



# LIMITED LIFETIME WARRANTY

Model No.: F0099

## ORIGINAL VAXCEL CEILING FAN LIMITED LIFETIME WARRANTY

The limited lifetime warranty covers this fan, for residential use by the original purchaser, against defects in material or workmanship as follows:

If your fan motor fails at any time during the lifetime of the original purchaser due to defects in material or workmanship, we will provide a replacement part free of charge.

If your fan motor fails at any time within one year after the original date of sale to the original purchaser due to defects in material or workmanship, we will provide labor to repair the defect, with the exception of take down/reinstallation, free of charge. The original purchaser will be responsible for all labor costs after this one year period.

If no replacement parts are provided for any part of your fan motor that fails at any time during your lifetime due to defects in material or workmanship, we will refund the original purchase price of your fan.

If your fan blades, or any accessory, except glass globes and light bulbs, fails at any time within one year after the original date of purchase due to a defect in material and workmanship, we will repair or, if we choose, replace the defective blades, switch, or accessory free of charge, with the exception of take down/reinstallation services.

If the original purchaser ceases to own the fan, this warranty and any implied warranty, including but not limited to any implied warranty of merchantability or fitness for a particular purpose, become void. This warranty and any implied warranty, including but not limited to any implied warranty of merchantability or fitness for a particular purpose, do not cover glass globes, light bulbs, or finish on any metal portions of the fan.

This warranty is in lieu of express warranties. The duration of any implied warranty of merchantability or fitness for a particular purpose, with respect to any fan motor, blades, switch, or accessories, is expressly limited to the period of the express warranty set forth above for such motor, blades, switch, or accessories.

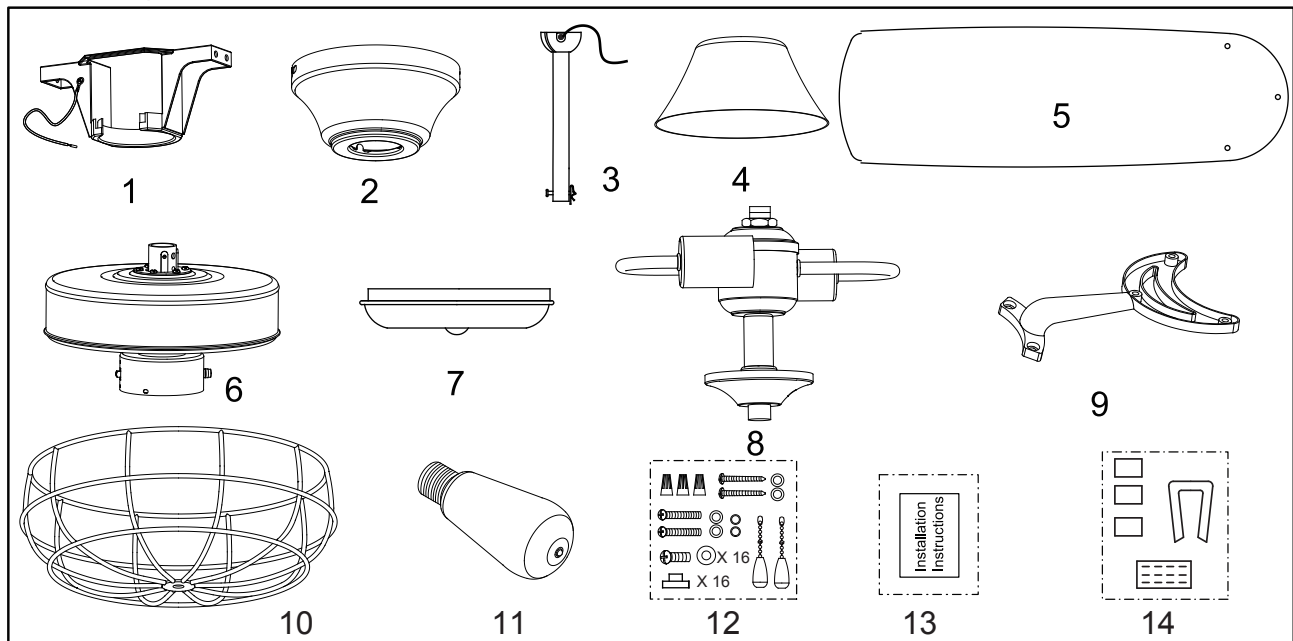
This warranty excludes defects, malfunctions, or failures of any fan that are caused by repairs by persons not authorized by us, use of parts or accessories not authorized by us, mishandling, improper installation, modifications or damage to the fan while in your possession, or unreasonable use, including failure to provide necessary maintenance.

In no event shall VAXCEL be liable for consequential or incidental damages.

Some states do not allow the exclusion or limitation of consequential or incidental damages, in which case the above limitation or exclusion may not apply.

This warranty gives you specific legal rights and you may also have other rights which vary from state to state.

