

**Instruction Manual**  
**12" RETRO DESK FAN**  
**FT30-14AU**

**READ AND SAVE THESE INSTRUCTIONS**

## **CAUTION**

Read the Rules for Safe Operation and Instructions Carefully.

## **WARNING**

1. To reduce the risk of fire or electrical shock, do not use this fan for any solid state speed control device.
2. If the power cord is damaged, it is strongly recommended to be repaired by a qualified person.
3. This appliance has a grounded three-prong plug and is suitable for grounded receptacle use only. If an adapter is used to connecting three-blade grounding-type plugs to two-slot receptacles. The adapter must be properly grounded. DO NOT attempt to defeat the purpose of this safety feature.
4. Do not leave the fan running unattended.

## **INTRODUCTION**

The Table Fan features three speeds, a swivel action head giving a smooth oscillation action along with low noise levels, low electrical usage, reliability and safety, while still providing efficient air flow.

## **RULES FOR SAFE OPERATION**

1. Never insert fingers, pencils, or any other objects through the fan housing when the table fan is running. Unplug the fan when moving it from one location to another.
2. Disconnect the fan before cleaning.
3. To avoid overturning, be sure that the fan is placed on a stable surface during operating.
4. To reduce the risk of electric shock, DO NOT use the fan by a window.
5. The rules about cords and plugs are as follows:
  - (1) This product uses overload protection (fuse). A blown fuse indicates an overload or short-circuit situation. If the fuse burns out, unplug the product from the outlet. Replace the fuse as per the user servicing instructions (follow product marking for proper fuse rating) and check the products.
  - (2) Do not operate any fan with a damaged cord or plug.
  - (3) Do not run cord under carpeting. Do not cover cord with throw rugs, runners, or similar coverings. Do not route cord under furniture or appliances. Arrange cord away from traffic area and where it will not be tripped over.

## **GRILL ASSEMBLY**

1. Unscrew the spinner clockwise from the motor shaft. Figure 4.
2. Unscrew the 4 Grill Mount Screws(1)(2)(3)(4) on the front of the motor. Figure 1. Place the back grill against the motor housing(5), Figure 2. And line up the 4 tabs on the back of the grill(6) to the 4 screw holes on the front of the motor. Make sure the Handle on the back of the back grill is facing up.
3. Attach the Back Grill(6) to the Motor (5) using the 4 Grill Mount Screws. Figure 3. 1 screw will have a star washer on it, for grounding purposes. The other 3 screws will not have a washer.

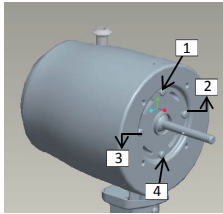


Figure.1

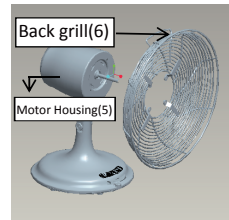


Figure.2

4. Mount the Blade (7) onto the motor shaft through the center hole in the Blade (7). Lock the Blade (7) to the motor shaft by attaching the Spinner by turning counterclockwise onto the shaft (see Fig.4)

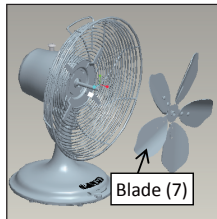


Figure.3

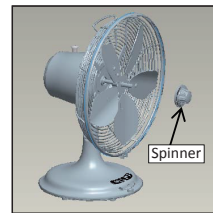


Figure.4

5. Remove the Grill Ring from the front grill by unscrew the screw holding it. Place the Front Grill against the Back Grill and push together until the tabs on the grills hold them together. Fig. 5. Slide the Grill Ring over both Front and Back Grills turning it so the screw that will secure it is on the bottom. Tighten the Screw to secure the Grill Ring over the Front and Back Grills.

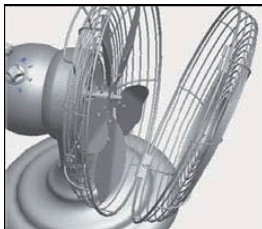


Figure.5

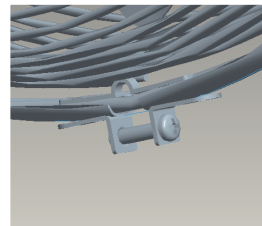


Figure.6

## OPERATION

### OFF/SPEED SELECTION

The power switch is incorporated in the speed control switch on the front of the fan base.  
Figure.7

- 0- The Fan is switched off
- 1- The Fan operates at the lowest speed
- 2- The Fan operates at the medium speed.
- 3- The Fan operates at the highest speed.



Figure.7

## OSCILLATION

To allow the fan to oscillate, push the Knob on the motor housing. Pull up on the knob if oscillation is not desired. Figure.8

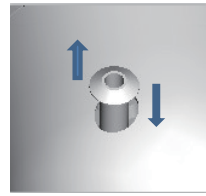


Figure.8

## ADJUSTMENT

To adjust the angle the fan is blowing. Figure.9

1. Loosen the adjustment knob under the fan motor.
2. Adjust the fan to the angle desired and retighten the knob to secure the fan at that angle.

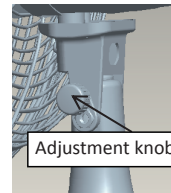
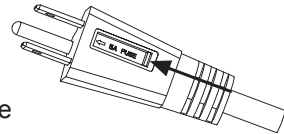


Figure.9

## USER SERVICING INSTRUCTIONS

- a) Grasp plug and remove from the receptacle or other outlet device. Do not unplug by pulling on cord.
- b) Open fuse cover. Slide open fuse access cover on top of attachment plug towards blades.
- c) Remove fuse carefully. Push the fuse from the other side or turn fuseholder over to remove fuse.
- d) Risk of fire. Replace fuse only with 5 A, 125 Volt fuse.
- e) Close fuse cover. Slide closed the fuse access cover on top of attachment plug.
- f) Risk of fire. Do not replace attachment plug. Contains a safety device (fuse) that should not be removed. Discard product if the attachment plug is damaged.



### Notice:

1. If fuse is difficult to install, please make sure you are installing properly.
2. When you feel it hard to be operated, please make sure you have got the right way.

## CLEANING

1. Be sure to unplug from the power supply before cleaning.
2. Plastic parts should be cleaned with mild soap and damp cloth or sponge. Thoroughly remove soap film with clear water.
3. Be sure not to splash water or other liquid into the motor.