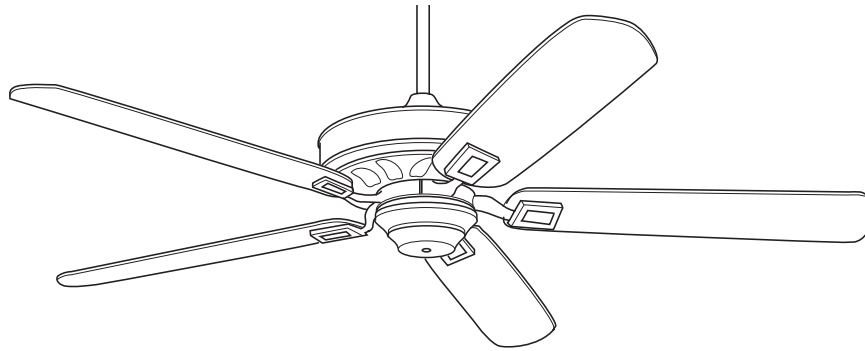


# **READ AND SAVE THESE INSTRUCTIONS**



## **52" Ceiling Fan Owner's Manual**

### **Model Numbers**

- Antique Pewter**
- Summer White**
- Brushed Steel**
- Chalk**
- Gilded Bronze**
- Golden Espresso**
- Oil Rubbed Bronze**
- Venetian Bronze**

Net Weight: 20.50 Lbs.



**⚠ WARNING**

**WARNING:** To avoid fire, shock, and serious personal injury, follow these instructions.

**Safety Instructions**

1. Read your owner’s manual carefully and keep it for future reference.
2. Before servicing or cleaning unit, switch power off at service panel and lock service panel disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a warning device, such as a tag, to the service panel.
3. Be careful of the fan and blades when cleaning, painting, or working near the fan. Always turn off the power to the ceiling fan before servicing.
4. Do not put anything into the fan blades while they are turning.
5. Do not operate reversing switch until fan blades have come to a complete stop.

**Additional Safety Instructions for Installation**

1. To avoid possible shock, be sure electricity is turned off at the fuse box before wiring, and do not operate fan without blades.
2. All wiring must be in accordance with the National Electrical Codes “ANSI/NFPA 70-2008” and Local Electrical Codes. Use the National Electrical Code if Local Codes do not exist. The ceiling fan must be grounded as a precaution against possible electrical shock. Electrical installation should be made or approved by a licensed electrician.
3. The outlet box and joist must be securely mounted and capable of reliably supporting at least 50 pounds. Use only U.L. outlet boxes listed as “Acceptable for Fan Support”, and use the mounting screws provided with the outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.
4. The downrod furnished with the fan provides the minimum recommended floor to fan blade clearance for an 8 foot ceiling.
5. The fan must be mounted with the fan blades at least 7 feet from the floor to prevent accidental contact with the fan blades.
6. Follow the recommended instructions for the proper method of wiring your ceiling fan. If you do not know enough about electrical wiring, have your fan installed by a licensed electrician.

**WARNING:** To avoid fire, shock or injury, do not use any other brand of control not specifically approved for this fan.

**WARNING:** This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product. Substitution of parts or accessories not designated for use with this product could result in personal injury or property damage.

**WARNING:** To reduce the risk of personal injury, do not bend the blade flange when installing the blade flanges, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

**WARNING:** To reduce the risk of electrical shock, this fan must be installed with an isolating wall control/switch.

**DATE CODE:** \_\_\_\_\_

The date code of this fan may be found on the box, stamped in ink on a white label.

You should record this data above and keep it in a safe place for future use.

# This Manual Is Designed to Make it as Easy as Possible for You to Assemble, Install, Operate and Maintain Your Ceiling Fan

## Tools Needed for Assembly

One Phillips head screwdriver      One stepladder  
One wire stripper  
Three wire connectors (supplied)

## Installed Wire Length

Up to 50 ft.  
50-100 ft.

## Wire Size A.W.G.

14  
12

## MATERIALS

Wiring outlet box and box connectors must be of type required by the local code. The minimum wire would be a 3-conductor (2-wire with ground) of the following size:

### ⚠ WARNING

**Before assembly your ceiling fan, refer to section on proper method of wiring your fan (page 8). If you feel you do not have enough wiring knowledge or experience, have your fan installed by a licensed electrician.**

## Unpacking Instructions

For your convenience, check-off boxes are provided next to each step. As each step is completed, place a check mark in the box. This will insure that all steps have been completed and will be helpful in finding your place should you be interrupted.

