

Decorative Ceiling Fans

Installation Instructions



**Models: F-1032 BN
F-1032 BK
F-1032 WH**

Read and Save These Safety Precautions

1. Turn off electricity at main switch before wiring or servicing fan in order to avoid possible electrical shock.
2. All wiring must be in accordance with the National Electric Code (ANSI/NFPA70-1999) and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. After making the wire connections, the wires should be spread apart with the grounded conductor and the equipment-grounding conductor on the one side of the outlet box and the ungrounded conductor on the other side of the outlet box.
4. The splices after being made should be turned upward and pushed carefully up into the outlet box.
5. Conductor of a fan identified as grounded conductor to be connected to grounded conductor of power supply, conductor of a fan identified as ungrounded conductor to be connected to an ungrounded conductor of power supply, conductor of fan identified for equipment grounding to be connected to an equipment-grounding conductor.
6. Fan should not be mounted in an area where it might get wet.
7. To reduce the risk of fire, electric shock or personal injury, mount to outlet box marked "Acceptable for Fan Support" and use mounting screws provide with the outlet box. The outlet box and its support must be able to support the moving weight of the fan (at least 35lbs).
8. For safety and best operating results, we recommend that you have a qualified electrician assemble and install your fan.
9. WARNING: To reduce the risk of fire or electric shock, do not use this fan with any solid state speed control device.
10. 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 in between rotating fan blades.
11. Check downrod length to ensure blades are at least 7 feet (2.1m) above the floor.

Trouble Shooting

Problem A: Fan Will not Start

Remedies:

1. Check fuse or circuit breaker and replace if necessary
2. Turn off electrical power and check all wire connectors.
3. See operation instructions.

Problem B: Fan is Excessively Noisy

Remedies:

1. Check that all screws in fan assembly are tight and properly seated.
2. Check to make sure mounting bracket is installed properly.
3. Check to make sure light kit and glass are installed properly and tight.

Problem C: Fan Wobbles

Remedies:

1. Check that all blades are screwed firmly into blade holders.
2. Check that all blade holders are screwed firmly into motor.
3. Check the weight of blades. All our blades are weighed on electronic scales. The weight is marked on the reverse side of the fan blade near the motor end. All of the blades should be the same weight to prevent fan from wobbling.
4. A balancing kit is enclosed if needed.

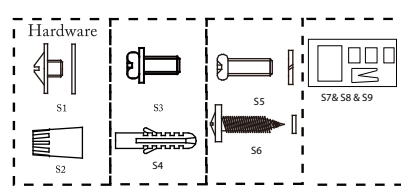
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Before Assembly

1. Make sure that the fan voltage (120) is compatible with your own electrical system.
2. Check to make sure that your carton contains all the parts mentioned in the parts list.
NOTE: The box can be used as a work space to prevent any damage on the ornamental surface.
CAUTION: Before installing, choose a location for mounting the fan where the blades have at least 7 feet of clearance from all objects and floor. Mount an outlet box to the ceiling or use an existing box
CAUTION: Do not mount fan to sheet rock or drywall type materials. To insure proper support, use the two #1 wood screws to secure mounting bracket to joist or beam. If the location you choose does not have a suitable support beam, install a 2"x 4" brace between ceiling joists to support.

Screw Package

S1. Blade Screws & Washers	16
S2. Wire Nuts	3
S3. Dual mounting Screws	1
S4. Expansion sleeves	2
S5. #8Screws & Lock Washers	2
S6. Wood Screws & Flat Washers	2
S7. Balance Piece & Tape	3
S8. Balance Clip	1
S9. Instruction Sheet	1

