

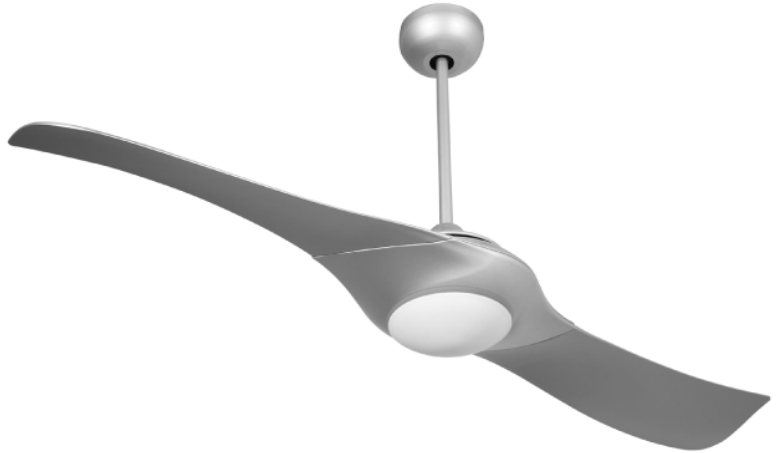
# Craftmade

CEILING FANS

Est. 1985

READ THESE INSTRUCTIONS AND  
AND SAVE THEM FOR FUTURE USE

Federal regulations require ceiling fans with light kits manufactured or imported after January 1, 2009, to limit total wattage consumed by the light kit to 190W. Therefore, this fan is equipped with a wattage limiting device.



## Installation Guide

For Models:

VG54TI2

VG54FB2

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**LISTED**

E206035

net weight of fan: 17.70 lb (8.03 kg)

PRINTED IN CHINA

## SAFETY TIPS.

**WARNING:** To reduce the risk of electrical shock, turn off the electricity to the fan at the main fuse box or circuit panel before you begin the fan installation or before servicing the fan or installing accessories.

1. **READ ALL INSTRUCTIONS AND SAFETY INFORMATION CAREFULLY BEFORE INSTALLING YOUR FAN AND SAVE THESE INSTRUCTIONS.**

**CAUTION:** To avoid personal injury, the use of gloves may be necessary while handling fan parts with sharp edges.

2. Make sure all electrical connections comply with Local Codes or Ordinances, the National Electrical Code, and ANSI/NFPA 70-1999. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the instructions, please use a qualified electrician.
3. Make sure you have a location selected for your fan that allows clear space for the blades to rotate, and at least seven (7) feet (2.13 meters) of clearance between the floor and the fan blade tips. The fan should be mounted so that the tips of the blades are at least thirty (30) inches (76 centimeters) from walls or other upright structures.
4. The outlet box and ceiling support joist used must be securely mounted, and capable of supporting at least 35 pounds (16 kilograms). The outlet box must be supported directly by the building structure. Use only CUL (Canada) or UL (USA) listed outlet boxes marked "FOR FAN SUPPORT."

**WARNING:** To reduce the risk of fire, electrical shock, or personal injury, mount to the outlet box marked "Acceptable for Fan Support of 15.9 kg (35 lb) or less," and use the mounting screws provided with the outlet box. Most outlet boxes commonly used for the support of lighting fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

**WARNING:** To reduce the risk of fire, electrical shock, or personal injury, wire connectors provided with this fan are designed to accept only one 12 gauge house wire and two lead wires from the fan. If your house wire is larger than 12 gauge or there is more than one house wire to connect to the two fan lead wires, consult an electrician for the proper size wire connectors to use.

5. Electrical diagrams are for reference only. Light kits that are not packed with the fan must be CUL (Canada) or UL (USA) listed and marked suitable for use with the model fan you are installing. Switches must be CUL (Canada) or UL (USA) general use switches. Refer to the instructions packaged with the light kits and switches for proper assembly.
6. After installation is complete, check that all connections are absolutely secure.
7. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into the outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on opposite sides of the outlet box.

**WARNING:** To reduce the risk of fire or electrical shock, do not use this fan with any solid state speed control device or control fan speed with a full range dimmer switch. [Using a full range dimmer switch to control fan speed will cause a loud humming noise from fan.]

8. Do not operate the reverse switch until the fan has come to a complete stop.
9. Do not insert anything between the fan blades while they are rotating.

**WARNING:** To reduce the risk of personal injury, do not bend the blade arms during assembly or after installation. Do not insert objects into the path of the blades.

**WARNING:** To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.

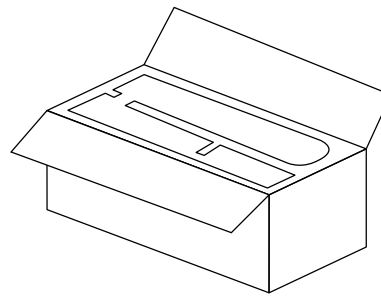
10. Do not use water or detergents when cleaning the fan or fan blades. A dry dust cloth or lightly dampened cloth will be suitable for most cleaning.

**WARNING:** To reduce the risk of personal injury, use **only** parts provided with this fan. **The use of parts OTHER than those provided with this fan will void the warranty.**

**NOTE:** The important safety precautions and instructions appearing in the manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense and caution are necessary factors in the installation and operation of this fan.