### ⚠ WARNING

Do not install or use fan if any part is damaged or missing.

### ⚠ WARNING

This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product. Substitution of parts or accessories not designated for use with this product could result in personal injury or property damage.

**NOTE: Place the parts from the loose parts bags in a small container to keep them from being lost. If any parts are missing, contact your local retailer or catalog outlet for replacement before proceeding.**

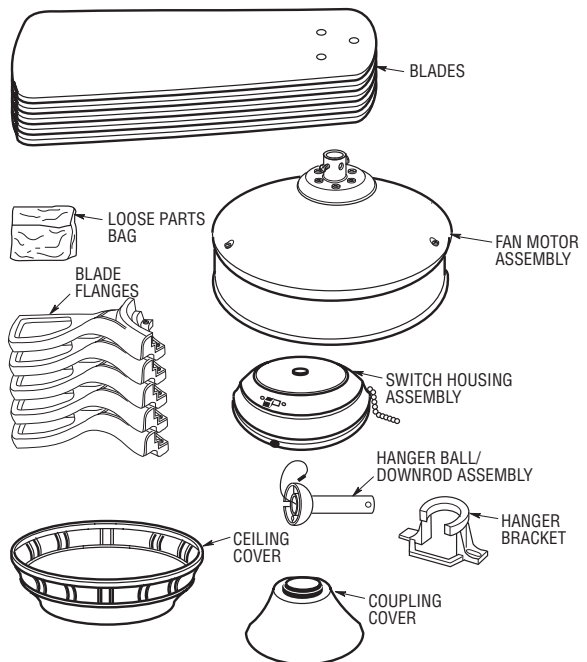
2. Remove the fan assembly from the protective plastic bag. Place the fan assembly into the upper foam pad with the bottom of the motor facing up.

The upper foam pad serves as a holder for the fan during the first stages of assembly.

1. Check to see that you have received the following parts:

**NOTE: If you are uncertain of part description, refer to exploded view illustration.**

- a. Fan motor assembly
- b. One switch housing assembly
- c. One ceiling cover
- d. Five blade flanges
- e. One hanger ball/4.5" downrod assembly
- f. One hanger bracket
- g. One coupling cover
- h. Five fan blades
- i. One loose parts bag containing:
  1. Sixteen M5 x 6mm washer head blade screws
  2. One M4 x 12mm flat head screw
  3. One M6 x 14mm pan head screw with lockwasher
  4. One die-cast pendant
  5. One pendant coupler
  6. Three wire connectors
  7. Two threaded studs
  8. Two knurled knobs
  9. Two lockwashers
  10. One clevis pin
  11. One hairpin clip
  12. One balance kit



# Electrical Requirements

Your new ceiling fan will require a grounded electrical supply line of 120 volts AC, 60 Hz, 15 amp circuit. The outlet box must be securely anchored and capable of withstanding a load of at least 50 pounds.

## ⚠ WARNING

To reduce the risk of fire, electrical shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support", and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

If your fan is to replace an existing ceiling light fixture, turn electricity off at the main fuse box at this time and remove the existing light fixture.

## ⚠ WARNING

Turning off wall switch is not sufficient. To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before attempting installation. All wiring must be in accordance with National and Local codes and the ceiling fan must be properly grounded as a precaution against possible electrical shock.

## ⚠ WARNING

To avoid fire or shock, follow all wiring instructions carefully. Any electrical work not described in these instructions should be done or approved by a licensed electrician.

## How to Put Your Ceiling Fan Together

1. Rotate the motor hub to align the hub motor area over each of the five shipping retainers. One by one unscrew each of the five screws and discard screws and shipping retainers (Figure 1).

