

Z4 Top
Emergency
Close
Procedure

Plus other details

54 37 295 Emergency closing hardtop



Special tools required:

- [54 0 161](#)
- [54 0 240](#)
- [54 0 163](#)
- [13 5 250](#)
- [54 0 162](#)



Necessary preliminary tasks:

- Remove [both side trim panel upper sections](#)
- Open all windows



Important!

Always perform the emergency closing procedure with the aid of an assistant.

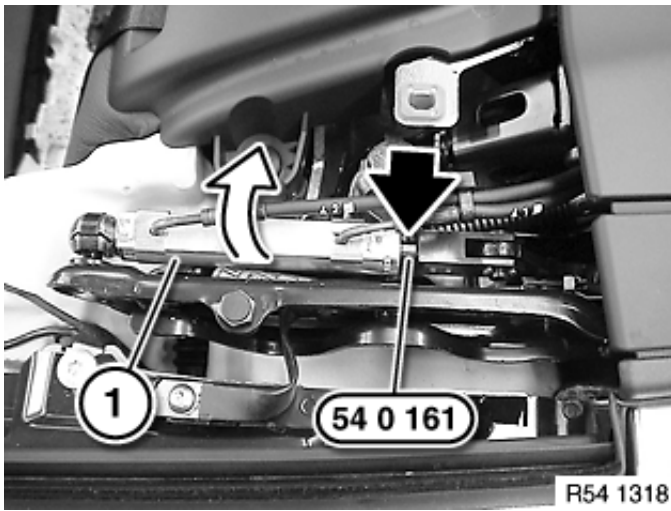
Only move the soft top manually when the ignition is switched off.

Danger of damage to hydraulic valves.

The applied force must always be even on the left and right otherwise the linkage will bend.

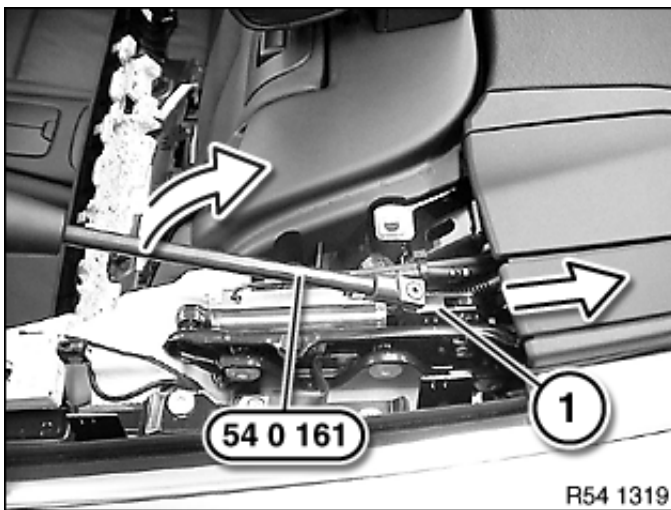
Always execute all movements of the roof module with the assistance of a second person.

Danger of injury by trapping!



Turn the hydraulic cylinder (1) toward the inside of the vehicle.

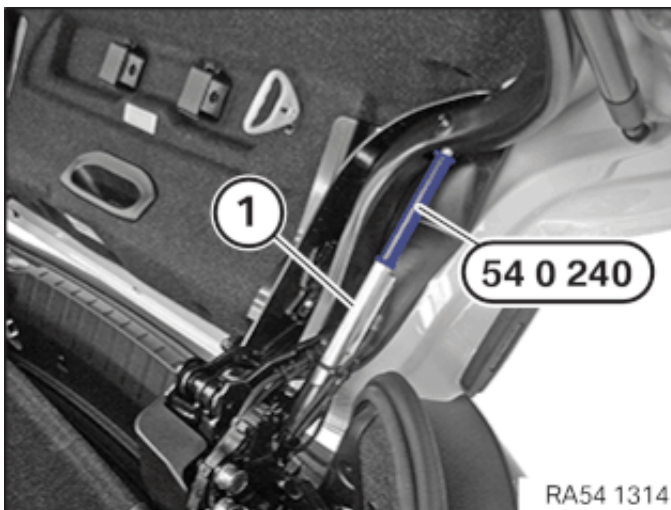
Mount the special tool [54 0 161](#) on the piston rod.



Tip the special tool [54 0 161](#) upward.

This causes the coupling lock (1) to jump over the dead centre.

Then slide on the coupling lock (1).