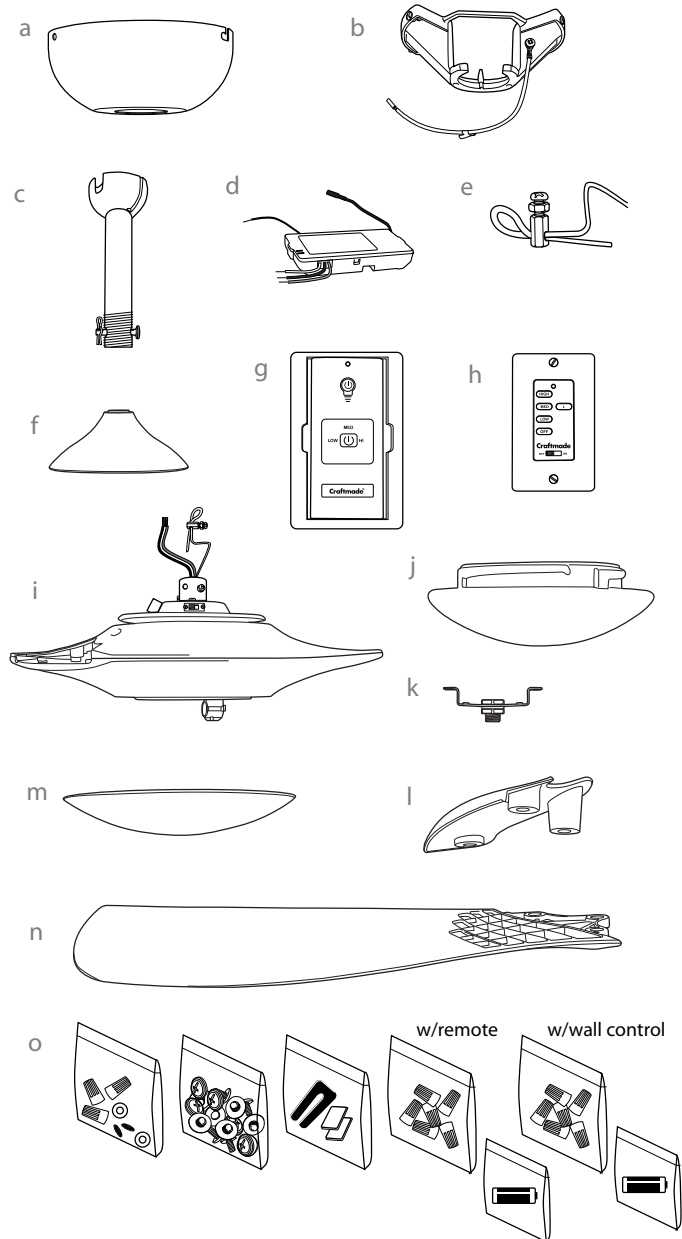
# 1. Unpacking Your Fan.

Carefully open the packaging. Remove items from Styrofoam inserts. Remove motor housing and place on carpet or Styrofoam to avoid damage to finish. Do not discard fan carton or Styrofoam inserts should this fan need to be returned for repairs. Check against parts inventory that all parts have been included.



## 2. Parts Inventory.

- a.** canopy. 1 piece
- b.** hanging bracket (pre-attached to canopy). 1 piece
- c.** 16 in. downrod and hanging ball (with pin & clip). 1 piece
- d.** remote control receiver. 1 piece
- e.** safety cable with vice (already attached to motor). 1 piece
- f.** yoke cover. 1 piece
- g.** remote control transmitter. 1 piece
- h.** wall control and plate. 2 separate pieces
- i.** motor housing. 1 piece
- j.** glass shade. 1 piece
- k.** threaded rod bracket (for use with light kit, in hardware pack). 1 piece
- l.** blade plate. 2 pieces
- m.** cover plate. 1 piece
- n.** blade. 2 pieces
- o.** hardware packs



**! IMPORTANT REMINDER:** You must use the parts provided with this fan for proper installation and safety. **!**

**bulb required:**  
1 x 50 watt max. halogen bulb, type JD E11  
(included)



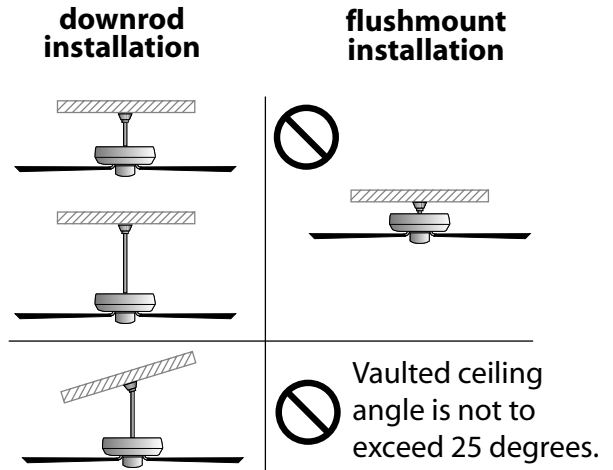
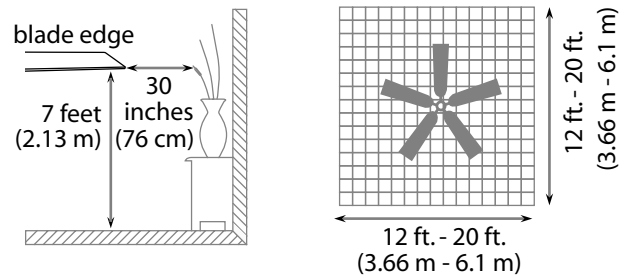
### 3. Installation Preparation.

To prevent personal injury and damage, ensure that the hanging location allows the blades a clearance of 7 feet (2.13 m) from the floor and 30 in (76 cm) from any wall or obstruction. This fan is suitable for room sizes up to 400 square feet (37.2 square meters).

This fan can be mounted with a **downrod** on a regular (no-slope) or vaulted ceiling. The hanging length can be extended by purchasing a longer downrod (0.5 in /1.27 cm diameter). Other installation, such as **flushmount**, is *not* available for this fan.

**Installation requires these tools:**

Phillips screwdriver, flathead screwdriver, adjustable pliers or wrench, stepladder, wire cutters, and rated electrical tape.