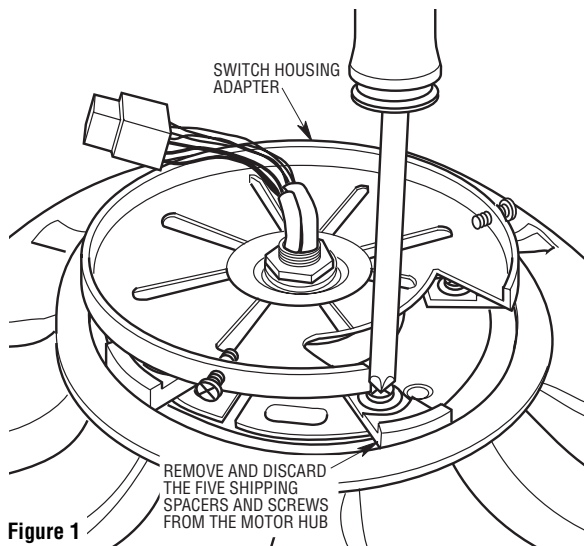


Figure 1

2. Mount blade flanges to fan blades using three M5 x 6mm washer head blade screws (Figure 2).

**NOTE:** Take care not to scratch fan housing when installing blades.

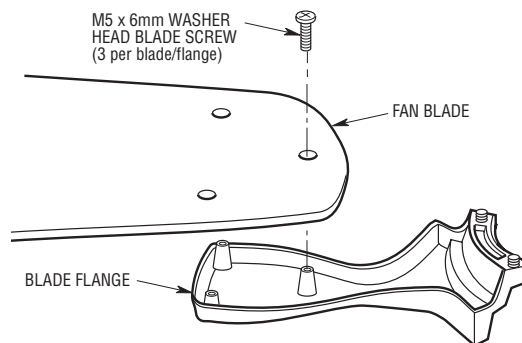


Figure 2

3. Loosely attach one blade/flange assembly to the motor hub by securing the two M6 x 14mm captive pan head screws. Make sure the screws are NOT tightened (Figure 3). Repeat this procedure for other four blade assemblies.

## ⚠ WARNING

To reduce the risk of personal injury, do not bend the blade flange when installing the blade flanges, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

- 4. The blade flanges have an interlocking feature that must be fully engaged before tightening the screw. Make sure all the flanges are properly engaged and then tighten the flange screws. If one of the flanges does not seat properly on the motor hub, loosen the adjacent flange screws, re-engage and reseat the flanges, then tighten the screws again.

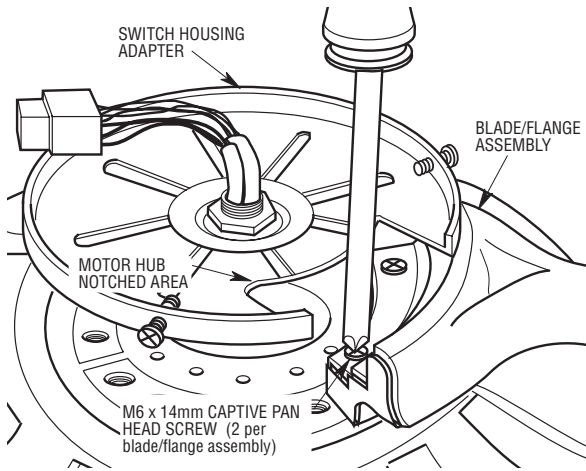


Figure 3

- 5. Remove and retain the three switch housing mounting screws (Figure 4) from the switch housing plate. Engage the connector of the switch housing assembly with the motor connector (Figure 4). The two connectors are keyed and color-coded and must be mated correctly (color-to-color) before they can be engaged. Make sure the connector latch closes properly.

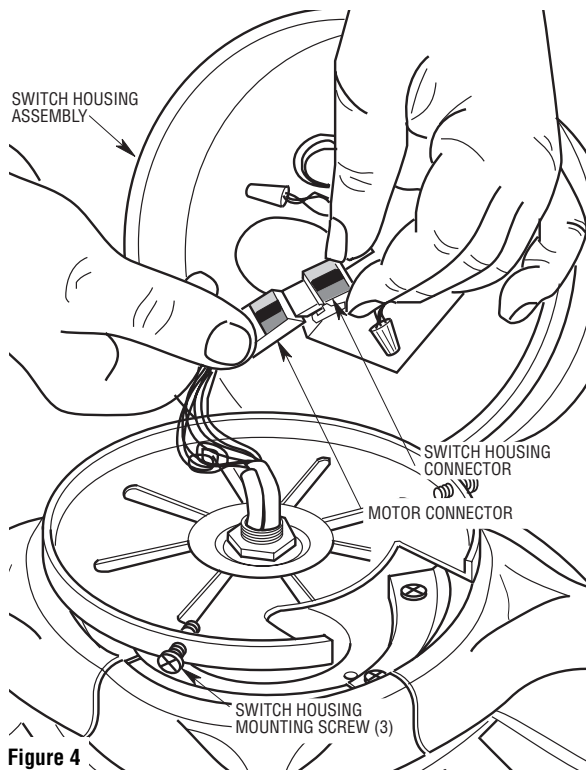


Figure 4

- 6. Position the switch housing assembly on the switch housing plate and align the holes in the switch housing assembly with the holes in the plate. Secure the switch housing assembly by installing the three M4 x 12mm flat head screws (supplied) (Figure 5).