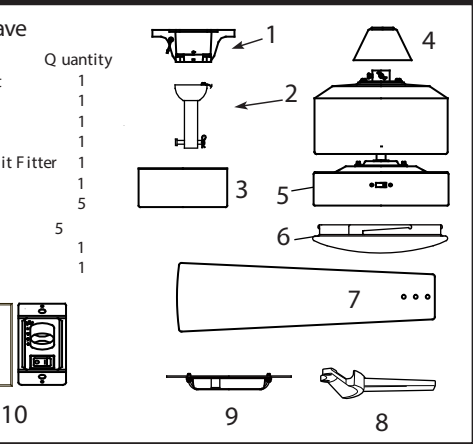


Tools you Need



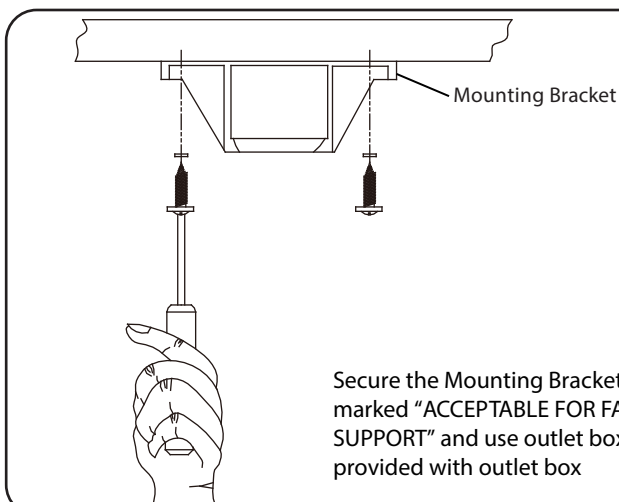
What You Have

Parts	Quantity
1. Mounting Bracket	1
2. Downrod	1
3. Canopy	1
4. Flange Cover	1
5. Motor & Light Kit Fitter	1
6. Light Kit Glass	1
7. Blades	5
8. Blades arm	5
9. LED light kit	1
10. Wall Control	1



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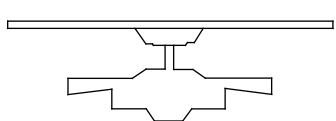
Installing Mounting Bracket



Secure the Mounting Bracket to outlet box marked "ACCEPTABLE FOR FAN SUPPORT" and use outlet box screws provided with outlet box

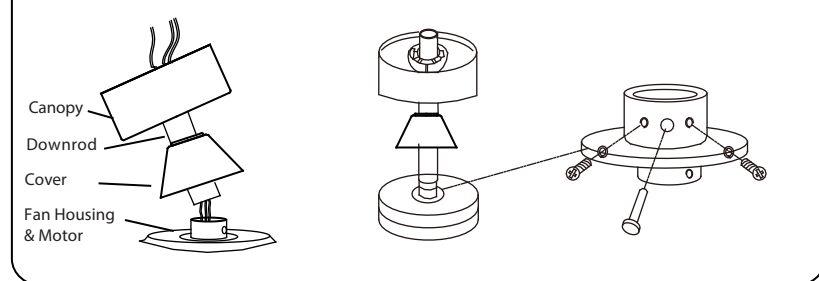
Mounting options

Drop-mount (for normal ceilings)
This method is preferred if the ceiling is sloped or vaulted, or if ceiling is extra high, requiring the need of a Downrod.



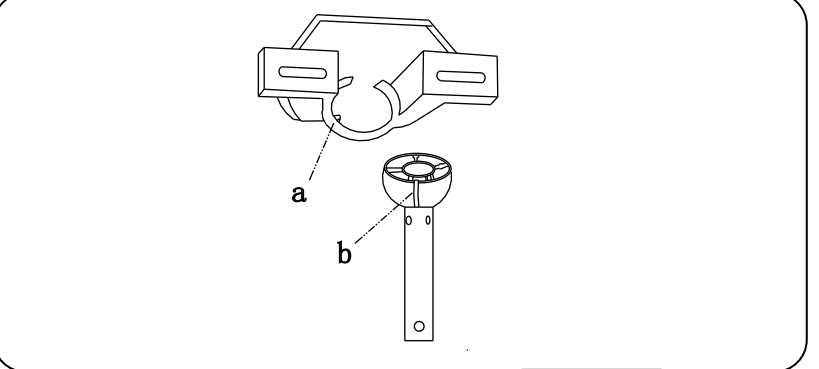
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Installing Drop-mount



Loosen the two Downrod Set Screws and remove the Clip and Connection Pin from the downrod coupling. Insert the Downrod through Canopy and Cover, pull lead wires through Downrod.
Insert Downrod into downrod coupling. Make sure to align holes in Downrod with the holes in the coupling. Insert the Clip into the Connection Pin until it snaps into place. Tighten the Screws in the downrod coupling.