### 4. Hanging Bracket Installation.

Turn off circuit breakers to current fixture from breaker panel and be sure operating light switch is turned to the OFF position.

**WARNING:** Failure to disconnect power supply prior to installation may result in serious injury.

Remove existing fixture.

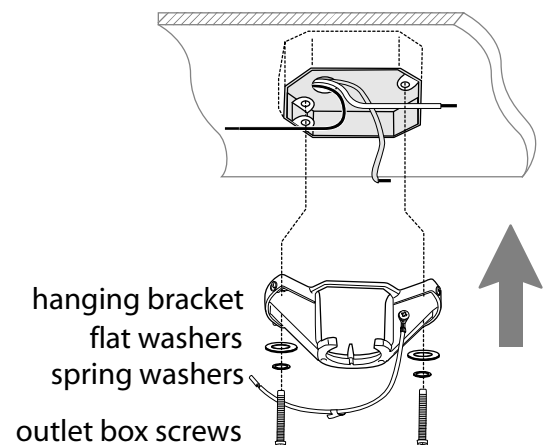
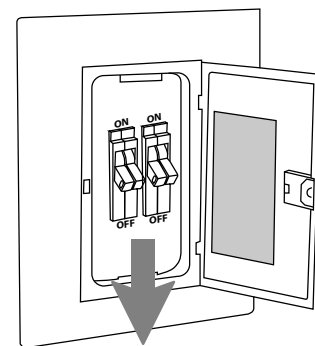
**WARNING:** When using an existing outlet box, be sure the outlet box is securely attached to the building structure and can support the full weight of the fan. Ensure outlet box is clearly marked "Suitable for Fan Support." If not, it must be replaced with an approved outlet box. Failure to do so can result in serious injury.

**CAUTION:** Be sure outlet box is properly grounded and that a ground (**GREEN** or bare) wire is present.

Partially loosen screws in slotted holes on opposite sides of canopy. Remove the other 2 screws--save for later use. Twist canopy to remove hanging bracket from canopy.

Install hanging bracket to outlet box using original screws, spring washers and flat washers provided with new or original outlet box.\* Arrange electrical wiring around the back of the hanging bracket.

**\*Note:** It is very important that you use the proper hardware when installing the hanging bracket as this will support the fan.



## 5. Fan Assembly

If you wish to extend the hanging length of your fan, you must remove the hanging ball from the 16-inch downrod provided to use with an extended downrod (sold separately). [If you wish to use the 16-inch downrod, please proceed to instructions following the dotted line below.]

To remove hanging ball, loosen set screw on hanging ball and remove pin and clip. Lower hanging ball and remove stop pin. Slide hanging ball off the original downrod, A, and slide it down the longer downrod, B (the top of the downrod should be noted as having a set screw hole; use this hole when setting the set screw). Insert stop pin into top of extended downrod and raise hanging ball. Be sure stop pin aligns with slots on the inside of the hanging ball. Tighten set screw securely. [Refer to **diagram 1**.]

Remove vice from safety cable by loosening the screw and nut on the vice. [Refer to **diagram 2**.]

**Tip:** To prepare for threading electrical wires through downrod, apply a small piece of electrical tape to the ends of the electrical wires--this will keep the wires together when threading them through the downrod.

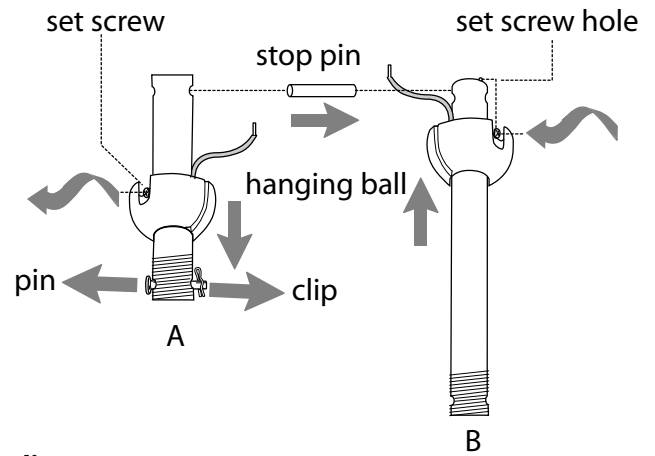
Loosen yoke set screws and nut at top of motor housing. Remove pin and clip from downrod (if you have not already done so). Slide downrod through canopy and yoke cover.

Thread safety cable and electrical wires through downrod and pull extra wire slack from the upper end of the downrod. [Refer to **diagram 3**.]

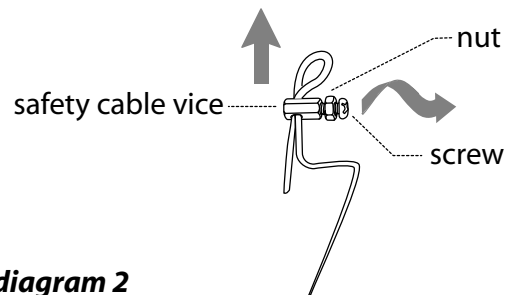
Thread downrod into the motor housing yoke until holes for pin and clip in downrod align with holes in yoke--*make sure wires do not get twisted*. Re-insert pin and clip that were previously removed. Tighten yoke set screws and nut securely. [Refer to **diagram 3**.] Lower yoke cover to motor housing.