**⚠ WARNING**

To avoid possible fire or shock, do not pinch wires between the switch cup assembly and the switch cup plate.

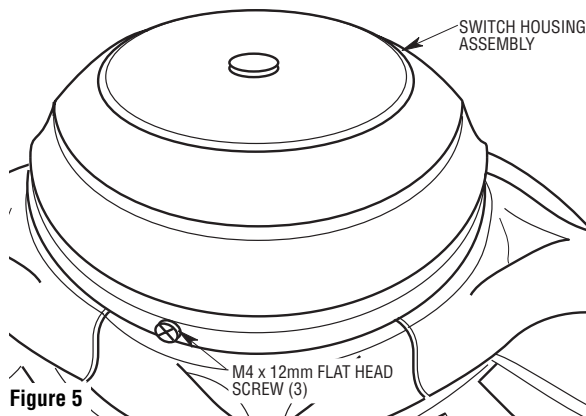


Figure 5

- 7. Carefully turn partially assembled fan upside down and place in styrofoam form carton, in preparation for final installation.
- 8. Remove the hanger ball by loosening the setscrew in the hanger ball until the ball falls freely down the downrod (Figure 6). Remove the pin from the downrod, then remove the hanger ball. Retain the pin and hanger ball for reinstallation in Step 9.

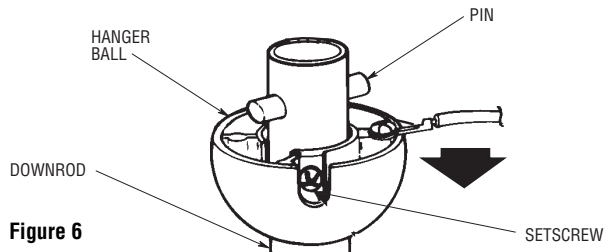


Figure 6

- 9. Separate, untwist and unkink the three 80" motor leads. Route the motor lead wires through the downrod. Remove the upper setscrew from the motor coupling. Align the clevis pin holes in the downrod with the holes in the motor coupling. Install the clevis pin and secure with the hairpin clip (Figure 7). The clevis pin must go through the holes in the motor coupling and the holes in the downrod. Be sure to push the straight leg of the hairpin clip through the hole near the end of the clevis pin until the curved portion of the hairpin clip snaps around the clevis pin. The hairpin clip must be properly installed to prevent the clevis pin from working loose. Pull on the downrod to make sure the clevis pin is properly installed. Reinstall the upper setscrew in the motor coupling. Check that the lower setscrew is tightened securely (Figure 7).

**NOTE: The setscrews must be properly installed as described above, or fan wobble could result.**

**⚠ WARNING**  
**It is critical that the clevis pin in the motor coupling is properly installed and the setscrews securely tightened. Failure to verify that the pin and setscrews are properly installed could result in the fan falling.**

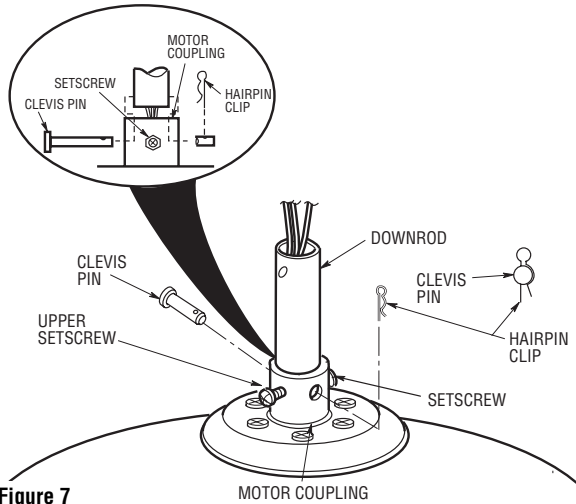


Figure 7

- 10. Make sure the grommet is properly installed in the coupling cover, then slide the coupling cover on the downrod until it rests on the motor housing. Place the ceiling cover over the downrod. Be sure that the ceiling cover and the coupling cover are both oriented correctly (Figure 8).