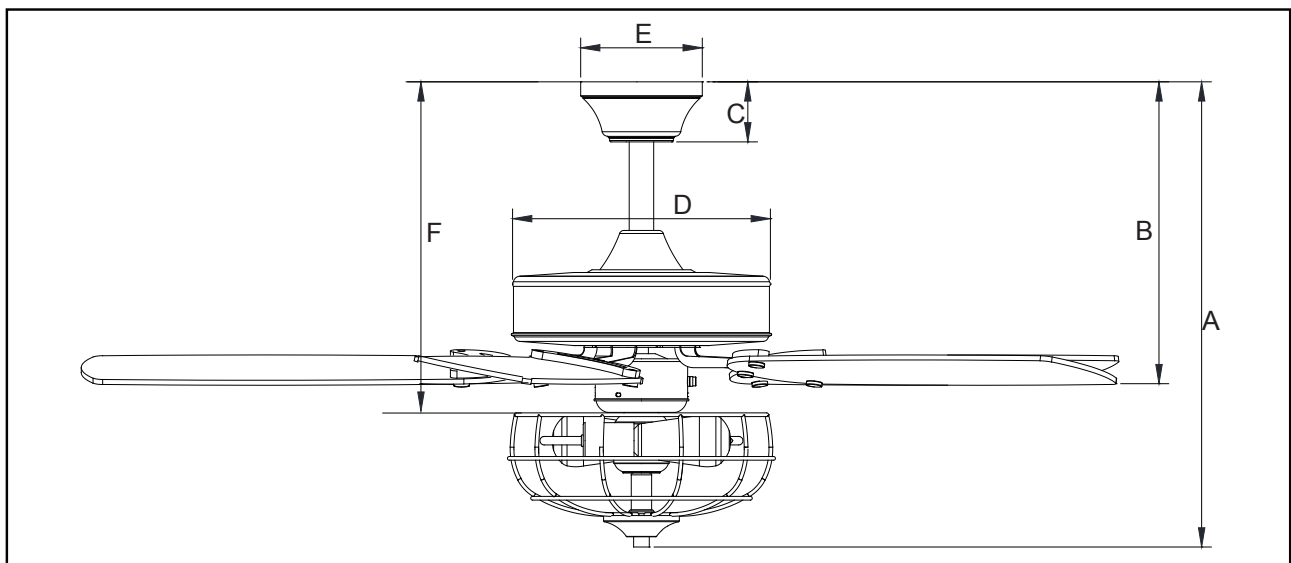
## Package Contents:



Unpack your fan and check the contents. You should have the following items.

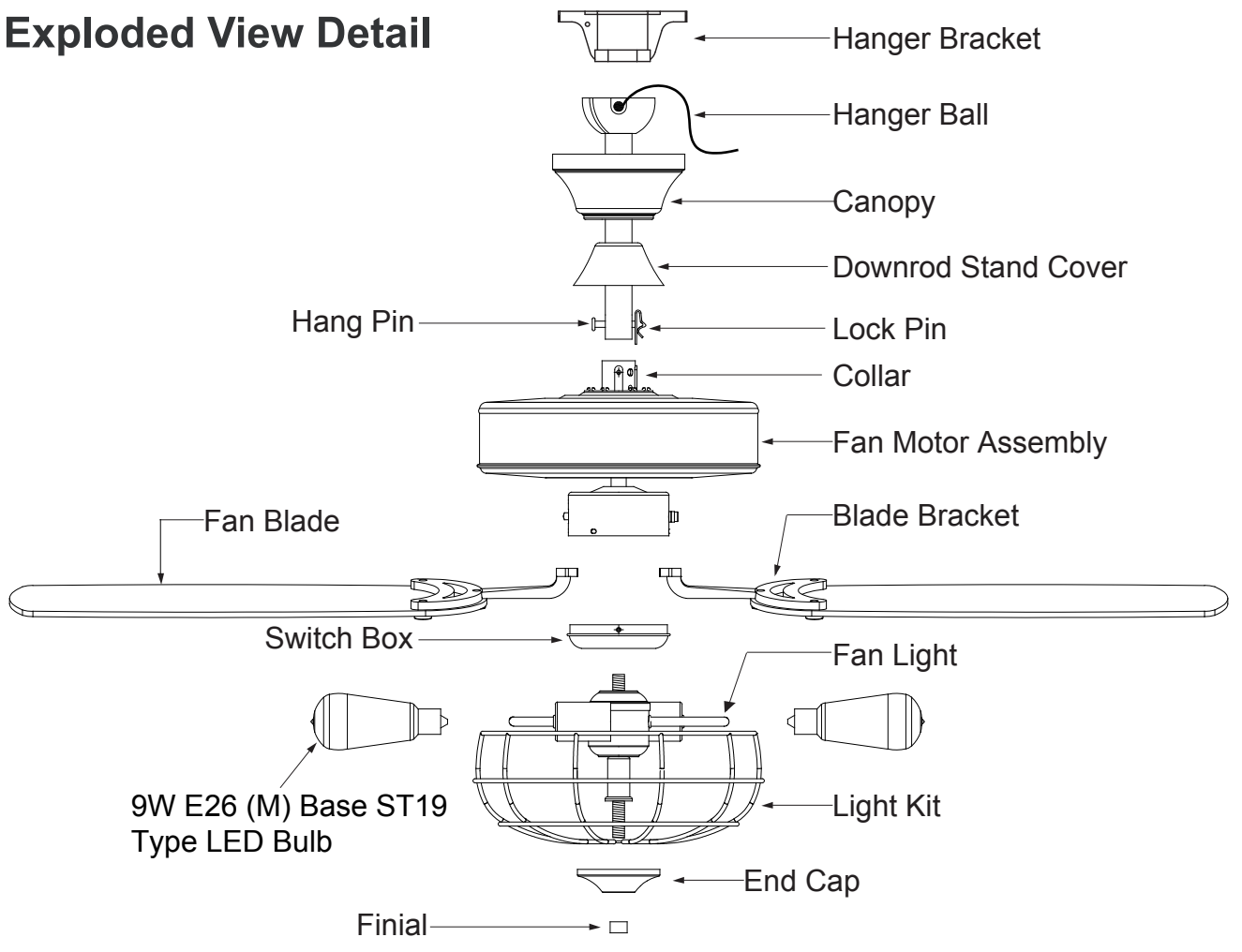
- 1.) Hanger Bracket
- 2.) Canopy
- 3.) Downrod Set (Includes Hanger Ball, 6" Downrod, Hanger Pin & Lock Pin)
- 4.) Downrod Stand Cover
- 5.) Fan Blade (5 PCS)
- 6.) Fan Motor Assembly
- 7.) Switch Box
- 8.) Fan Light
- 9.) Blade Bracket (5 PCS)
- 10.) Light Kit
- 11.) 9W E26 (M) Base ST19 Type LED Bulb (2 PCS)
- 12.) Assembly Kit
- 13.) Installation Instructions
- 14.) Blade Balancing Kit