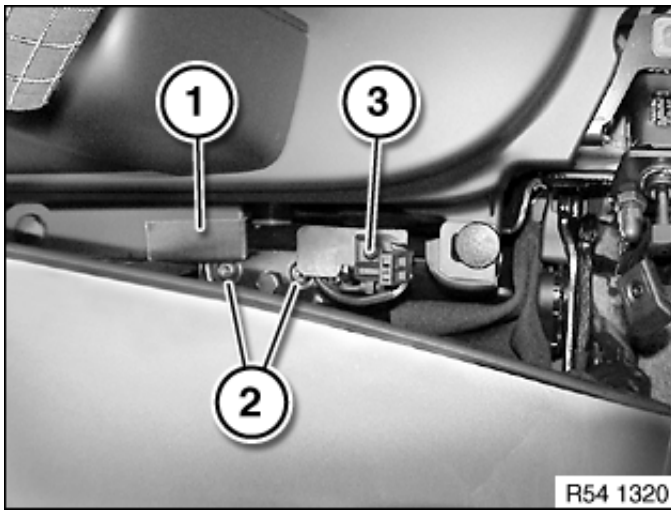


Manually open the rear module.

Clip the special tool [54 0 240](#) onto hydraulic cylinder (1) on left and right.

Important!

The opening in the assembly support must face towards the rear of the vehicle.



Stick fabric adhesive tape (1) onto the ornamental grille of the air outlet.

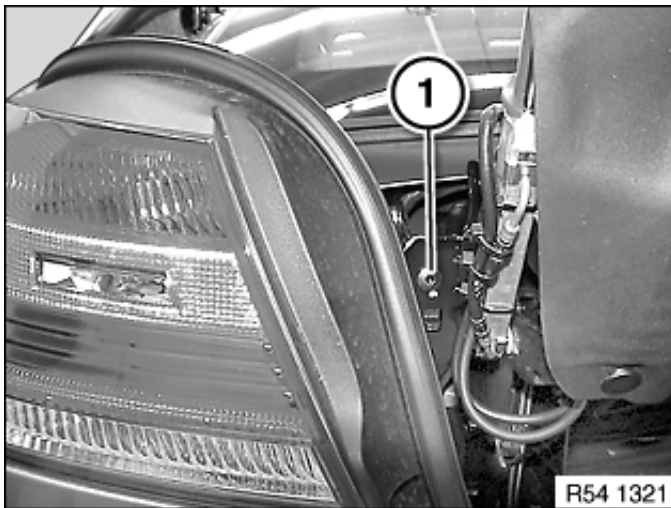
Carefully push the ornamental grille of the air outlet aside.

Release the screws (2) from base plate on the left and right.

Installation note:
Replace screws.

Right side of vehicle only:

Release the screw (3) from the hall effect sensor.



Open the tailgate manually using the key.

Release the screw (1) on the left and right for the closing part.

Installation note:
Replace screws.



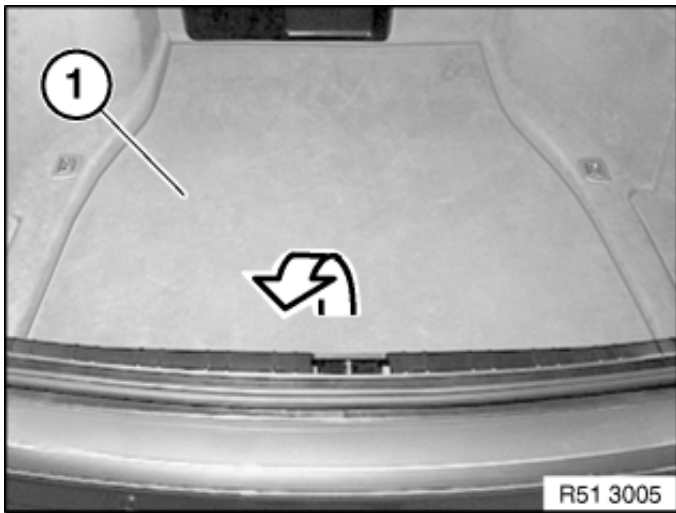
Note:

Any luggage in the luggage compartment must be removed.

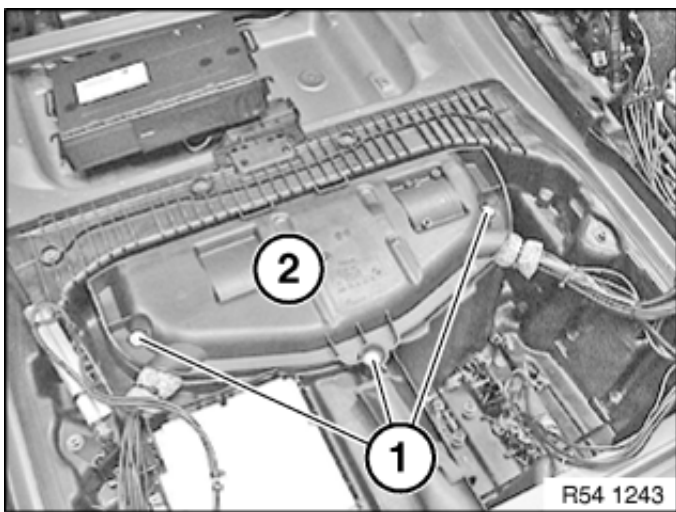
Roof shells cannot be fully lifted out yet!