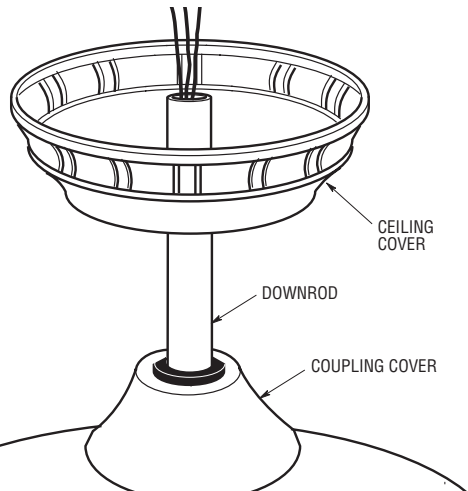


Figure 8

- 11. Reinstall the hanger ball (Figure 9) on the downrod as follows. Route the three 80" motor leads through the hanger ball. Position the pin through the two holes in the downrod and align the hanger ball so the pin is captured in the groove in the top of the hanger ball. Pull the hanger ball up tight against the pin and securely tighten the setscrew in the hanger ball. A loose setscrew could create fan wobble.

**⚠ WARNING**  
**It is critical that the pin in the hanger ball is properly installed and the setscrew securely tightened. Failure to verify that the pin and setscrew are properly installed could result in the fan falling.**

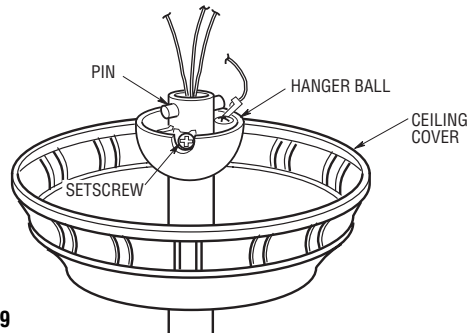


Figure 9

- 12. The fan comes with blue, black and white leads that are 80" long. Before installing fan, measure up approximately 6 to 9-inches above top of hanger ball/downrod assembly. Cut off excess leads and strip back insulation 1/2-inch from end of leads.
- 13. You have now completed the assembly of your new ceiling fan. You can now proceed with hanging and wiring your fan.

# How to Hang Your Ceiling Fan

**⚠ WARNING**

The fan must be hung with at least 7' of clearance from floor to blades (Figure 10).

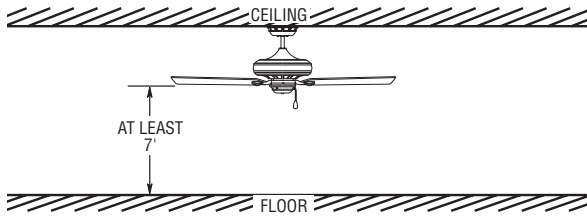


Figure 10

**⚠ WARNING**

The outlet box and joist must be securely mounted and capable of supporting at least 50 lbs. Use only a U.L. outlet box listed as "Acceptable for Fan Support".

**⚠ WARNING**

To reduce the risk of fire, electrical shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support", and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

1. Securely attach the hanger bracket to the outlet box using the two screws supplied with the outlet box. (Figure 11.)

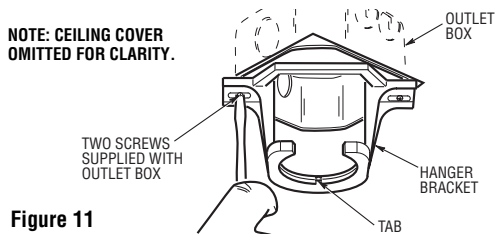


Figure 11

2. Carefully lift the fan and seat the hanger ball/downrod assembly on the hanger bracket that was just attached to the outlet box (Figure 12). Be sure the groove in the ball is lined up with tab on the hanger bracket (Figure 11).

**⚠ WARNING**

Hanger bracket must seat firmly against outlet box. If the outlet box is recessed, remove wall board until bracket contacts box. If bracket and/or outlet box are not securely attached, the fan could wobble or fall.

**⚠ WARNING**

Failure to seat tab in groove could cause damage to electrical wires and possible shock or fire hazard.

**⚠ WARNING**

To avoid possible fire or shock, do not pinch wires between the hanger ball/downrod assembly and hanger bracket.

NOTE: CEILING COVER, SUPPLY WIRES AND FAN WIRES OMITTED FOR CLARITY.