### Dimension Reference (Installed with 6" Downrod):

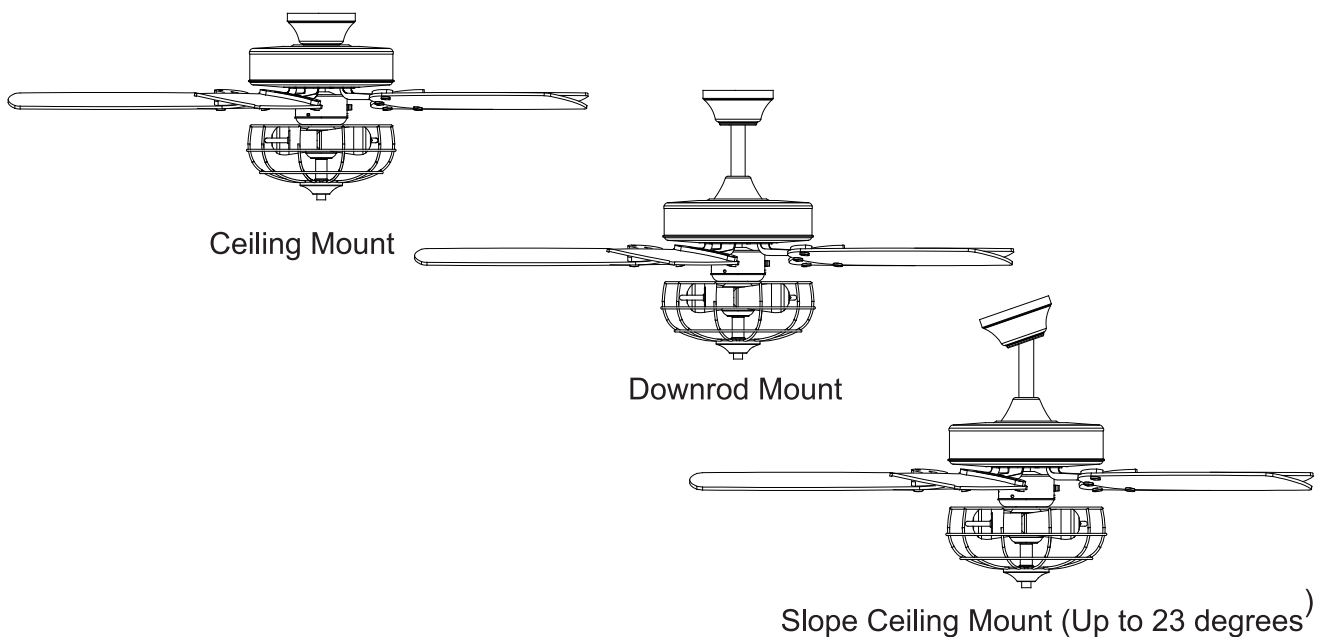


A: 20" B: 11-3/8" C: 2-3/8" D: 11" E: 5-1/8" F: 14"

## Exploded View Detail



## Triple Mount Options



## Safety Instructions

READ ALL SAFETY INFORMATION AND INSTALLATION INSTRUCTIONS BEFORE YOU BEGIN TO INSTALL THE FAN AND SAVE INSTRUCTIONS.

- All set screws of the fan must be checked and retightened where necessary before installation.
- To reduce the risk of personal injury, do not bend the blade brackets when installing the brackets, balancing the blades or cleaning the fan. Do not insert foreign objects between rotating fan blades.
- Before changing the fan direction, turn off the fan and wait for the fan blades to stop completely.
- The safeguards provided by these safety instructions and by the separate installation instructions are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and care are factors which can not be built into this product. These factors must be supplied by the person(s) installing, caring for and operating the fan.

### WARNING

- TO AVOID RISK OF ELECTRIC SHOCK, BE SURE TO SHUT OFF POWER AT THE MAIN FUSE OR CIRCUIT BREAKER BOX BEFORE INSTALLING OR SERVICING THIS FIXTURE. TURNING OFF THE ELECTRICAL POWER BY USING THE LIGHT SWITCH IS NOT SUFFICIENT TO PREVENT ELECTRICAL SHOCK.
- TO REDUCE THE RISK OF INJURY, INSTALL THE FAN SO THAT THE BLADES ARE AT LEAST 7 FEET (2.1 METERS) ABOVE THE FLOOR AND AT LEAST 18 INCHES (0.5 METERS) FROM THE TIP OF THE BLADES TO THE WALL.
- TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR PERSONAL INJURY, MOUNT TO OUTLET BOX MARKED "ACCEPTABLE FOR FAN SUPPORT" AND USE MOUNTING SCREWS PROVIDED WITH THE OUTLET BOX.
- THE INSTALLATION HAS TO BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE, ANSI/NFPA 70-1999 AND LOCAL CODES. IF YOU ARE UNFAMILIAR WITH THE METHODS OF INSTALLING ELECTRICAL WIRING, SEEK THE SERVICES OF A QUALIFIED LICENSED ELECTRICIAN.