If necessary, carefully raise the roof shells and remove the items of luggage with the assistance of a third person.

Only grasp the front roof shell when raising the roof shells.

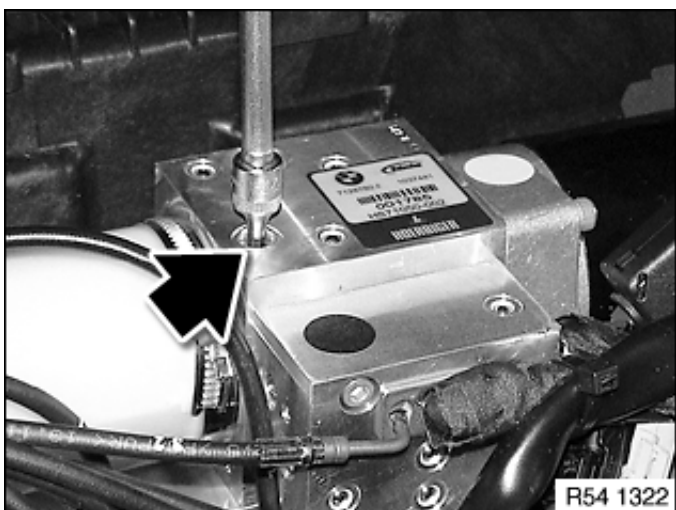


Take out luggage compartment floor trim panel.



Release screws (1).

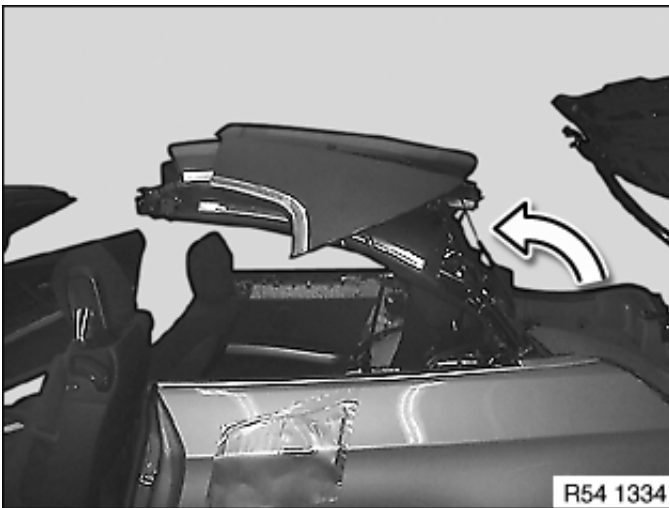
Remove cover (2) for hydraulic unit.



Use the Allen key to open the shutoff valve on hydraulic unit by one turn. *Note:* The system is depressurised.



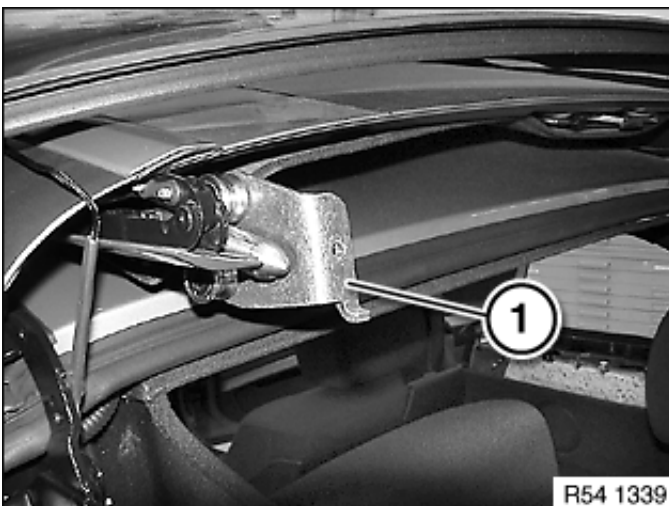
Only grasp the front roof shell when raising the roof shells.



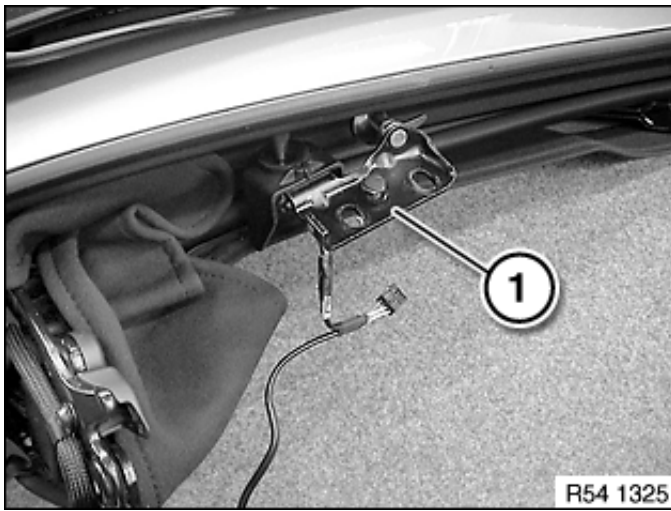
Important!