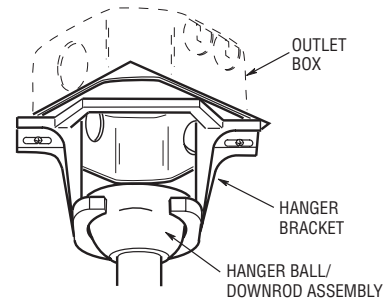


Figure 12

# How to Wire Your Ceiling Fan

If you feel that you do not have enough electrical wiring knowledge or experience, have your fan installed by a licensed electrician.

## ⚠ WARNING

To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before attempting installation.

**NOTE:** If you are not sure if the outlet box is grounded, contact a licensed electrician for advice, as it must be grounded for safe operation.

1. Connect the green grounding lead from the hanger ball and the green grounding lead from the hanger bracket to the grounding conductor of supply (this may be a bare wire or wire with green colored insulation). Securely connect wires with wire connectors supplied.

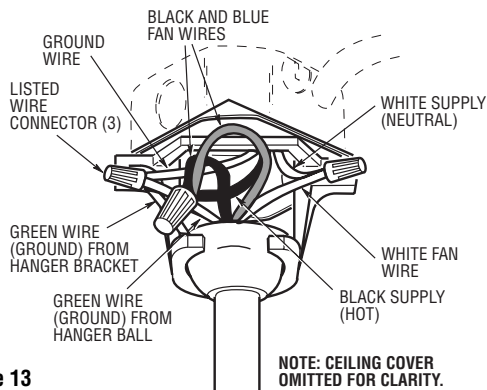


Figure 13

**NOTE:** If you are using an Light Fixture with your fan, see Light Fixture Owner's Manual for wiring.

2. Securely connect the fan motor white wire to the supply white (neutral) wire using wire connector supplied (Figure 13). Securely connect the fan motor black wire and blue wire to the supply black (hot) wire using wire connector supplied (Figure 13). After connections have been made, turn leads upward and carefully push leads into the outlet box, with the green equipment-grounding conductor and white grounded neutral conductor on one side of the outlet box and the black and blue ungrounded conductors on the other side of the outlet box.

## ⚠ WARNING

Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire. Do not operate fan until blades are in place. Noise and fan damage could result.

3. Screw the two threaded studs (supplied) into the tapped holes in the hanger bracket.
4. Lift the ceiling cover up to the threaded studs and turn until studs protrude through the holes in the ceiling cover (Figure 14).
5. Secure the ceiling cover in place by sliding lockwashers over the threaded studs and installing the two knurled knobs (supplied). (Figure 14). Tighten the knurled knobs securely until the ceiling cover fits snugly against the ceiling and the hole in the ceiling cover is clear of the downrod. Your fan is now wired to be turned on and off from the fan switch.

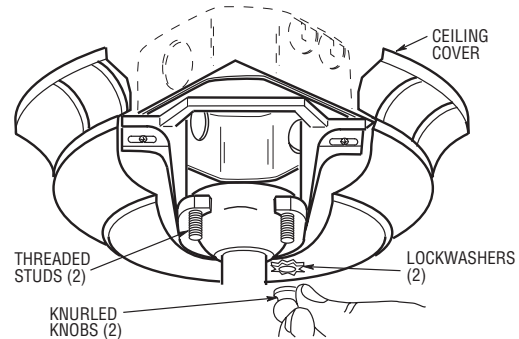


Figure 14

## ⚠ WARNING

To avoid possible fire or shock, make sure that the electrical wires are completely inside the outlet box and not pinched between the ceiling cover and the ceiling.

6. Cut the 3-speed switch pull chain to a desired length (optional). Connect the die-cast pendant (supplied) to the 3-speed switch pull chain by sliding the die-cast pendant (small hole first) onto the pull chain. Attach the chain coupling to the end of the chain and allow the die-cast pendant to fall down over the coupling.



## Using Your Ceiling Fan

1. Restore electrical power to the outlet box by turning the electricity on at the main fuse box.
2. Check the operation of the fan by gently pulling on the pull chain switch.
3. All fans are shipped from the factory with the reversing switch positioned “down” to circulate air downward. If airflow is desired in opposite direction, turn your fan OFF and wait for the blades to stop turning, then slide the reversing switch to the “up” position, and turn fan on again.
4. The fan blades will turn in the opposite direction and reverse the airflow.