**["Fan Assembly" continued on next page.]**

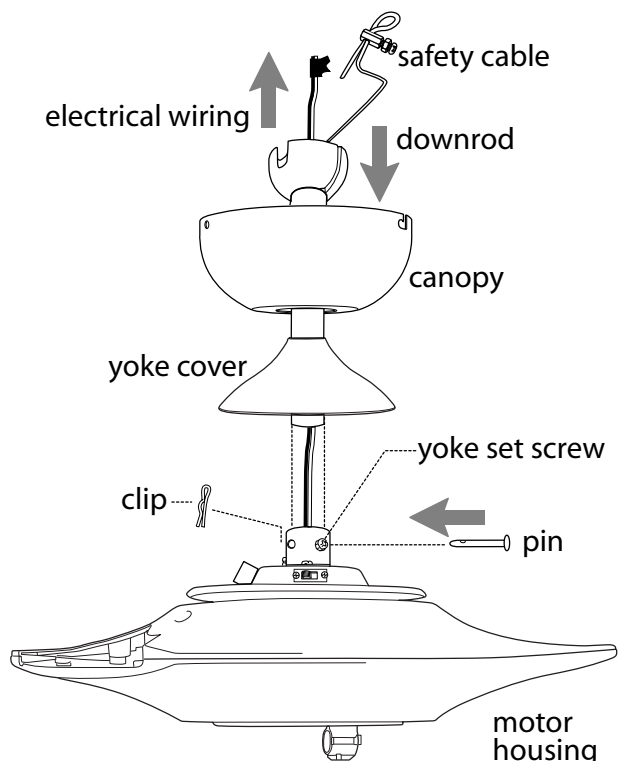
**NOTE:** The important safety precautions and instructions appearing in the manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense and caution are necessary factors in the installation and operation of this fan.



**diagram 1**



**diagram 2**



**diagram 3**

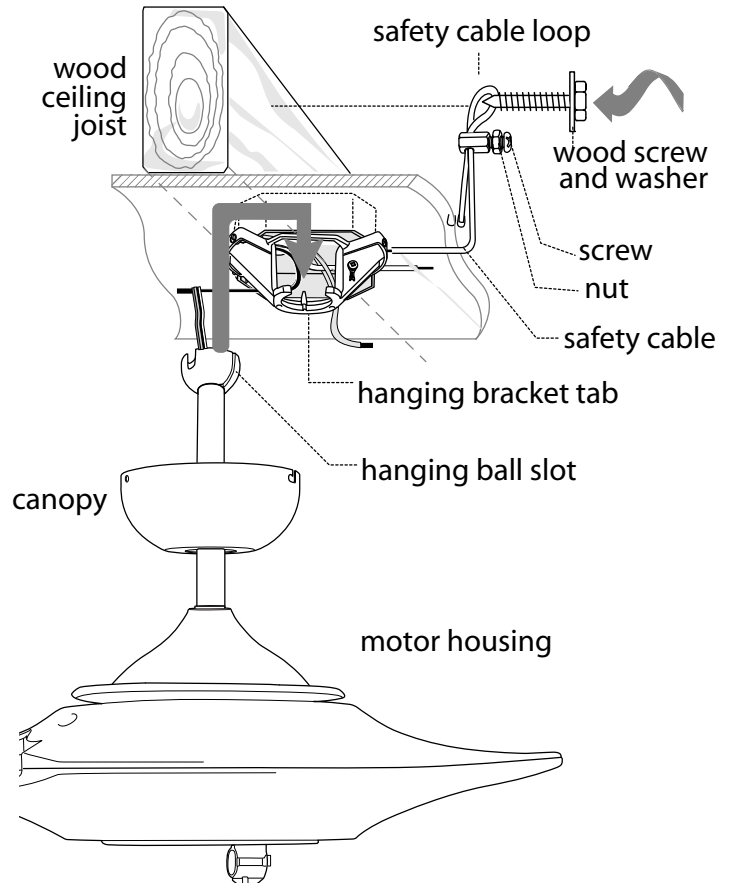
## 5. Fan Assembly. (cont.)

With the hanging bracket secured to the outlet box and able to support the fan, you are now ready to hang your fan. Grab the fan firmly with two hands. Slide down rod through opening in hanging bracket and let hanging ball rest on the hanging bracket. Turn the hanging ball slot until it lines up with the hanging bracket tab.

**Tip:** Seek the help of another person to hold the stepladder in place and to help lift the fan up to you once you are set on the ladder.

Replace vice on safety cable and adjust safety cable length by loosening screw and nut on the safety cable vice and pulling on the cable. Adjust slack in cable to a hands length and secure vice by tightening screw and nut securely. [**Refer to drawing at right.**] The loop at the end of the safety cable should just fit over the threads on the wood screw. *Test safety cable by pulling on loose end with pliers. If the safety cable slips, the screw and nut on the vice must be set tighter.*

Find a secure attachment point (wood ceiling joist highly recommended) and secure safety cable. It will be necessary to use a heavy duty wood screw, washer and lock washer (not supplied) with the safety cable loop. Extra cable slack can be left in ceiling area.



## 6. Wiring

**CAUTION:** Be sure outlet box is properly grounded and that a ground wire (**GREEN** or Bare) is present.

Make sure all electrical connections comply with Local Codes or Ordinances and the National Electrical Code. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the diagram to the right, please use a qualified electrician.