Note the weight of the roof shell!

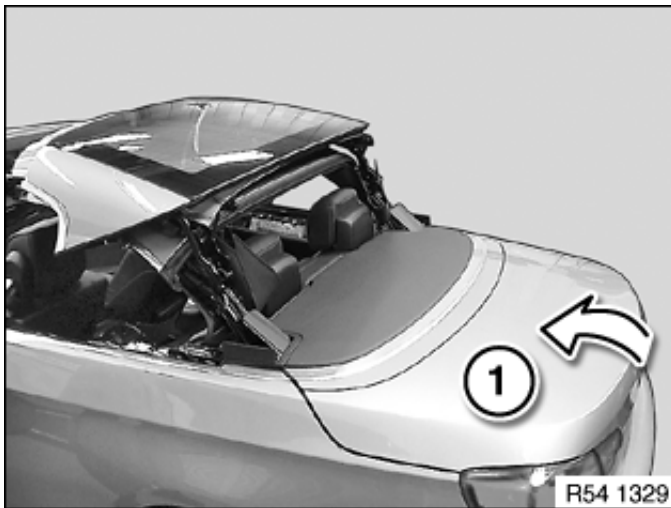
Lift out the roof shells evenly. *Note:* The plug connection for the hall effect sensor detaches during lifting.



Remove the rear closing part (1) on left and right.



Remove the front closing part (1) on left and right.



Note:

Remove special tool [54 0 240](#) .

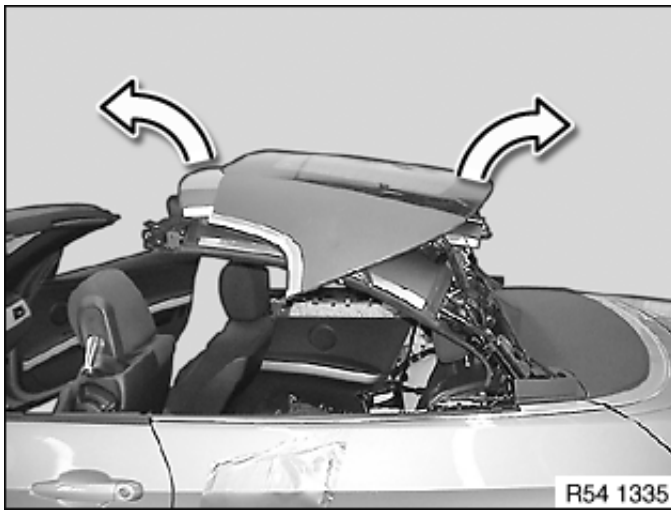
Close the rear module (1).



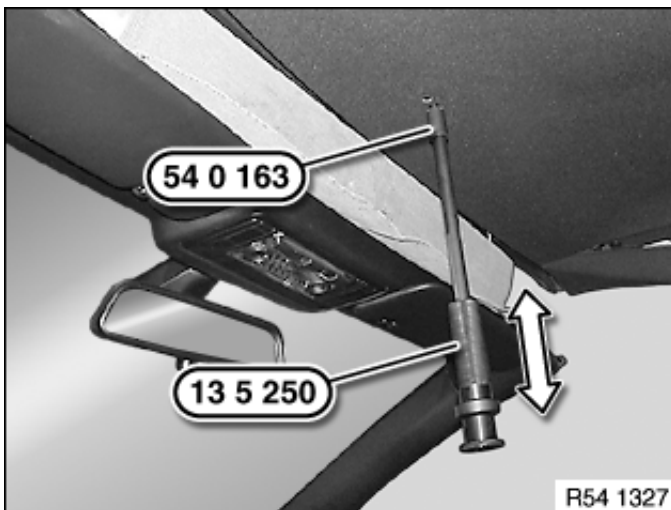
Important!

Use suitable auxiliary materials to ensure the roof shell is not rested on the base plates.

Otherwise, the extended locking pins of the front roof shell rest against the centre roof shell. Risk of damage!



