

# minkaAire™

Como™  
Model No. F603



# Instruction Manual

**Please Read and Save Instructions**

**Lifetime**  
WARRANTY



Congratulations on your purchase of a **Minka-Aire™** ceiling fan! Your new fan will be a beautiful addition to your home, and will keep you comfortable throughout the year.

**Minka-Aire™** offers a variety of ceiling fans: combinations of wood and brass finishes, solid designer colors, and unique glass and crystal designs. A large selection of light fixtures and light kits are also available. Ask your dealer about accessories that will allow you to customize your fan.

We're certain that your **Minka-Aire™** fan will provide you with many years of comfort, energy savings and satisfaction. To ensure your personal safety and to maximize the performance of your fan, please read this manual thoroughly.

## LIMITED LIFETIME WARRANTY

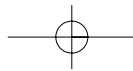
**Minka-Aire™** warrants this fan to be free from defects in material and workmanship for one year from the date of purchase, except for the motor. **Minka-Aire™** warrants to the original owner that the motor in this fan shall be free from defects in material and workmanship as long as the original purchaser owns the fan. **Minka-Aire's™** only obligation under this limited warranty is to replace, repair or refund the purchase price any fan confirmed by **Minka-Aire™** to be defective in material or workmanship after such fan is returned to **Minka-Aire™** by the original purchaser along with a proof of purchase and with shipping charges prepaid. This warranty shall not apply to fans which have been damaged as a result of improper installation, removed from the original installation or subjected to use for which the fan was not designed. The customer shall be responsible for any cost of removing the old fan, installing a new fan or any other costs. This limited lifetime warranty is in lieu of all other expressed warranties. **Minka-Aire™** shall under no circumstances be liable for any incidental or consequential damages.

Date Purchased \_\_\_\_\_

Store Purchased \_\_\_\_\_

Model No. F603 \_\_\_\_\_

Serial No. \_\_\_\_\_



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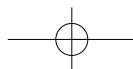
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# 1. SAFETY FIRST

1. Before you begin installing the fan, **shut the power off** at the circuit breaker or the fuse box.

2. Be Cautious! Read and save all instructions and safety information before installing your new fan. Review the accompanying assembly diagrams.

3. Make sure that all electrical connections comply with local codes, ordinances, or National Electrical Codes. Hire a qualified electrician or consult a do-it-yourself wiring handbook if you are unfamiliar with installing electrical wiring.

4. Make sure the installation site you choose allows the fan blades to rotate without any obstructions. Allow a **minimum clearance of 7 feet** from the floor to the lowest edge of the blades and **18 inches** from the tip of the blade to the wall.

5. If you are mounting the fan to a ceiling outlet box, use a U.L. Listed metal octagonal outlet box marked "Acceptable for fan support". Secure the box directly to the building structure. The outlet box and its support must be able to

support the moving weight of the fan (at least 50 lbs.) **Do not use a plastic outlet box.**

6. Secure the hanger bracket using the hardware supplied with the outlet box.

7. If you are mounting the fan to a joist, make sure it is able to support the moving weight of the fan (at least 50 lbs.)

8. After you install the fan, make sure that all mountings are secured to prevent the fan from falling.

9. Do not insert anything into the fan blades while fan is operating.

10. Turn the fan off and wait for it to stop before reversing fan direction.

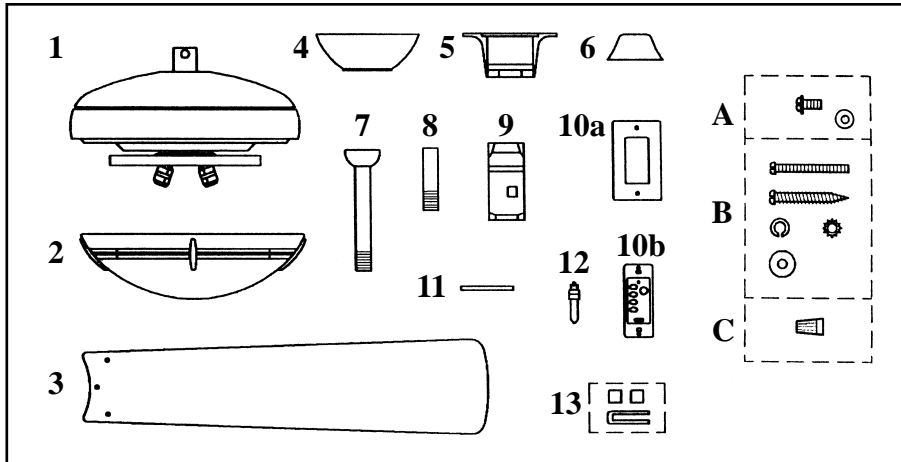
**NOTE:** *The important safeguards and instructions appearing in this manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and care are factors which can not be built into this product. These factors must be supplied by the person(s) installing, caring for and operating the unit.*

## WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR OTHER PERSONAL INJURY. MOUNT FAN ONLY ON A U.L. LISTED OUTLET BOX OR SUPPORTING SYSTEM MARKED ACCEPTABLE FOR FAN SUPPORT AND USE THE HARDWARE PROVIDED WITH THE OUTLET BOX. MOST OUTLET BOXES COMMONLY USED FOR SUPPORT OF LIGHTING FIXTURES ARE NOT ACCEPTABLE FOR FAN SUPPORT AND NEED TO BE REPLACED. CONSULT A QUALIFIED ELECTRICIAN IF IN DOUBT.

TO REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK, DO NOT USE THIS FAN WITH ANY SOLID-STATE SPEED CONTROL.

## PACKAGE CONTENTS 2.



1. Fan motor/housing ass'y
2. Glass shade
3. Fan blade(5 pcs)
4. Canopy
5. Mounting bracket
6. Coupling cover
7. Standard downrod ass'y
8. Minimum-length downrod (for close to ceiling mounting only.)
9. Receiver with 6 wire nuts
- 10a. Wall plate(includes 2-6x8mm mounting screws & 2 wire nuts)
- 10b. Wall control transmitter
11. Canopy cover
12. Halogen bulb(2 pcs 75w)
13. Balancing kit

### A. Blade Attachment Hardware:

- 3/16"x1/2" screws(16 pcs)
- Fibre washers(16 pcs)

### B. Mounting Hardware:

- #8-32 X 1 1/2" machine screws (2 pcs)
- #10 x 1 1/2" wood screws (2 pcs)
- Spring washers (2 pcs)
- Star washers (2 pcs)
- Flat washers (2 pcs)

### C. Wire Nuts (3 pcs)

### 3. BEGIN INSTALLATION

Tools Required: Phillips screw driver; slotted screw driver; pliers; wire cutters; electrical tape.

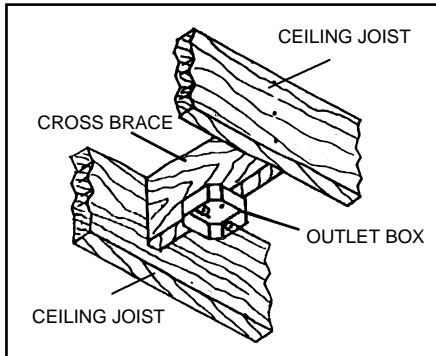


Fig.1

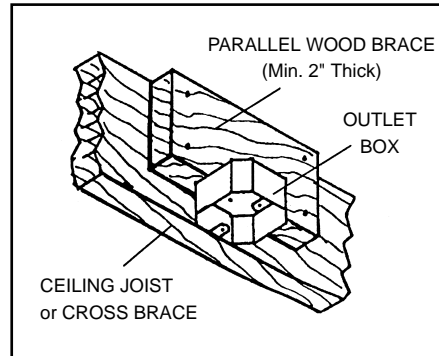


Fig.2

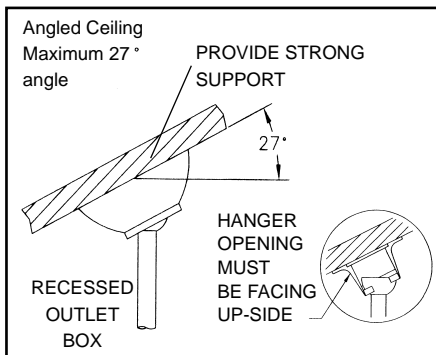


Fig.3

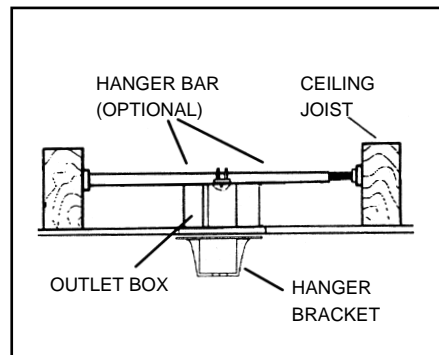


Fig.4

### MOUNTING OPTIONS

If there isn't an existing mounting box, then read the following instructions. **Shut the power off at the circuit breaker or fuse box.**

Secure the outlet box directly to the building structure. Use appropriate fasteners and building materials. The outlet box and its support must be able to fully support the moving weight of the fan (at least 50 lbs.). **Use a U.L. Listed metal outlet box marked "Acceptable for ceiling fan support". Do not use a plastic outlet box.**

Figures 1, 2 and 3 are examples of different ways to mount the outlet box. **Note:** You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling. Longer downrods are available from your **Minka-Aire™** dealer.