Installing Hugger mount

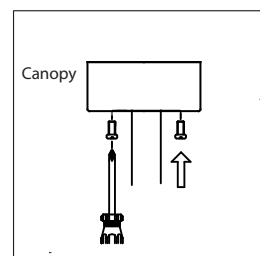


Carefully lift the fan assembly onto the Mounting Bracket.
Rotate the fan until the notch(b) on the Nylon Ball fits against the ridge(a) on the Mounting Bracket.
With the Mounting Bracket holding the fan assembly, follow wiring instructions.
WARNING: Failure to holding the fan assembly may result in serious injury or death.

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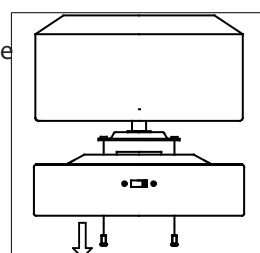
Assembly

- Unhook the assembly from the mounting bracket.
- Hold the assembly by the canopy and raise up to align the two holes in the canopy with the holes in the mounting bracket.
- Tighten the loosened screws. Now re-secure the screws and washers which were removed.

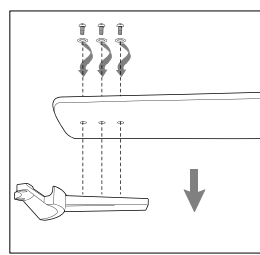


Blade Assembly

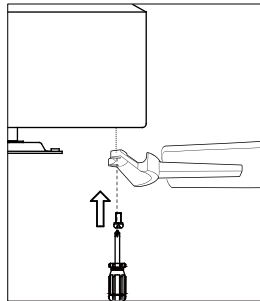
- Remove 1 screw from preassembled fitter plate on underside of motor housing and partially loosen the other 2 screws. Twist fitter plate to remove it and save for later use.



- Locate 15 blade attachment screws and washers in one of the hardware packs. Hold blade arm up to blade and align holes. Insert 3 blade attachment screws (along with washers) with fingers first and then tighten screws securely with a Phillips screwdriver. Repeat for the remaining blades.



- Align blade holes and attach blade with blade screws and washers. Before securing screws permanently, repeat with remaining blade. Securely tighten all screws.



IMPORTANT: Tighten blade screws twice a year.

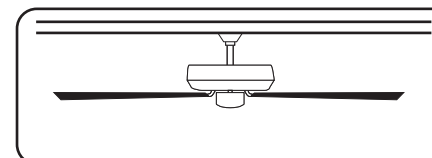
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Turn off circuit breakers and wall switch to the fan supply line leads.

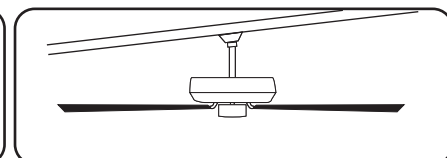


Preparation

Important: When using an existing outlet box, be sure the box 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 or death.