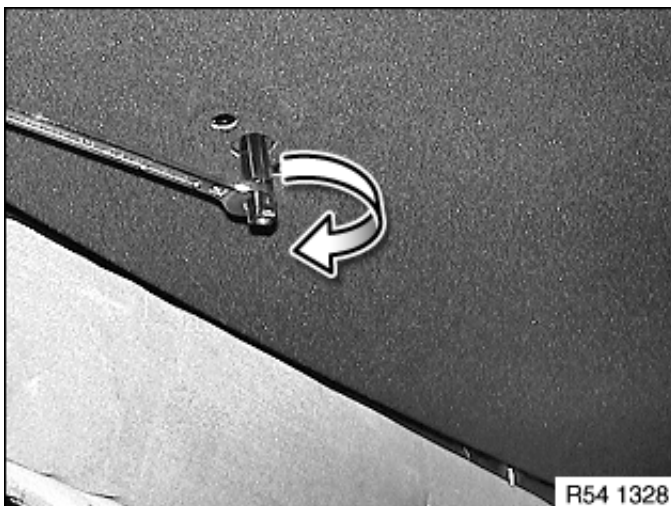
Unfold the roof shells evenly.



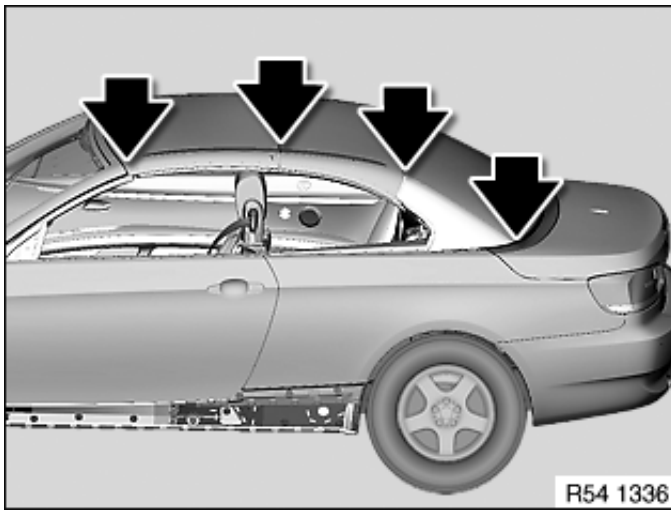
Unclip the protective cap.

Fit the special tool [54 0 163](#) in conjunction with [13 5 250](#) .

Drive out the square pin.



Open the closures by turning the square pin.



Press on the roof shells and soft top compartment lid on the left and right sides in the marked area.

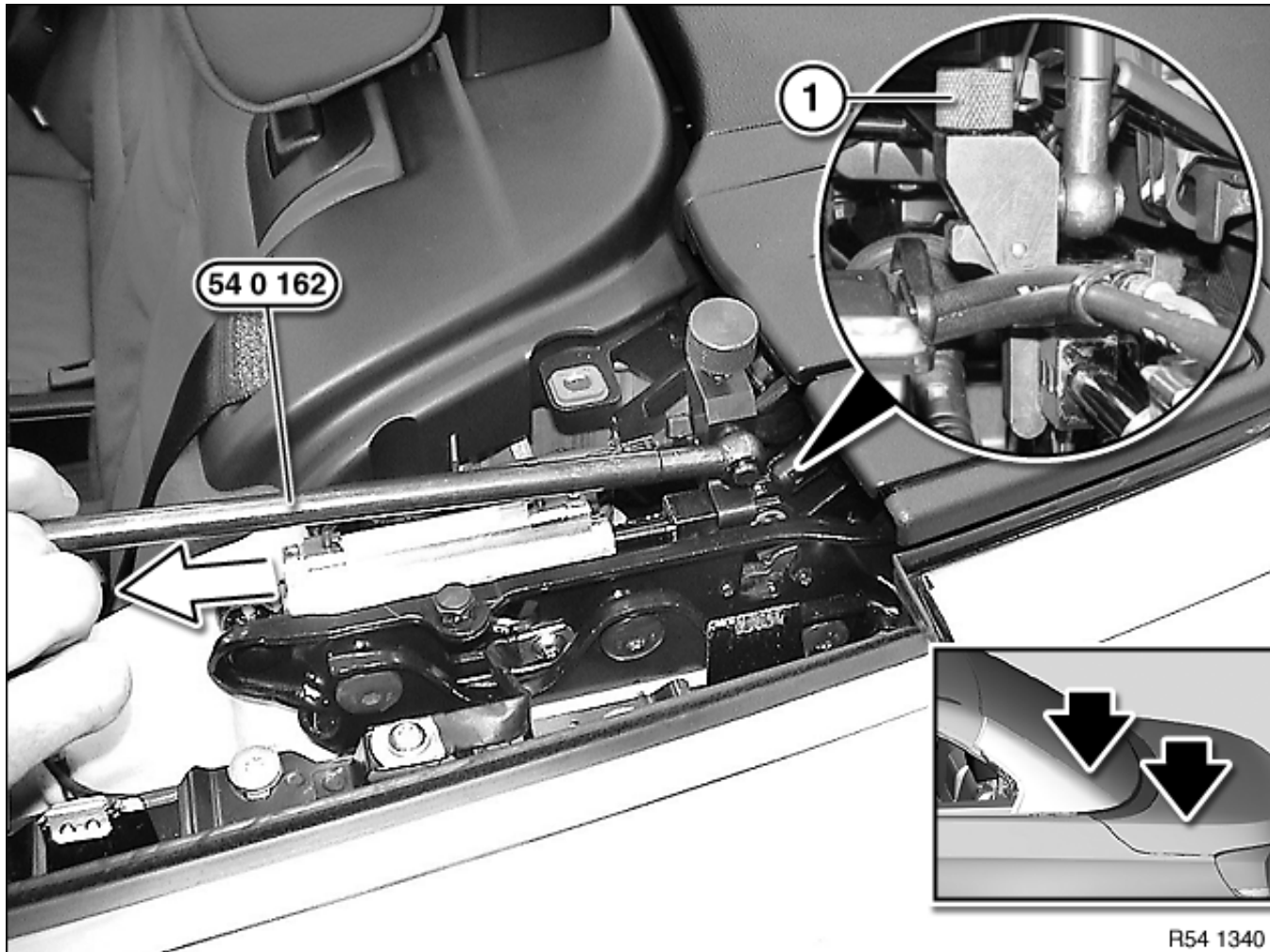
Lock the roof shells using the soft top latches with the square piece (turn back to the stop).