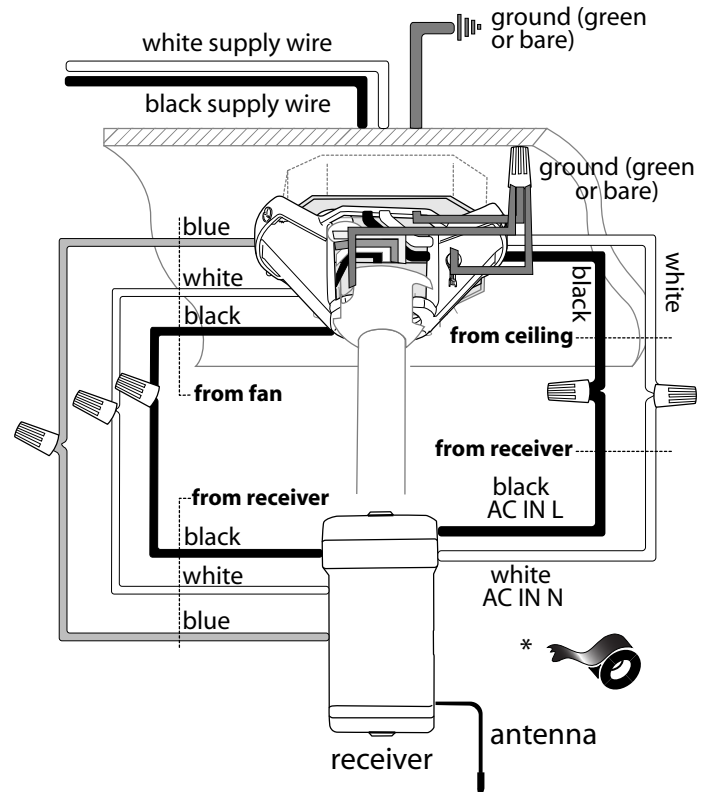
When downrod is secured in place on the hanging bracket, **WIRE THE RECEIVER** with wire connectors provided as shown at right.

**Tip:** While you are wiring, keep in mind that wires must not obstruct receiver from sliding into hanging bracket.

\* Wrap each wire connector separately with electrical tape as an extra safety measure.

Gently insert receiver (flat side up) into hanging bracket and carefully push taped wire connectors into outlet box. Let antenna rest outside of hanging bracket.

**NOTE:** If you elect **not** to use light, please be sure that **BLUE** wires from fan and receiver are **not** connected and then cap off with wire connector.



**IN ORDER TO WIRE WALL CONTROL**, remove existing wall switch. Wire the **WALL CONTROL** with wire connectors provided as shown in *diagram at right*.

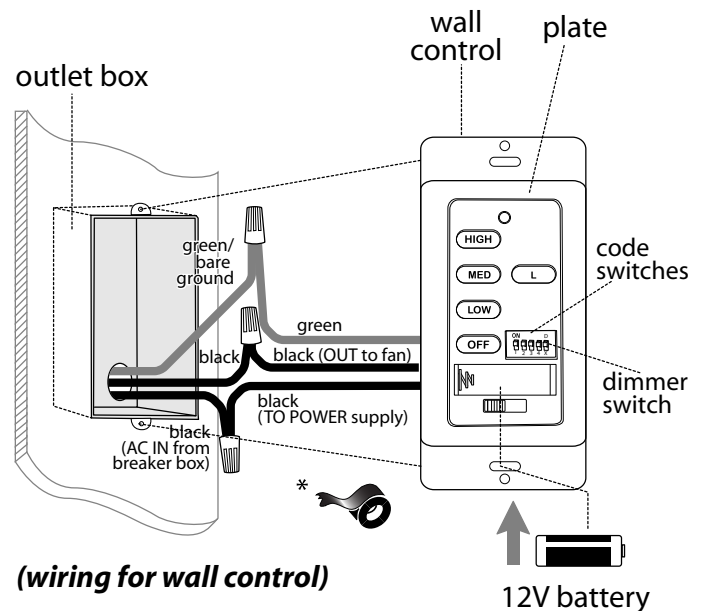
\* Wrap each wire connector separately with electrical tape as an extra safety measure. Gently push wires and taped wire connectors into outlet box.

Use a ballpoint pen or a small screwdriver to set the code switches 1 through 4 on the wall control. Factory setting is pre-set and not recommended for use. **Write down the number sequence to use in Section 10.**

**Note:** Since this fan comes with a halogen bulb, the dimmer switch (labeled **D** and **X**) has been pre-set to the "ON" position (**D**). If you do not wish to have dimming capability, please move the switch to the "OFF" position (**X**).

Install one 12-volt battery (included) in wall control. Attach wall control to outlet box and secure with screws from original wall switch. Attach front plate to wall control using 2 screws provided in the wall control.

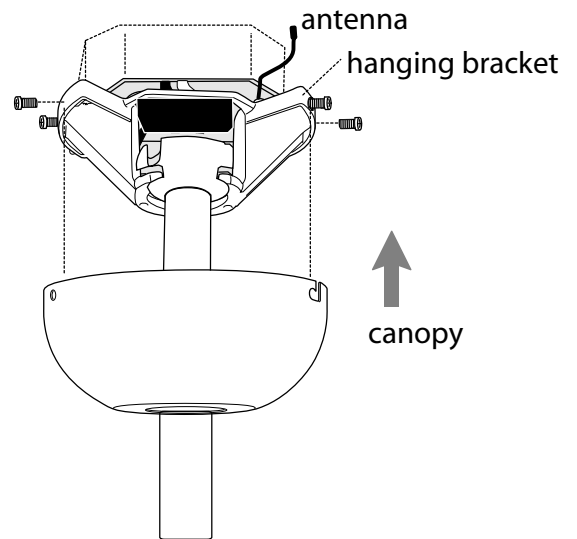
**Important:** Wall control will not function unless battery is installed.



## 7. Canopy Assembly.

Raise canopy to hanging bracket and align slotted holes in canopy with loosened screws in hanging bracket. Twist canopy to lock. Re-insert screws that were previously removed (on page 3, Section 4) and secure all screws with Phillips screwdriver.