To hang your fan where there is an existing fixture but no ceiling joist, you may need to install a hanger bar as shown in Fig. 4 (available at your **Minka-Aire™** dealer).

## ATTACHING THE BLADES 4.

**Step 1.** Remove the bottom styrofoam packaging from the box and use it to support the fan.

**Step 2.** Remove the 6 screws from top housing and lift cover off. (Fig 5)

**Step 3.** Insert the blade through the slot in the housing. Align holes in blade and motor and secure with proper screws. Repeat process with the other blades. Reinstall top housing cover. (Fig 6 & 7)

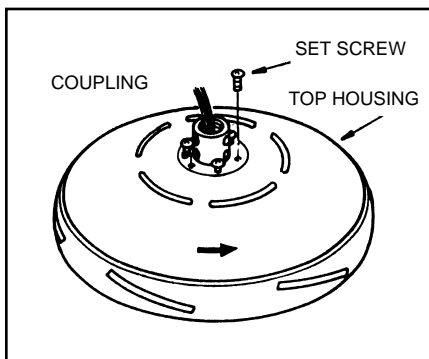


Fig.5

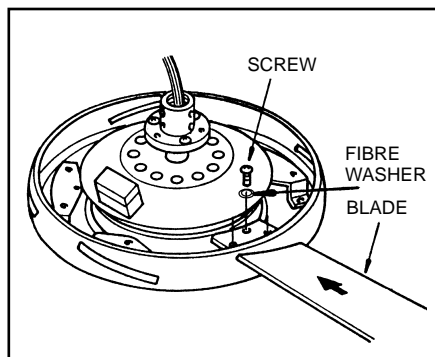


Fig.6

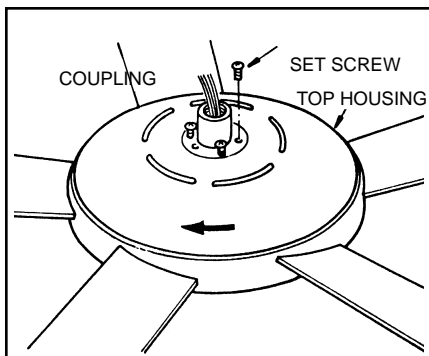


Fig.7

## 5. HANGING THE FAN

**REMEMBER** To turn off the power. Follow the steps below to hang your fan properly.

**Step 1.** Secure the hanger bracket to the ceiling outlet box using screws included with your outlet box and washers included with fan. (Fig. 8)

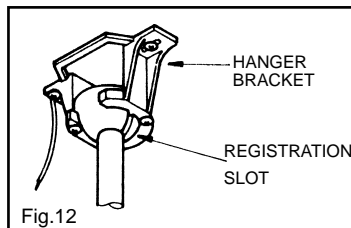
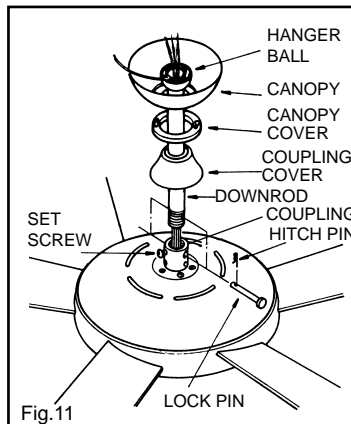
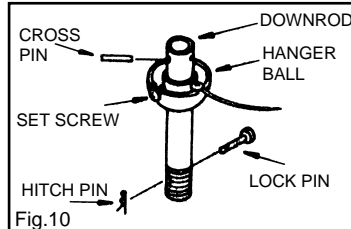
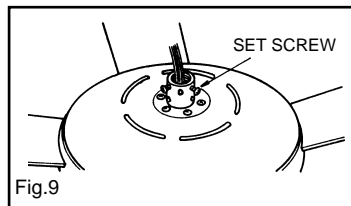
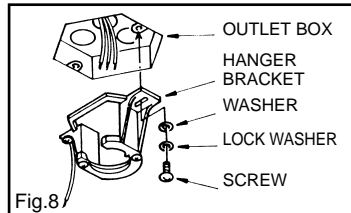
**Step 2.** Loosen the two set screws from the motor coupling. (Fig. 9)