Lower the square pin and install the protective cap.

Installation note:

The square pin is under tension.

When driving in the square pin, it may be necessary to move it back and forth with the open-end spanner.



Note:

Shown with the stop top open for a better view.

Mount the special tool [54 0 162](#) on the closure joint of the hydraulic cylinder.

Tighten the knurled screw (1).

Warning!

Danger of injury! If incorrectly mounted, the special tool may slip off.

It is imperative that you take suitable protective measures.

Cover sharp-edged areas.

Wear long-sleeved work clothes and protective gloves.

Press down the rear roof shell and soft top compartment lid with an assistant and lock the coupling lock on the left and right using the special tool [54 0 162](#) .

Pull the coupling lock back past the dead centre.

Use Allen key to close shutoff valve on hydraulic unit.



Important!

The customer must no longer operate the soft top after it has been closed with the emergency closing procedure!

For protection, remove fuse 12 for soft top.

Place removed separate components in vehicle.



The emergency closing step is now completed. *Installation note:*
Replace screws.

Screw on the closing parts loosely.

The closing parts should still be able to slide in order to centre themselves.

Open soft top.

Manually open the soft top compartment lid with a key and tighten the screws for the rear closing parts.

Tighten the screws for the front closing parts.

Reassemble the vehicle.

For informational purposes only. The information on this website is provided AS-IS with no warranties, express or implied, and is not guaranteed to be error-free, up-to-date or complete. Newtis.info and BMW assume no liability for any loss or damage arising from the use or reliance on the information and content on this website. The content on this website is subject to change without notice.

Z4 Top
Emergency
Close
Procedure

Plus other details

Courtesy of BMW OF NORTH AMERICA, INC.

Prior to performing further adjusting procedures on consoles, the following components must be adjusted:

- Rear module
- Rear side panels
- Tailgate

After adjusting all components, manually See **5437290 HARDTOP EMERGENCY OPENING** or **5437295 EMERGENCY CLOSING HARDTOP** run a complete convertible top cycle and check components for collision.

The convertible top can then be moved electrically.

WARNING: Risk of injury by trapping!
During adjusting procedures, support convertible top or secure with a second person helping.

Before releasing the roof module screws, move convertible top until weight is resting centrally on consoles.

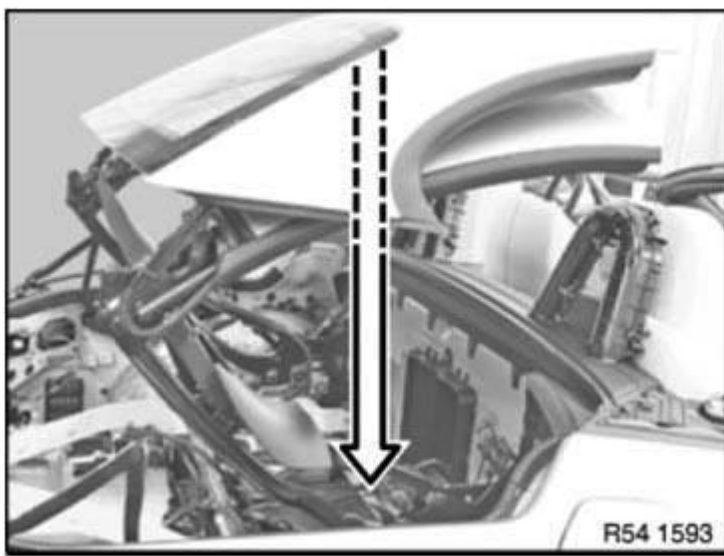


Fig. 67: Positioning For Moving Convertible Top
Courtesy of BMW OF NORTH AMERICA, INC.