Your fan model is equipped with a 4-position, 3-speed pull chain switch. The operating sequence is as follows:

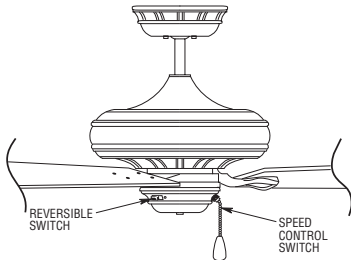
### Three-Speed

1st Pull—HIGH

2nd Pull—Medium

3rd Pull—Low

4th Pull—OFF



### Reverse Switch Information

Season	Rotation Direction	Switch Position
Summer	Counter-Clockwise	Down
Winter	Clockwise	Up

## Maintenance

### IMPORTANT CARE INSTRUCTIONS for your Ceiling Fan

Periodic cleaning of your new ceiling fan is the only maintenance that is needed.

When cleaning, use only a soft brush or lint free cloth to avoid scratching the finish.

Abrasive cleaning agents are not required and should be avoided to prevent damage to finish.

### **⚠ WARNING**

**Do not use water when cleaning your ceiling fan. It could damage the motor or the blades and create the possibility of an electrical shock.**

## Accessories

1. Ceiling Fan Light Kits (see store or catalog).
2. Ceiling Fan/Light Controls (see store or catalog).
3. Downrod Extension Kits (see store or catalog).
4. Ceiling Fan Blades (see store or catalog).

### **⚠ WARNING**

**The use of any other control not specifically approved for this fan could result in fire, shock and personal injury.**

### **⚠ WARNING**

**This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product. Substitution of parts or accessories not designated for use with this product could result in personal injury or property damage.**

# Energy Efficient Use of Ceiling Fans

Ceiling fan performance and energy savings rely heavily on the proper installation and use of the ceiling fan. Here are a few tips to ensure quality and product performance.

**Choosing the Appropriate Mounting Location.** Ceiling fans should be installed, or mounted, in the middle of the room and at least 7 feet above the floor and 18 inches from the walls. If ceiling height allows, install the fan 8 - 9 feet above the floor for optimal airflow. Consult your Retailer for optional mounting accessories.

**Using the Ceiling Fan Year Round.** In the summer, use the ceiling fan in the counter-clockwise direction. The airflow produced by the ceiling fan creates a wind-chill effect, making you "feel" cooler. Select a fan speed that provides a

comfortable breeze, lower speeds consume less energy. In the winter, reverse the motor and operate the ceiling fan at low speed in the clockwise direction. This produces a gentle updraft, which forces warm air near the ceiling down into the occupied space. Remember to adjust your thermostat when using your ceiling fan - additional energy and dollar savings could be realized with this simple step!

**Turn Off When Not in the Room.** Ceiling fans cool people, not rooms. If the room is unoccupied, turn off the ceiling fan to save energy.

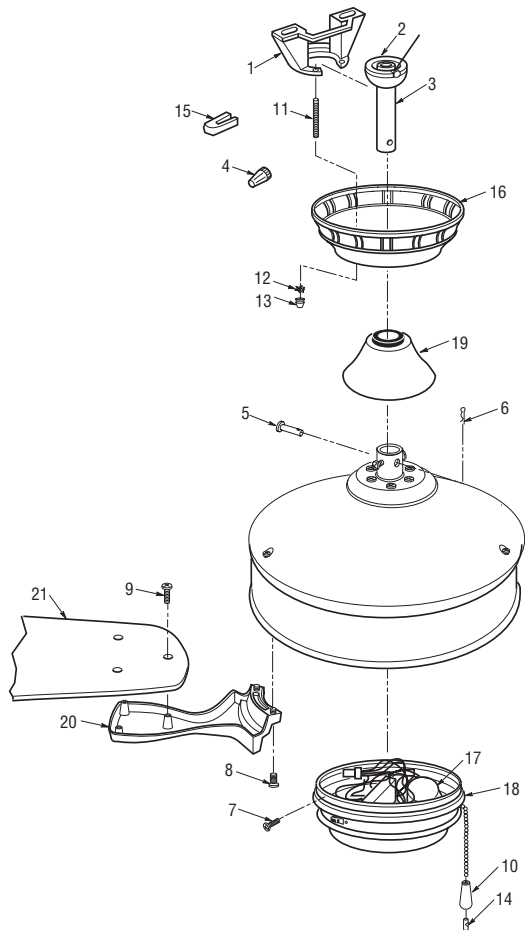
**⚠ WARNING:** For your own safety, turn off power at fuse box or circuit breaker before trouble shooting your fan.