**Step 3.** Remove hanger ball from downrod assembly by loosening set screws, removing the cross pin, and sliding ball off rod. Then remove the hitch pin and lock pin from downrod. (Fig. 10)

**Step 4.** Carefully feed fan wires up through the downrod. (Fig. 11) Thread the rod into the motor coupling, next line up holes and replace the lock pin and hitch pin. Tighten set screws.

**Step 5.** Slip coupling cover, canopy cover and canopy onto downrod. (Fig. 11) Carefully reinstall hanger ball onto rod being sure that the cross-pin is in the correct position, set screws are tighten and wires are not twisted.

**Step 6.** Now lift the motor assembly into position and place the hanger ball into hanger bracket. Rotate until the check groove has dropped into the registration slot and sits firmly (Fig. 12). Rod should not rotate if this is done correctly.





## ELECTRICAL CONNECTIONS 6.

**WARNING:**To avoid possible electrical shock, be sure electricity is turned off at the circuit breaker or main fuse box before wiring.

**Note:**(Fig. 13)This remote control unit is equipped with 16 code combinations to prevent possible interference from or to other remote units. The frequency switches on your receiver and wall transmitter have been pre-set from the factory. Please recheck to make sure the switches from both units are set to the same positions. Any combination of settings will operate the fan as long as the wall transmitter and receiver are set to the same switch settings.

**Step 1.**(Fig. 14)Insert the receiver unit into the hanger bracket with the flat side of the receiver facing the ceiling.

**Step 2.**(Fig. 15 & 16)Motor to receiver Electrical Connections; Connect the Black wire from the fan to the Black wire marked "To Motor L"from the receiver. Connect the White wire from the fan to the White wire marked "To Motor N"from the receiver. Connect the Blue wire from the fan to the Blue wire marked "For Light" from the receiver.

**Step 3.** (Fig. 15 & 16)Receiver to house supply wires Electrical Connections; Connect the Black (Hot)wire from the outlet box to the Black wire marked "AC in L"from the receiver. Connect the White (neutral)wire from the outlet box to the white wire marked "AC in N"from the receiver. Secure all wire connections with the plastic wire nuts provided.

**Step 4.**(Fig.15 &16)If your outlet box has a ground wire (green or bare copper)connect the fan ground wire from hanger ball and hanger bracket to it; otherwise connect the fan ground wire from the hanger ball and hanger bracket together.

**Step 5.**After the splices are made, secure connectors with electrical tape. Spread the wires apart so that the green and white wires are on one side of the outlet box and the black and blue wires are on the other. Make sure there are no loose strands or connections. Turn wire connectors upward and push the wiring into the outlet box.

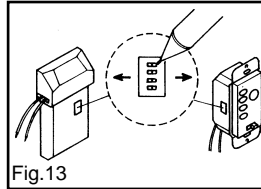


Fig.13

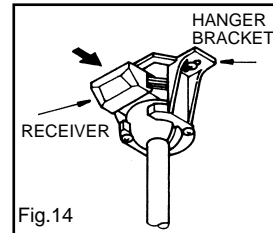


Fig.14

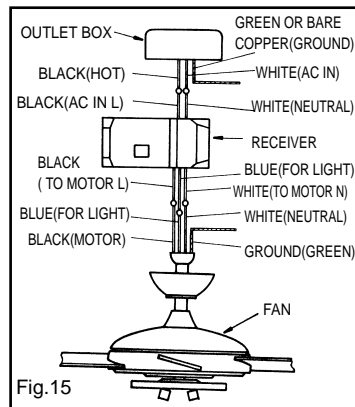


Fig.15

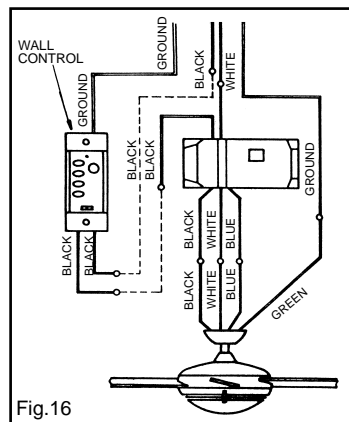


Fig.16

## 7. INSTALLING THE WALL TRANSMITTER

**WARNING:HOOK UP IN "SERIES ONLY"DO NOT CONNECT THE HOT AND NEUTRAL WIRES OF THE ELECTRIC CIRCUIT TO THE TRANSMITTER WALL SWITCH- DAMAGE TO THE SWITCH AND POSSIBLE FIRE COULD OCCUR.**