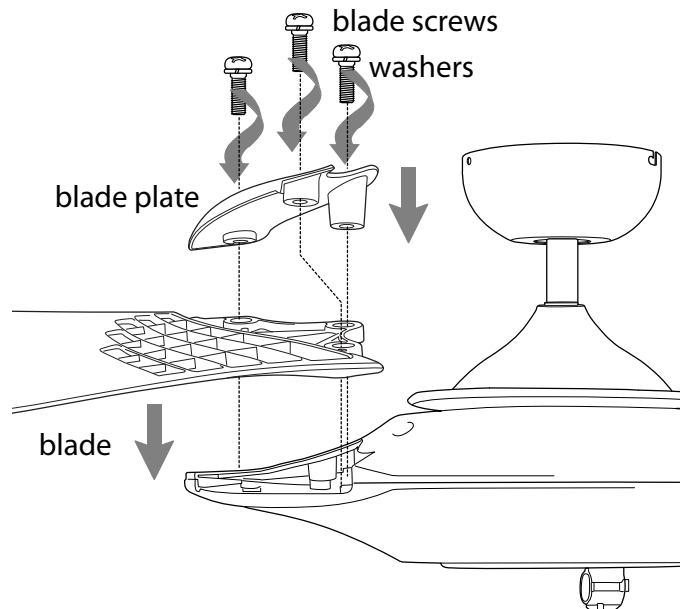
\*Remember that antenna for remote control receiver must rest *outside* of hanging bracket.



## 8. Blade Assembly.

**Time Saver:** Washers for blade screws can be set on each blade screw prior to installing the blades.

Locate 6 blade attachment screws and washers in one of the hardware packs. Place a blade over one of the openings on the top of motor housing. Align holes in blade with 3 holes located on motor housing. Next, place blade plate over blade, aligning the holes in blade plate with holes in blade. Insert 3 blade attachment screws (along with washers) and then tighten screws securely with a Phillips screwdriver. Repeat procedure for the remaining blade.





## 9. Light Assembly (Optional).

**If you wish to use your fan WITH the light kit,** install the halogen bulb, type JD E11, 50 watts max., provided.

**Tip:** Do not touch glass portion of bulb with fingers or hands. Oil from skin can cause bulb to overheat and go out prematurely. Use cardboard box or foam wrapping bulb was packed with to layer around glass portion of bulb.

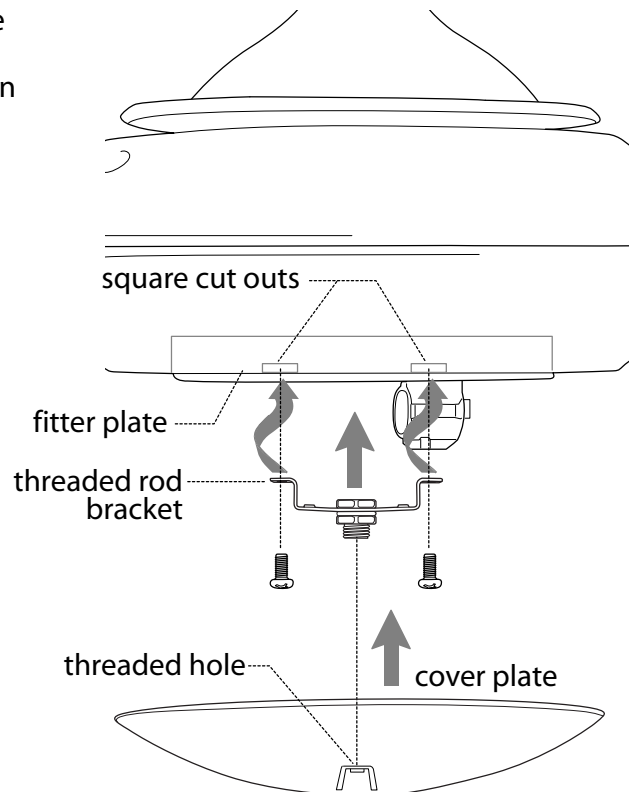
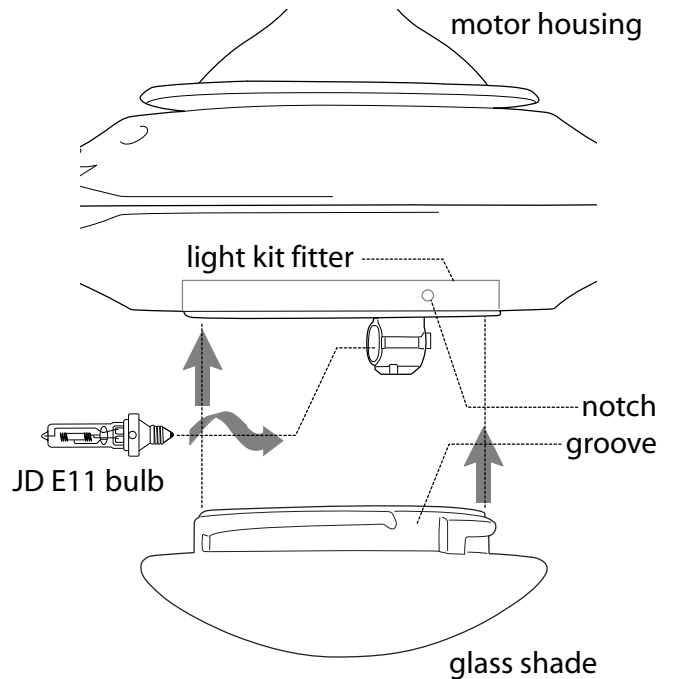
Align grooves on glass shade with notches on light kit fitter. Turn glass shade to the RIGHT to attach glass shade.

**NOTE:** Pull down very *gently* on glass shade to make sure that glass shade is secured completely.

**IMPORTANT:** It is necessary to remove the glass shade in order to replace the bulb. When you need to replace the bulb, please allow bulb and glass shade to cool down before touching. Use a halogen bulb, type JD E11, 50 watts max., remembering not to touch the glass portion of the bulb as described above (see "**Tip**").

**If you wish to use your fan WITHOUT the light kit,** locate threaded rod bracket in one of the hardware packs. Remove the 2 screws on underside of fitter plate that are inset in square cut outs. Align holes in threaded rod bracket with holes in fitter plate. The ends of the threaded rod bracket should slide into the square cut outs on fitter plate. Re-insert the screws that were just removed and tighten both screws securely.