## Trouble Shooting

TROUBLE	PROBABLE CAUSE	SUGGESTED REMEDY
<b>1. Fan will not start.</b>	<ol style="list-style-type: none"> <li>1. Fuse or circuit breaker blown.</li> <li>2. Loose power line connections to the fan, or loose switch wire connections in the switch housing.</li> <li>3. Reversing switch in neutral position.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check main and branch circuit fuses or circuit breakers.</li> <li>2. Check line wire connections to fan and switch wire connections in the switch housing. <b>⚠ WARNING: Make sure main power is turned OFF.</b></li> <li>3. Make sure reversing switch position is all the way to one side.</li> </ol>
<b>2. Fan sounds noisy.</b>	<ol style="list-style-type: none"> <li>1. Blades not attached to fan.</li> <li>2. Loose screws in motor housing.</li> <li>3. Screws securing fan blade flanges to motor hub are loose.</li> <li>4. Wire connectors inside switch housing rattling.</li> <li>5. Screws holding blades to flanges are loose.</li> </ol>	<ol style="list-style-type: none"> <li>1. Attach blades to fan before operating.</li> <li>2. Check to make sure all screws in motor housing are snug (not over-tight).</li> <li>3. Check to make sure the screws which attach the fan flanges to the motor hub are tight.</li> <li>4. Check to make sure wire connectors in switch housing are not rattling against each other or against the interior wall of the switch housing. <b>⚠ WARNING: Make sure main power is turned OFF.</b></li> <li>5. Tighten screws securely.</li> </ol>
<b>3. Fan wobbles excessively.</b>	<ol style="list-style-type: none"> <li>1. Setscrew in motor coupling is loose.</li> <li>2. Setscrew in hanger ball/downrod assembly is loose.</li> <li>3. Screws securing fan blade flanges to motor are loose.</li> <li>4. Fan blade flanges not seated properly.</li> <li>5. Hanger bracket and/or ceiling outlet box is not securely fastened.</li> <li>6. Fan blades out of balance.</li> </ol>	<ol style="list-style-type: none"> <li>1. Tighten both setscrews securely in the motor coupling.</li> <li>2. Tighten the setscrew in the hanger ball/downrod assembly.</li> <li>3. Check to be sure screws which attach the fan blade flanges to the motor are tight.</li> <li>4. Check to be sure the fan blade flanges seat firmly and uniformly to the surface of the motor. If flanges are seated incorrectly, loosen the flange screws and retighten according to the procedure in the section on "How to Put Your Ceiling Fan Together".</li> <li>5. Tighten the hanger bracket screws to the outlet box, and/or secure outlet box.</li> <li>6. Interchanging an adjacent (side-by-side) blade pair can redistribute the weight and result in smoother operation.</li> </ol>

# Repair Parts Listing

Key No.	Description	Model Numbers							
*	Hanger Ball Assembly, Consisting of:								
1	Hanger Bracket	—	—	—	—	—	—	—	—
2	Hanger Ball	—	—	—	—	—	—	—	—
3	Downrod (4.5")	—	—	—	—	—	—	—	—
*	Parts Bag Containing:								
4	Wire Connector (3)	—	—	—	—	—	—	—	—
5	Pin, Clevis	—	—	—	—	—	—	—	—
6	Clip, Hairpin	—	—	—	—	—	—	—	—
7	Screw, Flat Head M4 x 12mm (1)	—	—	—	—	—	—	—	—
8	Screw, Pan Head M6 x 14mm, with Lockwasher (1)	—	—	—	—	—	—	—	—
9	Screw, Washer Head M5 x 6mm (16)	—	—	—	—	—	—	—	—
10	Die-cast Pendant	—	—	—	—	—	—	—	—
11	Threaded Stud (2)	—	—	—	—	—	—	—	—
12	Lockwasher (2)	—	—	—	—	—	—	—	—
13	Knurled Knob (2)	—	—	—	—	—	—	—	—
14	Coupler, Pendant	—	—	—	—	—	—	—	—
15	Balancing Kit (1)	—	—	—	—	—	—	—	—
16	Canopy, Ceiling (1)								
17	Wiring Harness (1)								
18	Switch Housing (1)								
19	Coupling Cover (1)								
20	Flange (set of 5)								
21	Blade (set of 5)								
—	Owner's Manual								



**Before discarding packaging material, be certain all parts have been removed.**

## HOW TO ORDER REPAIR PARTS

WHEN ORDERING REPAIR PARTS, ALWAYS GIVE THE FOLLOWING INFORMATION:

- PART NUMBER
- PART DESCRIPTION
- NAME OF ITEM
- MODEL NUMBER

## LIMITED WARRANTY