**Step 1.**Remove the existing wall plate and switch from the wall junction box.

**Step 2.**Make the electrical connections as shown in (Fig. 16). If your outlet box has a ground wire (green or bare copper) connect the wall transmitter's ground wire to it; otherwise connect the wall transmitter's ground wire directly to one of the screws from the outlet box.

**Step 3.**(Fig. 17). Carefully tuck the wire connectors inside the junction box. Secure the wall transmitter with the two screws provided. Attach the wall plate over the wall transmitter and secure with the two screws provided.

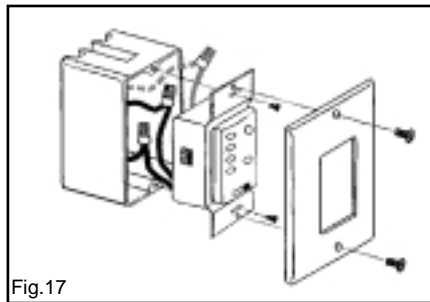


Fig.17

## 8. FINISHING THE INSTALLATION

**Step 1.**Slide the canopy up to the ceiling and over the 2 screws on the hanger bracket. Rotate canopy to lock in place. Next, while holding the canopy with one hand, slide the canopy cover up and over the screws, rotate and lock in place.

**NOTE:**Adjust the canopy screws as necessary until the canopy and canopy cover are snug. (Fig. 18)

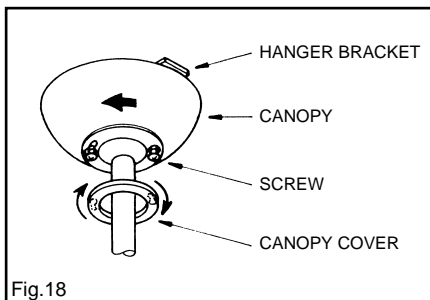


Fig.18

## INSTALLING THE LIGHT BULB & GLASS SHADE 9.

**Warning:** Shut off the power supply before removing or replacing lamp. In handling of halogen bulb, care should be taken not to touch it with your bare hands. Oil residue will shorten the life of the halogen bulb. If you accidentally come into contact, wipe thoroughly with a clean, lint-free, cotton cloth. Allow the bulb to cool for 10 minutes before changing the bulb. Use light bulb in accordance with the fan's specifications. DO NOT EXCEED THE MAXIMUM WATTAGE RATING.

**Step 1.** Install 2 × 75W halogen bulbs included. (Fig 19)

**Step 2.** Raise glass shade up against bottom of fan housing and secure it to fan by turning glass clockwise until snug. DO NOT OVERTIGHTEN. (Fig 19)

All blade sets are grouped by weight. Because natural woods vary in density, the fan may wobble even though the blades are weight matched. The following procedure should correct most fan wobble. Check after each step.

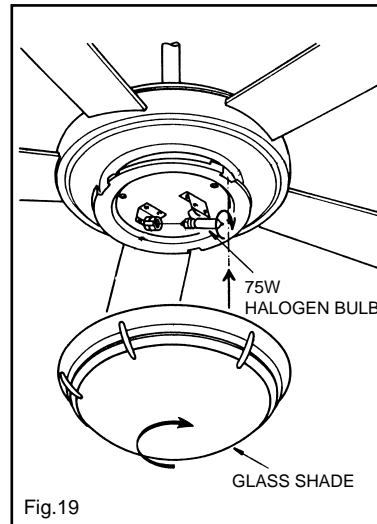


Fig.19

## OPERATING THE WALL TRANSMITTER 10.

### Restore power to ceiling fan and test for proper operation.

**A.** HI, MED AND LOW buttons:  
These three buttons are used to set the fan speed as follows;

HI=High speed

MED=Medium Speed

LOW=Low Speed

**B.** "FAN OFF" button:

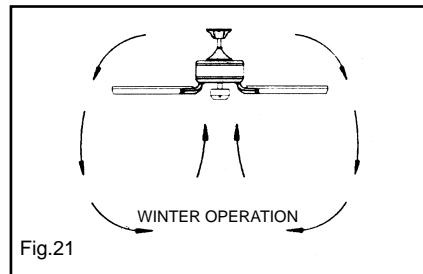
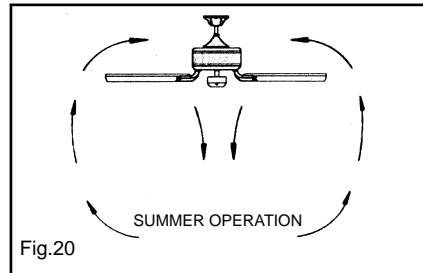
This button turns the fan off.