# INSTALLATION INSTRUCTIONS

## IMPORTANT:

- BEFORE YOU BEGIN INSTALLATION, CAREFULLY READ ALL INFORMATION PROVIDED IN THE SAFETY INSTRUCTIONS AND INSTALLATION INSTRUCTIONS. IF IN DOUBT, CONSULT A QUALIFIED ELECTRICIAN.
- SAVE ALL INSTRUCTIONS.

NOTE: The fan weight is 14.99 lbs (6.8 kgs). Be sure the outlet box you are using is securely attached to the building structure and can support the full weight of the fan. Failure to do so can result in serious injury.

## Installation Steps :

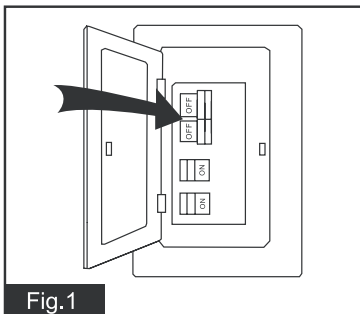
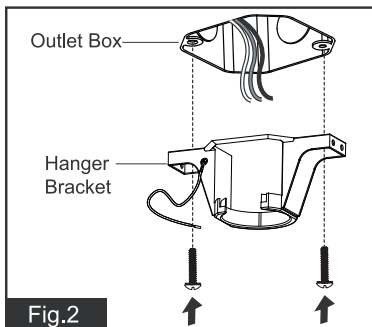


Fig.1  
Turn OFF the electric circuit at the main fuse or circuit breaker box.



Tighten the hanger bracket to the outlet box with two mounting screws. (To reduce the risk of fire, electric shock, or personal injury, mount to an outlet box marked "Acceptable for fan support" and use mounting screws provided with the outlet box.)

**Note:** For slope ceiling installation, make sure that the chip of the hanger bracket is toward the floor.

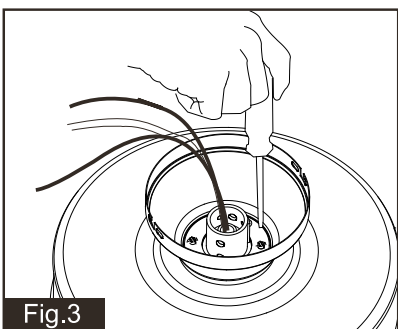


Fig.3  
(For ceiling mount only):  
Remove the canopy cover from the canopy.  
Remove downrod stand cover and three of six screws (every other one) securing the motor collar to the top of the fan motor housing. Attach the canopy to the housing with three screws. Go to Fig.10 for the next step.

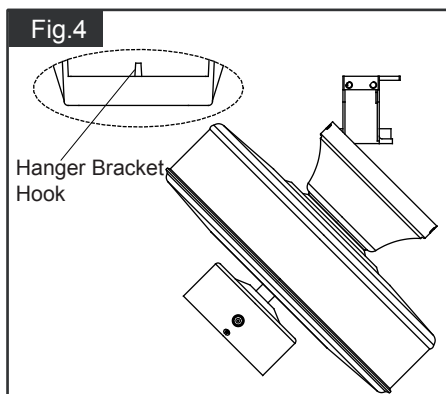


Fig.4  
(For ceiling mount only):  
Raise the fan and place the canopy on the hanger bracket hook for wiring.

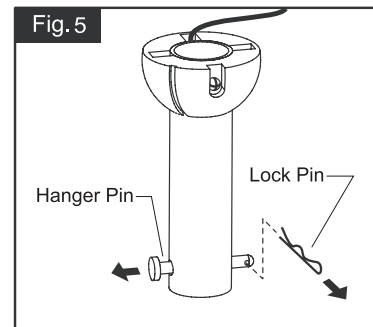


Fig.5  
(For downrod mount only):  
Remove the lock pin and take off the hanger pin.

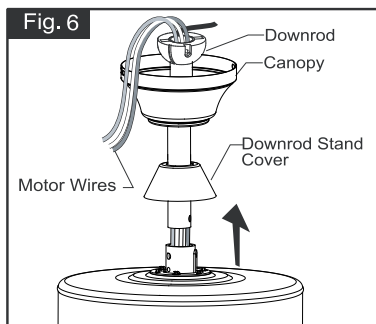


Fig.6  
(For downrod mount only):  
Thread the motor wires through the downrod stand cover, decorative cap (Making sure the smooth side of decorative cap is facing downward), canopy and downrod.

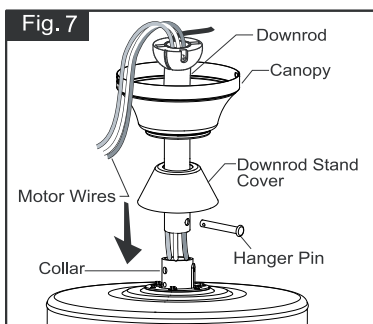


Fig.7  
(For downrod mount only):  
Loosen the collar screws out part way. Insert the downrod into the collar. Slide hanger pin through holes of collar and downrod.