Align threaded hole in center of cover plate with threaded rod. Turn cover plate to the RIGHT to attach cover plate. Pull down gently on cover plate to make sure that cover plate is secure.



## 10. Automated Learning Process./Activating Code.

**CAUTION:** The remote control transmitter can be programmed to multiple receivers or fans. If this is not desired, turn wall switch off to any other programmable receiver or fan.

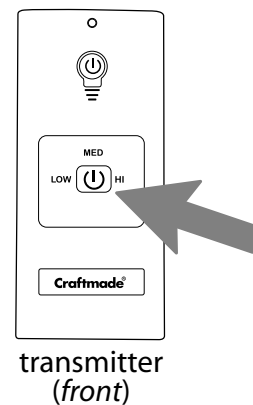
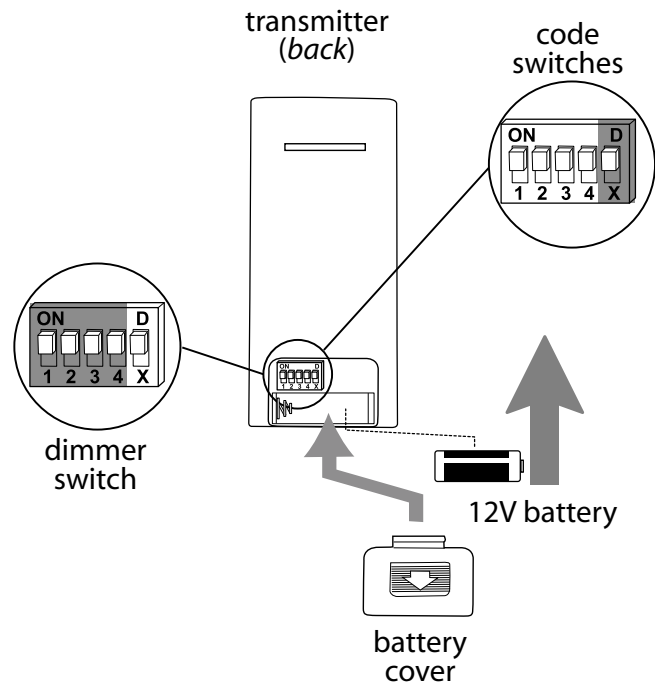
Remove battery cover on back side of remote control transmitter.

Use a ballpoint pen or a small screwdriver to set the code switches 1 through 4 for the transmitter. **Use the same number sequence used when wiring the wall control in Section 6.**

**Note:** Since this fan comes with a halogen bulb, the dimmer switch (labeled **D** and **X**) has been pre-set to the "ON" position (**D**). If you do not wish to have dimming capability, please move the switch to the "OFF" position (**X**).

Install one 12-volt battery (included) in transmitter. Re-attach battery cover on transmitter.

Restore electrical power and then set slider switch on wall control to the ON position. Within 30 seconds of turning on the wall control, press the fan OFF button (⏻), located on the front of the transmitter, for 5 seconds or until light blinks twice. Test the light and fan functions to confirm the learning process is complete--see Section 13.



## 11. Wall Control Operation.

**ON/OFF slider switch** - turns *wall control* ON or OFF

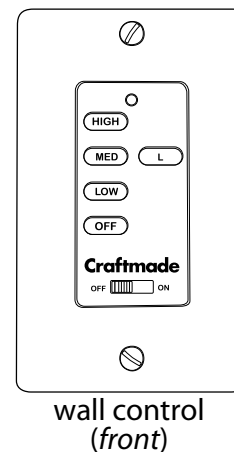
**HIGH** button - turns *fan* to HIGH speed

**MED** button - turns *fan* to MEDIUM speed

**LOW** button - turns *fan* to LOW speed

**OFF** button - turns *fan* OFF

**L** button - turns *light* ON/OFF when pressed once; dims *light* when pressed and held down




## 12. Remote Control Operation.

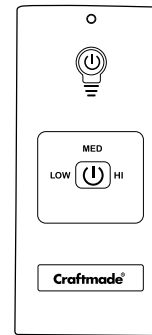
**HI** button - turns *fan* to HIGH speed

**MED** button - turns *fan* to MEDIUM speed



**LOW** button - turns *fan* to LOW speed

 button - turns *fan* OFF

 button - pushing  button turns *light* ON/OFF; pressing  button and holding it down for more than 0.7 seconds converts it into a dimmer