**C.** The "LIGHT" button turns the light ON or OFF and also controls the brightness setting. Press and release the button to turn the light ON or OFF. Press and hold the button to set the desired brightness. The light will cycle continuously between bright and dim setting as long as the button is held down. The light key has an auto-resume, it will stay at the same brightness as the last time it was turned off.

**D.** The Slide "OFF-ON" button turns all power off-on to fan and light.

**E.** The "REV" button is used to set the fan forward or reverse, press the button for forward or reverse, press the button forward (for warm weather) or reverse (for cool weather):

**Speed settings for warm or cold weather depend on factors such as room size, ceiling height and number of fans, etc.**



**NOTE:** Wait for fan to stop before changing the setting of the reverse switch.

**Warm weather** - (Forward) A downward air flow creates a cooling effect as shown in (Fig. 20). This allows you to set your air conditioner on a warmer setting without affecting your comfort.

**Cool weather**-(Reverse) An upward airflow moves warm air off the ceiling area as shown in (Fig. 21). This allows you to set your heating unit on a cooler setting without affecting your comfort.

## CARE OF YOUR FAN 11.

Here are some suggestions to help you maintain your fan.

**1.** 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. **(It is not necessary to remove fan from ceiling.)**

**2.** Clean your fan periodically to help maintain its new appearance over the years. Do not use water when cleaning. This could damage the motor, or the wood, or possibly cause an electrical shock.

**3.** Use only a soft brush or lint-free cloth to avoid scratching the finish. The plating is sealed with a lacquer to minimize discoloration or tarnishing.

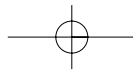
**4.** You can apply a light coat of furniture polish to the wood for additional protection and enhanced beauty. Cover small scratches with a light application of shoe polish.

**5. There is no need to oil your fan.** The motor has permanently lubricated bearings.

**6.** All glass should be cleaned using lukewarm soapy water and a soft cloth or sponge. **DO NOT IMMERSE GLASS IN HOT WATER. DO NOT PUT GLASS INTO AN AUTOMATIC DISHWASHER.**

### WARNING

Make sure the power is off at the electrical panel box before you attempt any repairs. Refer to the section, "Making Electrical Connections".



## 12. TROUBLESHOOTING

### Problem Solution

- Fan will not start.**
1. Check fuses or circuit breakers.
  2. Check line wire connections to fan and switch wire connections in switch housing.  
**CAUTION:**Make sure main power is off.
  3. Check to make sure the dip switches are set to the same frequency on receiver and wall control.

- Fan sounds noisy.**
1. Allow a 24-hour "break-in" period. Most noises associated with a new fan go away during this time.
  2. Make sure all motor housing screws are snug.
  3. Make sure the screws that attach the fan blade bracket to the motor hub are tight.
  4. Some fan motors are sensitive to signals from solid-state variable speed controls. If you have installed this type of control, choose and install another type of control.

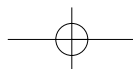
- Fan Wobble**
1. Make sure your hanger bracket and outlet box are secure.
  2. Use the enclosed blade balancing kit if blade wobble is still excessive. (See instructions included with the balancing kit.)

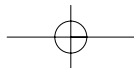
NOTE:All blades sets are grouped by weight. Because natural woods vary in density, the fan may wobble even though blades are weight matched.

## 13. SPECIFICATIONS

Fan Size	Speed	Volts	Amp	Watts	RPM	CFM	N.W.	G.W.	C.F.
54"	Low	120	0.38	16.5	70	2500			
	Med	120	0.58	47	125	3400	27.28	33	3.70
	High	120	0.66	78	170	5300	lbs.	lbs.	cf.

These are typical readings. Your actual fan may vary.





For any additional information about your Minka-Aire™ Ceiling Fan, please write to:



1151 W. Bradford Court  
Corona, CA 92882

For customer assistance call: 1-800-307-3267