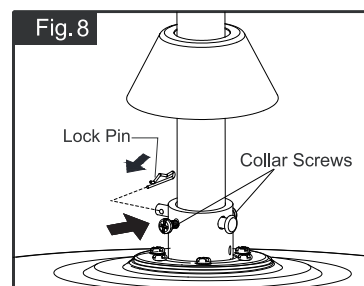
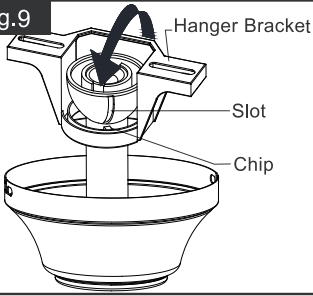


Fig.8  
(For downrod mount only):  
Tighten the two collar screws. Slide lock pin into hanger pin until it is locked into position.

Fig.9



(For downrod mount only):

Hang the fan on hanger bracket, and make sure the slot of hanger ball is snapped into the chip of hanger bracket exactly.

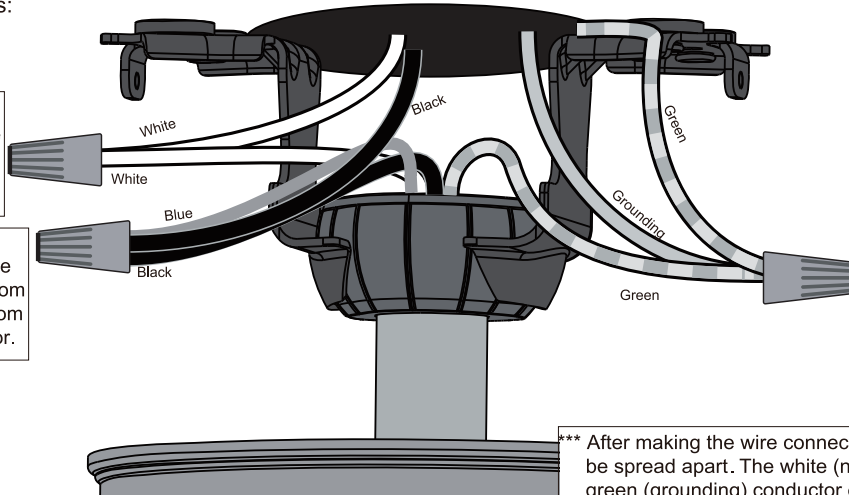
**Note: For slope ceiling installation, make sure the slot of hanger ball and the chip of hanger bracket face down.**



For a single switch  
Follow these steps:

Connect the white (neutral) wire from motor to the white (neutral) wire from the outlet box with a wire connector.

Connect the black (hot) wire (This is for fan control) and blue wire (This is for light control) from motor to the black (hot) wire from outlet box with a wire connector.



Connect three ground wires (Green or bare copper) coming from outlet box, downrod and hanging bracket with a wire connector.

\*\*\* After making the wire connections, the wires should be spread apart. The white (neutral) conductor and green (grounding) conductor on one side and the black (hot) conductor and blue (light) conductor on the other side of the outlet box.  
\*\*\* The wire connection points should be turned upward and pushed carefully up into outlet box.

Fig. 10

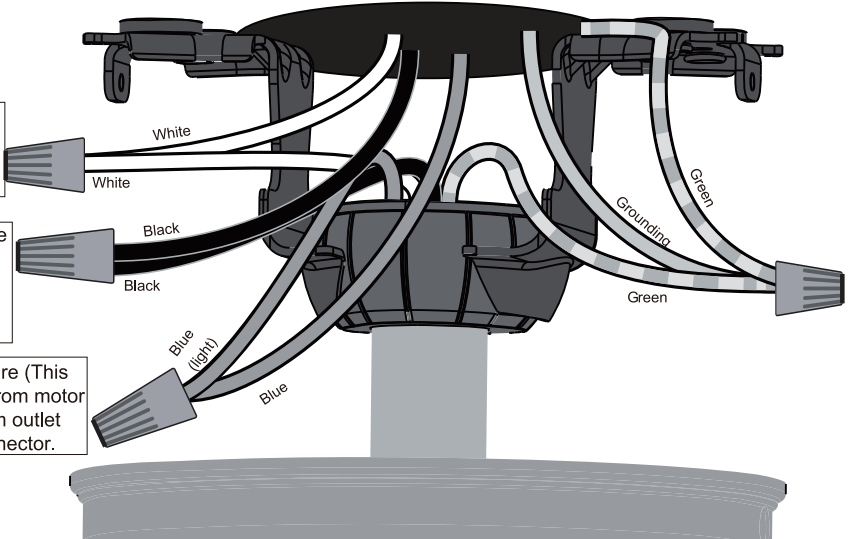


For dual switches  
Follow these steps:

Connect the white (neutral) wire from motor to the white (neutral) wire from outlet box with a wire connector.

Connect the black (hot) wire from motor (This is for fan control) to the black (hot) wire from outlet box with a wire connector.

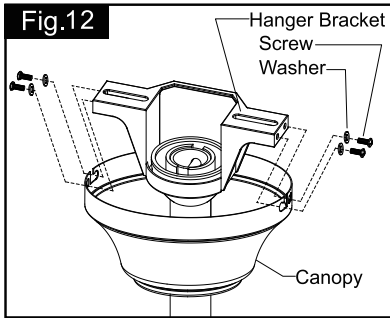
Connect the blue wire (This is for light control) from motor to the blue wire from outlet box with a wire connector.