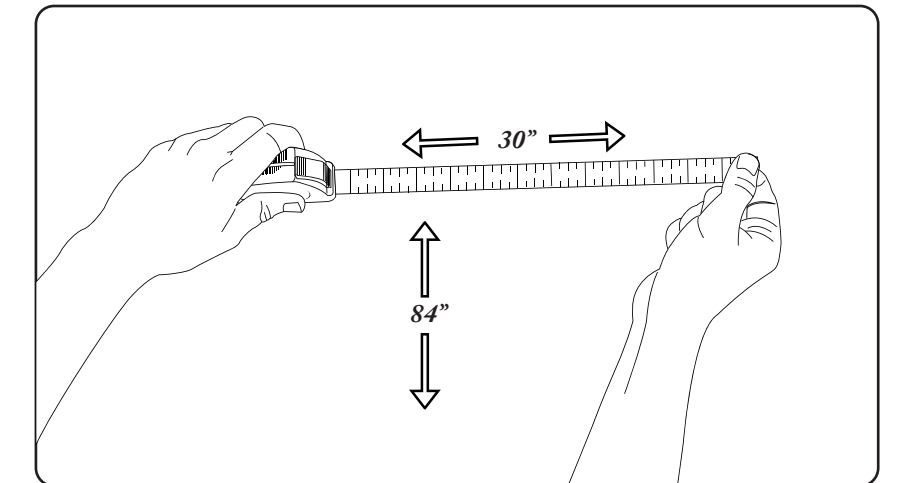


a) Downrod Mount
(Normal Ceilings)



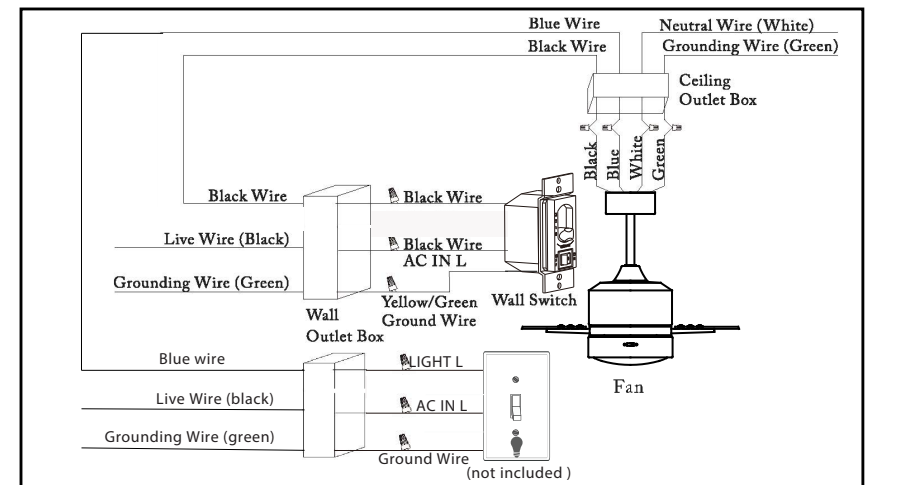
b) Angle Mount
(Vaulted Ceilings)

IMPORTANT: If using the angle mount method, check to make sure the ceiling angle is not steeper than 18°. Angles greater than 18° will require a 35° angle adapter.



- Check to make sure blades are at least 30" from any obstruction.
- Check Down rod Length to make sure blades are at least 7.1' above the floor.

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Make wire connections using wire nuts:

Fan wire connection:

- 1.) Connect black wire from fan to black wire from ceiling outlet box.
- 2.) Connect blue wire from fan to blue wire from ceiling outlet box.
- 3.) Connect white wire from fan to white wire (neutral) from ceiling outlet box.
- 4.) Connect green ground wires from downrod and bracket to ground wire (green or bare copper) from ceiling outlet box.

Wall switch connection:

- 1.) Connect black wire (live) from Wall outlet box to black (AC IN L) wire from wall switch.
- 2.) Connect blackwire from Fan (inside the outletbox) to black (TO MOTOR L) wire from wall switch.
- 3.) Connect blue wire from Light (inside the outlet box) to (TO LIGHT L) wire from wall switch.

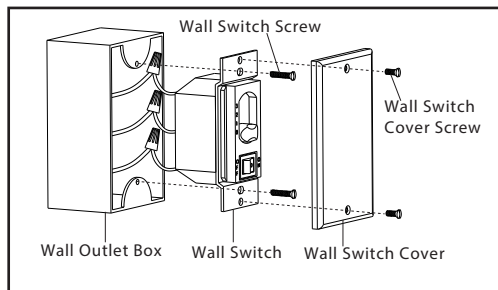
***The black wire, white wire and blue wire between ceiling outlet box and wall outlet box are conductor cables.