Adjusting in longitudinal direction (X):

2. Lift off ball socket from ball pin
3. Slide clamp back
4. Fit ball socket on ball stud and snap into place with force

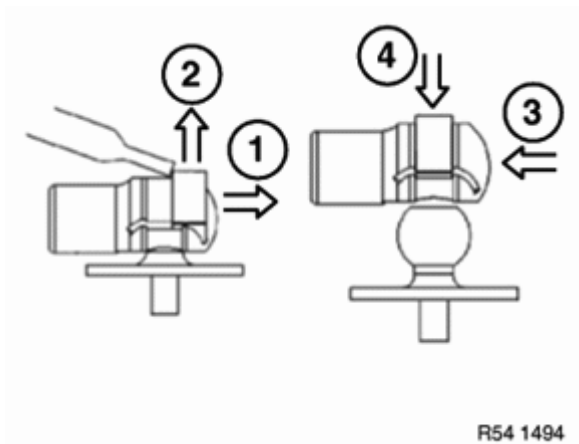


Fig. 126: Pushing On Retainer In Direction Of Groove With Screwdriver
 Courtesy of BMW OF NORTH AMERICA, INC.

Removing hydraulic cylinder:

- Slide retaining clips (1) upwards.
- Detach ball sockets at sides.
- Feed out hydraulic cylinder.

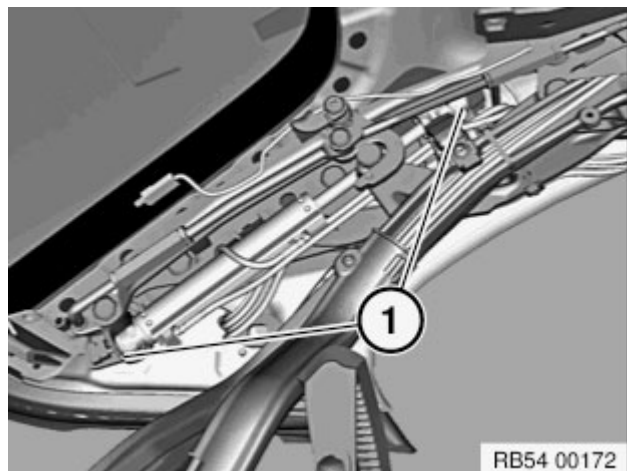


Fig. 127: Removing Hydraulic Cylinder
 Courtesy of BMW OF NORTH AMERICA, INC.

Replacement only: Disconnect hydraulic lines from cylinder.

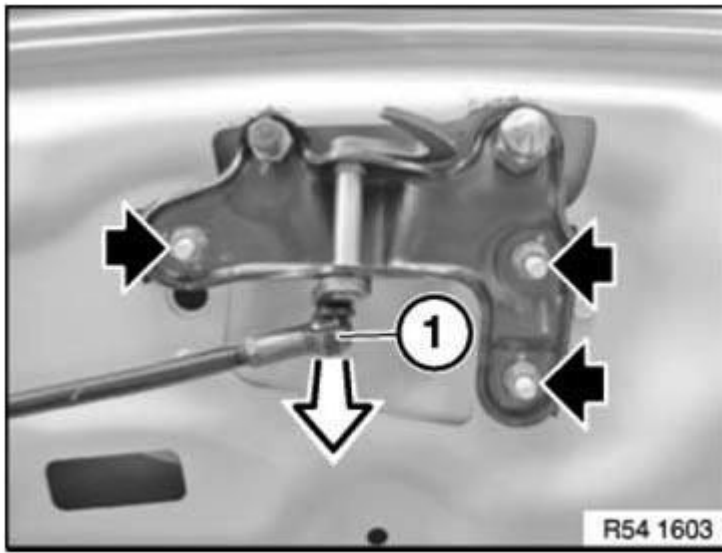


Fig. 129: Sliding Open Retaining Clip
Courtesy of BMW OF NORTH AMERICA, INC.

Replacement only:

Screw on new fasteners loosely.

Fastener should still be able to be slid in order to center itself.

Close convertible top.

Fasteners glide into place.

Tighten nuts.

Tightening torque **54 37 12AZ** .