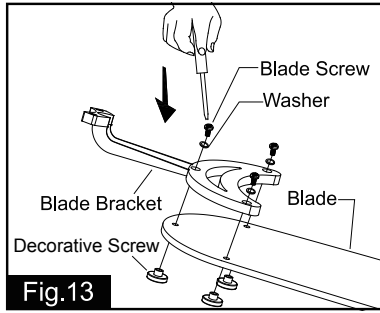
Connect three ground wires (Green or bare copper) coming from outlet box, downrod and hanging bracket with a wire connector.

\*\*\* After making the wire connections, the wires should be spread apart. The white (neutral) conductor and green (grounding) conductor on one side and the black (hot) conductor and blue (light) conductor on the other side of the outlet box.  
\*\*\* The wire connection points should be turned upward and pushed carefully up into outlet box.

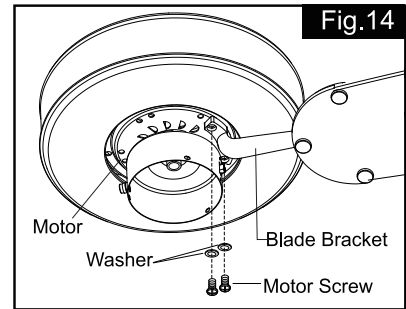
Fig. 11



There are four hanger bracket screws and lock washers. Remove two screws and lock washers from the hanger bracket (one from each side) and loosen the other two remaining screws. Align the "L shaped" slots of the canopy with the two remaining screws on the hanger bracket and push the canopy upwards to engage the slots and turn clockwise to lock in place. Tighten the screws and install the other two hanger bracket screws and lock washers into the remaining holes of the canopy and tighten.

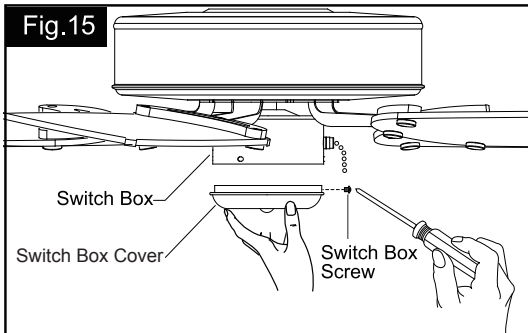


Tighten blades to blade brackets by using blade screws, washers and decorative screw.



Remove the motor screws and washers from the fan motor assembly. Secure blade brackets to the motor with washers and motor screws.

**NOTE: Before installing blade brackets to the motor, please remove the plastic inserts.**

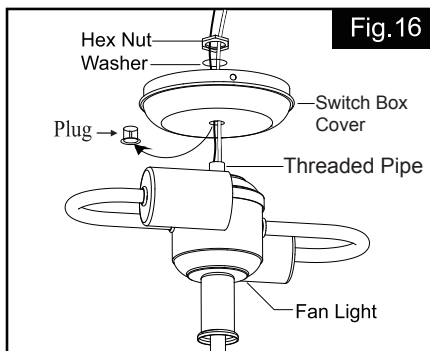


#### Assembly without fan light

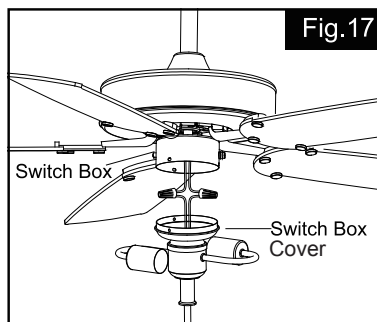
Remove screws from switch box cover first. Make sure the wires of the fan light in the switch box are capped with wire connectors. Secure the switch box cover onto switch box with the switch box screws.

**Note: To install the fan light, skip this step and proceed to Fig.16.**

#### Install fan light (Provided with package):

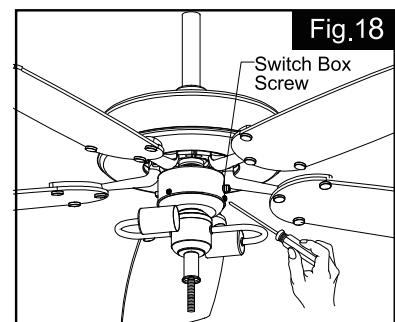


Remove the plug from the switch box. Remove the nut and lock washer from fan light. Attach the fan light to the switch box by threading the fan light wires (black and white) and remove threaded pipe through the hole of switch box and then secure them onto the switch box with hex nut & washer. Be sure it is tight enough to prevent light kit from vibrating loose.

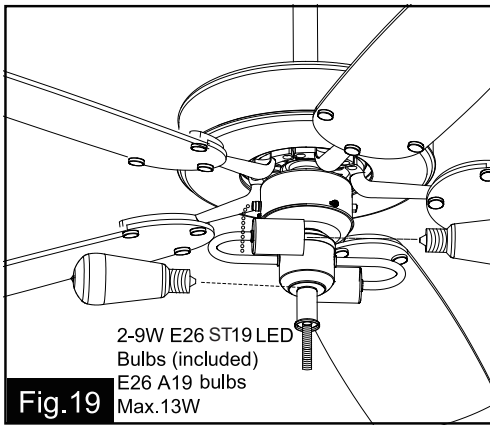


Connect wires:

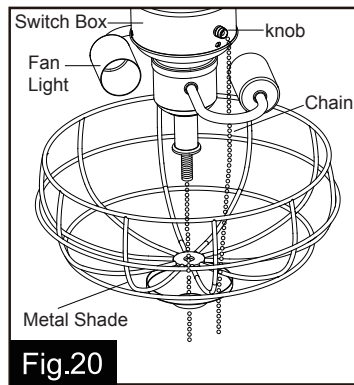
- Remove screws from switch box cover first.
- The blue (hot) wire from the switch box cover to the black (hot) wire from fan light.
- The white (neutral) wire from the switch box to the white (neutral) wire from fan light.