***If your wall outlet box has a ground wire (green or bare copper), connect the yellow/ green ground wire from wall switch to it with a wire nut. Otherwise connect the yellow/ green ground wire from wall switch to one of the screws from the wall outlet box.

***After the connections have been made, the wires from fan should be pushed up carefully into the ceiling outlet box.

WARNING: Be sure no bare wire or wire strands are visible after making connection. Place green and white connections on opposite side of box from the black and blue (if applicable) connections.

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Wall Switch Installation:

Carefully tuck the wire connections from wall switch inside wall outlet box. Secure the wall switch with two wall switch screws provided. Attach the wall switch cover over the wall switch and secure with two wall switch cover screws provided.

Warning: Hook up in "series only". Do not connect the live and neutral wires of the electric circuit to the wall switch- damage to the switch and possible fire could occur.

Operation

The fan 3-speed control is used to set the fan speeds as follows:

0= Turns the fan off

H= High Speed

M= Medium Speed

L= Low Speed

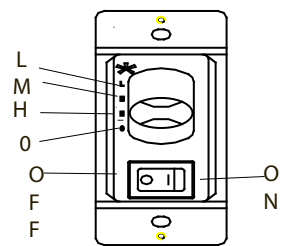
"OFF-ON" light Button: Turn on/off the light

Forward and reverse direction function

This ceiling fan is equipped with a Reverse Switch

for downward or upward air-flow.

NOTE: Do not use the Reverse Switch when the fan blades are in motion.

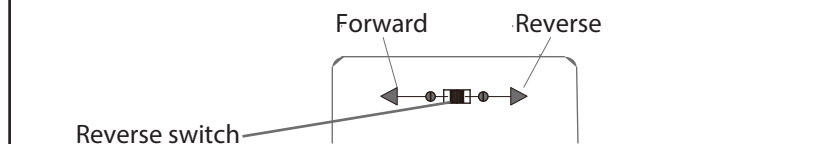


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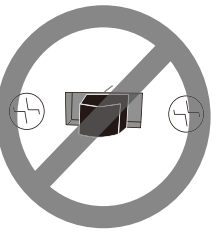
Forward and reverse direction function

This ceiling fan is equipped with reverse switch for downward or upward air-flow.

NOTE: Do not change the direction of rotation while the fan blades are in motion. To change direction, turn off the fan and wait for the blades to stop rotating before setting the switch to the desired rotation direction, either forward or reverse.



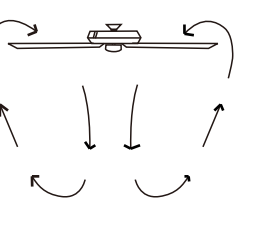
IMPORTANT: Reverse switch must be set either completely left or completely right for fan to function. If the reverse switch is set in the middle position, fan will not operate.



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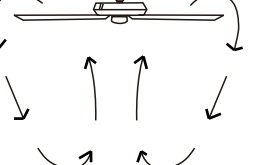
Forward function(left position)

On this setting, the fan will turn counterclockwise to create a cooling effect. Use this function during warmer weather to circulate the hot air away from your living space.



Reverse function(right position)

On this setting, the fan will turn clockwise. Use this function during cooler weather to re-circulate warm air.



Maintenance

- Because of the fan's natural movement, some connections may become loose. Check the support connections, brackets and blade attachments twice a year. Make sure they are secure.
- There is no need to oil your fan. The motor has permanently-lubricated bearings.

Care and cleaning

- Dust your fan periodically with a soft, dry cloth. Do not use harsh cleaners or materials as they may damage the unit.
- To prevent bending the blades during cleaning, support the blades so that no pressure is applied to them.

Caution!

Do not allow water to come in contact with fan blades or the ceiling fan. Doing so will create fire and/ or shock hazards, damaging property.