Check **GAP DIMENSIONS** and if necessary adjust

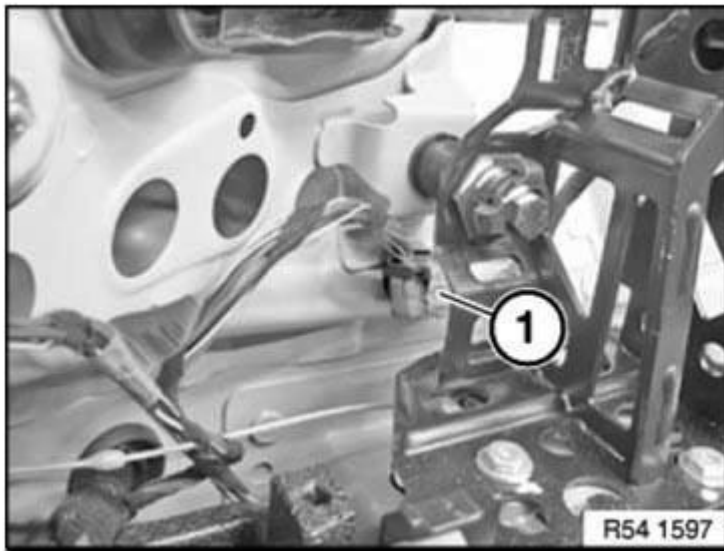


Fig. 172: Identifying Plug Connection
Courtesy of BMW OF NORTH AMERICA, INC.

Connect special tool 61 4 250 to vehicle-side plug for rear module.

NOTE: Adapter simulates closed rear lid. Retractable hardtop without rear lid not in working order.

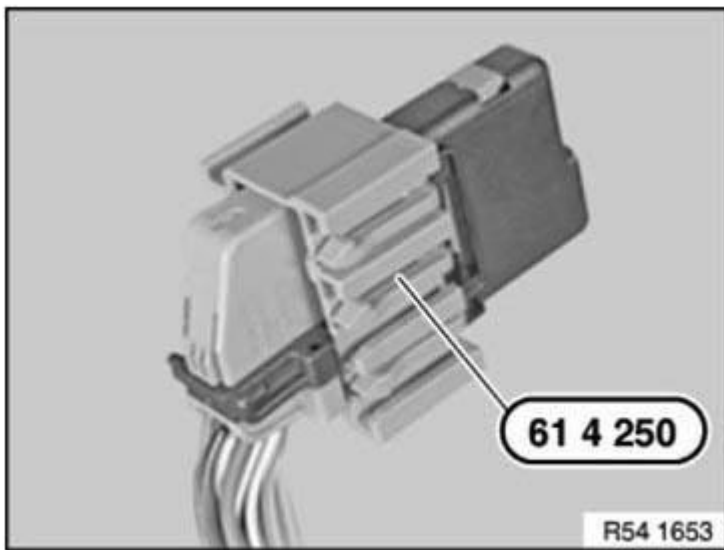


Fig. 173: Identifying Special Tool 61 4 250 To Vehicle-Side Plug For Rear Module
Courtesy of BMW OF NORTH AMERICA, INC.

Release left and right screws (1).

54-0160 TOOL

Tool MW

NOTE: (Emergency closing/opening (3 tools)) For manual opening or closing of hardtop in the event of a technical defect.

SI number

01 03 07 (337)

Consisting of:

3 = 0496075 Adapter

1 = 0496051 Tool

NOTE: (Slide tool)

2 = 0496052 Tool

NOTE: (Pulling tool)

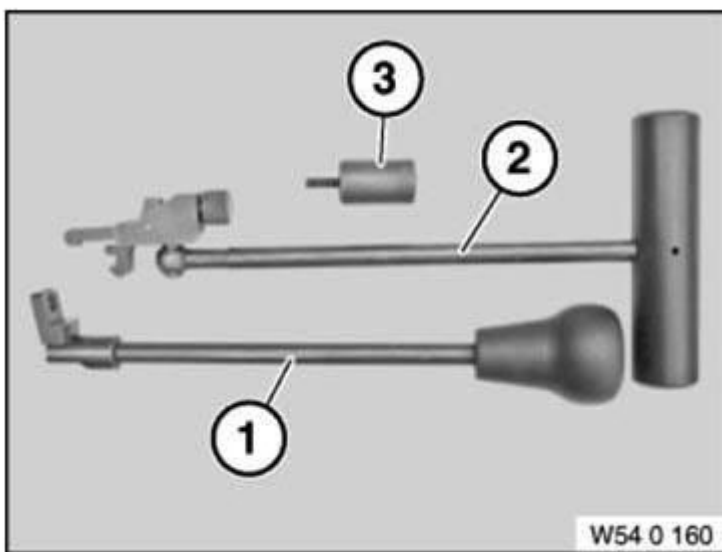


Fig. 8: Identifying Tool (540160)

Courtesy of BMW OF NORTH AMERICA, INC.

54-0330 TOOL