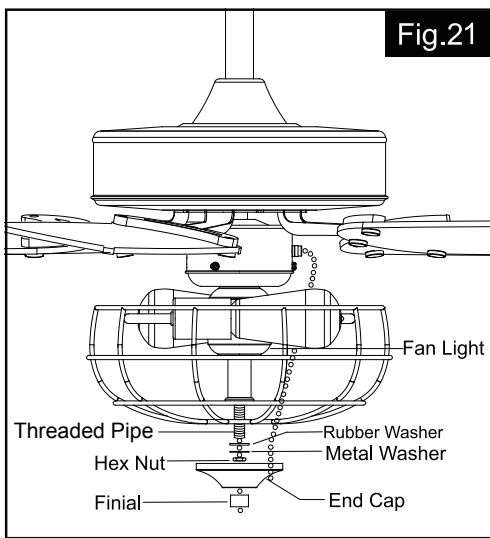
Secure the switch box cover onto switch box with the switch box screws.



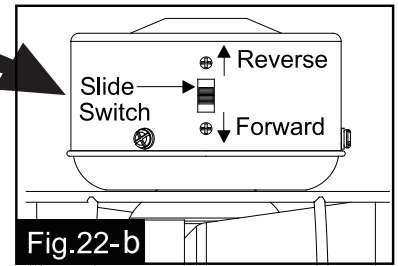
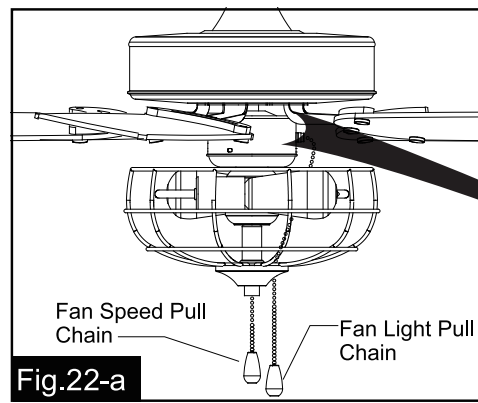
Install LED bulbs (included). See relamping label at socket area or packaging for maximum allowed wattage.



- \*\*\* Remove the finial ,end cap, hex nut, metal washer and rubber washer from fan light first.
- \*\*\* Adjust the metal shade and end cap direction, make sure that the hole of metal shade and the knob of the switch box are lined up perpendicularly.
- \*\*\* Adjust the fan light direction, make sure that the chain does not touch the sockets or light bulbs.



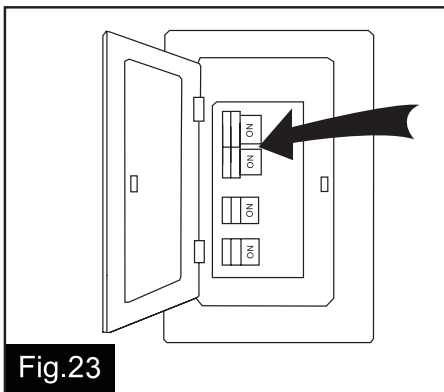
Install the metal shade, rubber washer and metal washer upward through the threaded pipe and secure with hex nut. Then attach the end cap to the metal shade and secure it with finial. Take care to align the holes on the metal shade and the end cap, so that the pull chains pass through and move freely.



The slide switch on switch box sets direction of fan rotation. Select the desired direction of fan rotation. Push the slide switch left for " Forward" and right for "Reverse".

**Note:** Wait for fan to stop before reversing the direction of blade rotation. Install two pull chains and drops onto the pull chains located in the switch box and light kit. The pull chain controls the fan speed as follows: 1 pull – High, 2 pull – Medium, 3 pull – Low , and 4 pull – Off. To turn the light kit "ON" or "OFF", pull the chain that is attached to the light kit.

- CAUTION: 1. If you install a Remote Control or a Wall Control for this fan, make sure to use the pull chains to select the "high" position for the fan speed and the "on" position for the fan light.**
2. Compatible wall switch model No.: Menards SKU # 3632615 / 3635815 / 3635824.
  3. Compatible with E26 (M) base dimmable LED bulbs model No.: Menards SKU# 3537322.



Turn ON the electric circuit at the main fuse or circuit breaker box.

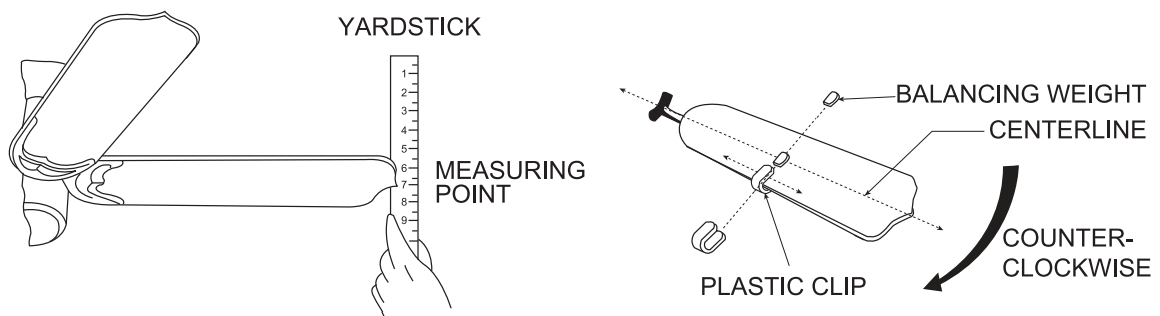


## Troubleshooting Guide

If you have difficulty operating your new ceiling fan, it may be the result of incorrect assembly, installation or wiring. If you experience any faults, please check this Troubleshooting Guide. If a problem cannot be remedied or you are experiencing difficulty in installation, please call our Customer Service Department (1-800-887-6326).