## 13. Testing Your Fan.

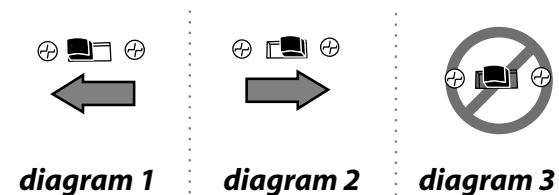
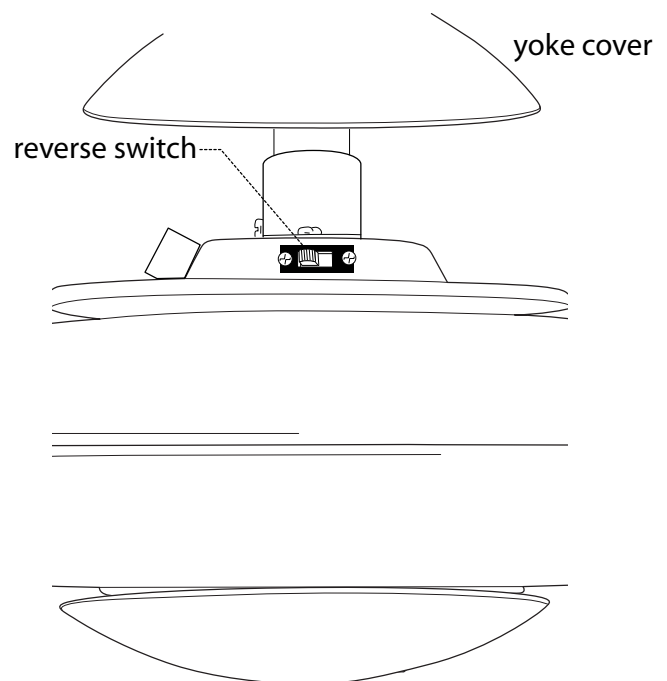
It is recommended that you test fan before finalizing installation. Restore power from circuit box and light switch (if applicable). Locate ON/OFF slider switch on wall control and set to the ON position. Test light and dimmer function and then test fan speeds. Next, locate remote control. Start with the lights OFF and test the light ON/OFF function by pressing the  button. Test the dimmer function by pressing the  button and holding it down for 1 second. Test fan speeds with the different fan speed buttons. If the remote control operates all of the functions of the fan, battery has been installed correctly. If the wall and/or remote controls do (does) not operate all of the fan functions, refer to "Troubleshooting" section to solve any issues before contacting Customer Service.

Turn fan completely off *before* moving the reverse switch (located under the yoke cover on the motor housing). Set reverse switch to recirculate air depending on the season:

- LEFT position in summer (**diagram 1**)
- RIGHT position in winter (**diagram 2**)

A ceiling fan will allow you to raise your thermostat setting in summer and lower your thermostat setting in winter without feeling a difference in your comfort.

**Important:** Reverse switch must be set either *completely to the LEFT* or *completely to the RIGHT* for fan to function. If the reverse switch is set in the *middle* position (**diagram 3**), fan will not operate.



## Troubleshooting.

**WARNING:** Failure to disconnect power supply prior to troubleshooting any wiring issues may result in serious injury.

**Problem:** Fan fails to operate.

**Solutions:**

1. Check power to wall switch/wall control.
2. Check to be sure code switches in remote control transmitter and wall control are set properly.
3. Verify that receiver is wired properly.
4. Verify that wall control is wired properly.
5. Check to be sure fan is wired properly.
6. Check that red light on remote control transmitter turns on when a button is pressed indicating that the battery is good.
7. Learning process between fan, remote control transmitter and wall control may not have been successful and code was not activated. Turn off power and repeat instructions in next to last paragraph of Section 10 (page 9).

**Problem:** Fan operates but light fails (if applicable).

**Solutions:**

1. Check that bulb is installed correctly.
2. Replace defective bulb with same type of bulb.
3. Check to be sure wires in canopy are wired properly.
4. Check to be sure that bulb totals no more than 190W. [Note: Lamping light kit with bulb that totals more than 190W will cause the wattage limiting device to interrupt the flow of electricity to the light kit.]

**Problem:** Fan and light fail to operate with remote control and/or wall control.

**Solutions:**

1. Check that red light on remote control transmitter turns on when a button is pressed indicating that the battery is good.
2. Check to be sure code switches in remote control transmitter, receiver and wall control are set properly.
3. Learning process between fan, remote control transmitter and wall control may not have been successful and code was not activated. Turn off power and repeat instructions in next to last paragraph of Section 10 (page 9).
4. Check for battery in wall control; verify battery is still good.

**Problem:** Fan wobbles.

**Solutions:**

1. Use the balancing kit located in one the hardware packs. *If no blade balancing kit is provided, please call Customer Support, 1-800-486-4892, to request one.*
2. Check to be sure set screw(s) on motor housing yoke is (are) tightened securely.
3. Check to be sure set screw on hanging ball is tightened securely.

## Warranty.

CRAFTMADE/ELLINGTON LIFETIME WARRANTY:

CRAFTMADE/ELLINGTON warrants this fan to the original household purchaser for indoor use under the following provisions:

1-YEAR WARRANTY: CRAFTMADE/ELLINGTON will replace or repair any fan which has faulty performance due to a defect in material or workmanship. Contact

Craftmade/Ellington Customer Service at **1-800-486-4892** to arrange for return of fan. Return fan, shipping prepaid, to Craftmade/Ellington. We will repair or ship you a replacement fan, and we will pay the return shipping cost.

5-YEAR WARRANTY: CRAFTMADE/ELLINGTON will repair or replace at no charge to the original purchaser any fan motor that fails to operate satisfactorily when failure results from normal use.

RETURN FAN MOTOR ONLY, shipping prepaid, to Craftmade/Ellington. We will repair or ship purchaser a replacement motor and Craftmade/Ellington will pay the return shipping cost.

6-YEAR to LIFETIME LIMITED WARRANTY:

CRAFTMADE/ELLINGTON will repair the fan, at no charge for labor only to the original purchaser, if the fan motor fails to operate satisfactorily when failure results from normal use. Parts used in the repair will be billed to the purchaser at prevailing prices at time of repair.

The purchaser shall be responsible for all costs incurred in the removal, reinstallation and shipping of the product for repairs.

This warranty does not apply when damage from mechanical, physical, electrical or water abuse results in causing the malfunction. Deterioration of finishes or other parts due to time or exposure to salt air is specifically exempted under this warranty.

Neither Craftmade/Ellington nor the manufacturer will assume any liability resulting from improper installation or use of this product. In no case shall the company be liable for any consequential damages for breach of this, or any other warranty expressed or implied whatsoever. This limitation as to consequential damages shall not apply in states where prohibited.

## Parts Replacement.

For parts and information, please refer to "Parts Inventory" on page 2.

Customer Support:

**1-800-486-4892**

[www.craftmade.com](http://www.craftmade.com)

# Craftmade

CEILING FANS

Est. 1985