<u>PROBLEM</u>	<u>SUGGESTED REMEDY</u>
1. If fan does not start:	<ol style="list-style-type: none"><li>1. Check main and branch circuit fuses or circuit breakers.</li><li>2. Make sure forward/reverse switch is firmly in bottom or top position. Fan will not operate when switch is in the middle.</li><li>3. Make sure that the wall control is turned "ON".</li><li>4. Check line wire connections to fan and switch wire connections in switch box. <b>CAUTION: Make sure main power is turned off.</b></li></ol>
2. If fan sounds noisy:	<ol style="list-style-type: none"><li>1. Make sure all screws in motor housing are snug. (not over tightened)</li><li>2. Make sure the screws which attach the fan blade bracket to the motor are tight.</li><li>3. Make sure wire connectors in switch box are not rattling against each other or against the interior wall of the switch box. <b>CAUTION: Make sure main power is turned off before accessing switch box.</b></li><li>4. If using an optional ceiling fan light kit, make sure the screws securing the glassware are finger tight. Make sure light bulb is tight in socket and not touching glass shade(s). If vibration persists from glass, remove glass and install a 1/4 in. wide rubber band on glass neck to act as an insulator. Replace glass and tighten screws against rubber band.</li><li>5. Some fan motors are sensitive to signals from Solid State variable speed controls. DO NOT USE a Solid State variable speed control.</li><li>6. Allow "break-in" period of 24 hours. Most noises associated with a new fan will disappear after this period.</li></ol>
3. If fan wobbles:	<p>All blades are weighed and grouped by weight. Natural woods vary in density which could cause the fan to wobble even though all blades are weight-matched. The following procedures should eliminate most of the wobble. Check for wobble after each step.</p> <ol style="list-style-type: none"><li>1. Check that all blades are screwed firmly into blade holders.</li><li>2. Check that all blade brackets are tightened securely to motor.</li><li>3. Make sure that canopy and hanger bracket are tightened securely to ceiling junction box and junction box is mounted firmly to ceiling joist.</li><li>4. Most wobble problems of fan are caused when blades are not in equal level. To check the blade levels, select a point on the ceiling above the tip of any blade. Measure the distance from the ceiling to the blade tip, to an accuracy of 1/8 inch. Rotate the blades until the next blade is in the measuring position. Repeat measurement for each blade. If all blade levels are not equal, you can adjust blade levels by the following procedure. To adjust a blade tip down, insert a washer (not supplied) between the blade and blade bracket at the screw closest to the motor. To adjust a blade tip up, insert washer (not supplied) between the blade and blade bracket at the two screws farthest from the motor.</li><li>5. Interchanging two adjacent blades could redistribute the weight and possibly result in smoother operation.</li></ol>
4. If light does not work:	<ol style="list-style-type: none"><li>1. Check blue wire from fan to make sure it is connected to hot wire from supply wire coming out of the ceiling.</li><li>2. Check for loose or disconnected wires in fan switch box.</li><li>3. Check for loose or disconnected wires in light kit.</li><li>4. Check for faulty light bulbs. <b>CAUTION: Make sure main circuit is turned off before entering switch box.</b></li></ol>

# DYNAMIC BLADE BALANCING KIT



## PREFACE

Your ceiling fan may sometimes have wobbling problems when operating due to irregularity in the blades or the blade brackets. Improper assembly in the mounting system may cause some additional problems. This balancing kit can be used to fix wobbling problems.

## DYNAMIC BLADE BALANCING KIT FOR CEILING FANS

1. Make sure that all blades are firmly screwed into the blade brackets.
2. Make sure that all blade brackets are firmly secured to the motor housing.
3. By looking up at the fan from below, check and be certain that none of the blade brackets are bent and that none of the blades are out of position.
4. Use a yardstick to check the blade tracking. Put the yardstick up against the ceiling vertically and against the outside leading edge of a blade. Note the distance of the edge of blade to the ceiling. Carefully turn the blades slowly by hand to check the remaining blades. All distances should be the same.

Operate the fan ten minutes. After following all the steps and if the wobbling problem is not solved, a dynamic balancing needs to be done with balancing kit. Follow the procedure listed below:

- Turn the fan off. Select one blade and place the plastic clip on it, with the plastic clip located halfway between the blade bracket and the blade tip on the edge of the blade.  
**Caution: The plastic clip should be placed on the windward edge of the blade for fear of clip flying off.**
- Turn the fan on (set the speed that causes the wobble most). Observe if the wobble is better or worse. Turn the fan off and move the clip to the next blade. Do the same for all blades and note on which blade the clip reduces the wobble most. Place the clip on the blade which showed the most improvement. Move the clip inward and outward on this blade and operate the fan to find the position where the clip gives the most improvement.  
**Caution: Stay clear of the blades. If the clip, for any reason, is not secure, injury could result .**
- Once the exact position is determined, place a weight on the top of the blade, on its centerline and as close as possible to the clip. Peel the paper off of the back of the weight and press firmly to ensure that it is securely attached to the blade. Remove the clip.  
**Caution: Clean the surface of fan blade before placing the balancing weight so that the balancing weight will be firmly attached to it.**