



## ITEM #: RVL-CP5309-4

### IMPORTANT SAFETY INSTRUCTIONS

- To avoid injury or damage, mount only on a surface that is sturdy.
- To avoid electric shock, make sure the electricity is turned off at the main circuit breaker panel. If you are replacing an existing fixture, turn off the following in order: fixture, wall switch, and main fuse or breaker box.  
**Note: Some types of fuses must be unscrewed to shut the power off.**
- If you are unclear as to how to proceed, please consult a licensed electrician.

**UNPACK THE FIXTURE:** Check the contents of the box. Box should contain all items on the parts diagram.



**For any replacement parts or installation issues, please Contact Us!**

**Email:** [help@kira-home.com](mailto:help@kira-home.com)

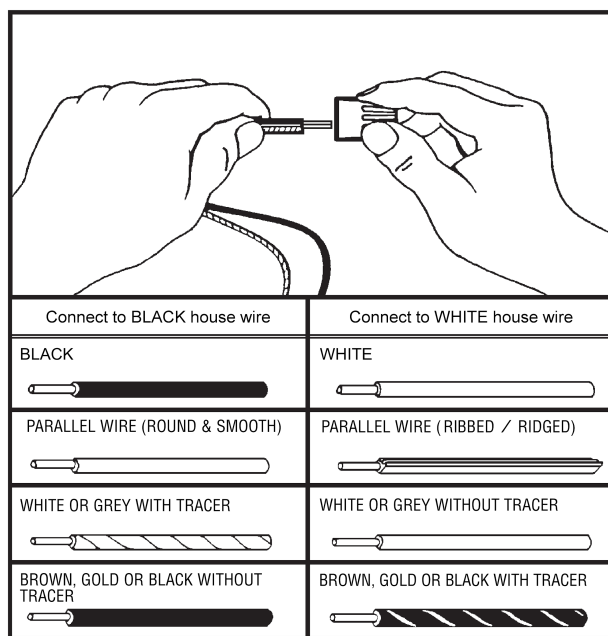
**Facebook/Instagram:** @KiraHomeDecor

**Phone:** 888.208.2085

## INSTALLATION INSTRUCTIONS

1. Secure Mounting Plate (A) to the junction box (not included) using Mounting Screws (B) provided. Ensure the attached Screw Collar Loop (E) is pointing down towards the floor.
2. Remove Threaded Ring (F) from Screw Collar Loop (E) by unscrewing it in a counter-clockwise direction. Set Threaded Ring (F) aside.
3. Place Canopy (D) against the ceiling with Screw Collar Loop (E) protruding through the hole in Canopy (D). Adjust Screw Collar Loop (E) and the hex nut above it until 3/8" of the threaded portion of Screw Collar Loop (E) is visible. Remove Canopy (D) and set it aside.
4. Secure Center Rod (L) to Socket Assembly (K) and Top Frame (J) to Center Rod (L). Pull through any necessary Wire (H).
5. Remove Top Screws (P) from Brackets (Q) and Bottom Screws (O) from Bottom Ring (N).
6. Align the holes on the bottom of each Bracket (Q) to the holes on Bottom Ring (N) and secure in place with Bottom Screws (O).
7. Align the holes on Top Ring (M) with the holes on the top of Brackets (Q). Place Socket Assembly (K) within Top Ring (M), ensuring that the holes on Top Frame (J) align with the holes on Top Ring (M) and Brackets (Q). Secure in place with Top Screws (P).

8. Determine hanging length by selecting desired Downrods (G) ensuring Downrod Loop (I) is on top. Thread Wire (H) through Downrods (G) and Downrod Loop (I) and secure them to Top Frame (J).
9. Use wire cutters to cut Wire (H) 10” beyond the length of Downrods (G) to allow for easier wire connection.
10. Slide Threaded Ring (F) down Wire (H) with the raised end (flange) facing up towards the ceiling. Slide Canopy (D) down Wire (H).  
**Note: Threaded Ring (F) and Canopy (D) will be used to secure the fixture to ceiling at a later step.**
11. Open Quick Link (R) and carefully lift the fixture body (with the help of a friend). Secure Downrod Loop (I) to Screw Collar Loop (E) with Quick Link (R).
12. Insert the end of Wire (H) through the hole in Screw Collar Loop (E) into the junction box.
13. Using the wire graph below, connect the appropriate wires from the fixture to the corresponding wires in the electrical junction box (not included) and secure Wire Connectors (C).



- A. Connect the ground wire (bare copper or green) from your fixture to the:
  - 1) ground wire in the junction box, or
  - 2) ground screw in the junction box
- B. Connect the BLACK house wire to fixture hot wire that corresponds to diagram (black, round & smooth, white/gray with tracer, brown/gold without tracer).
- C. Connect the WHITE house wire to fixture neutral wire that corresponds to diagram (white, ribbed/ridged, white/gray without tracer, brown/gold with tracer).

14. Place all Wires (H) and Wire Connectors (C) back into the junction box.
15. Slide Canopy (D) and Threaded Ring (F) up towards Screw Collar Loop (E). Place Canopy (D) flush against the ceiling and secure in place by screwing Threaded Ring (F) onto Screw Collar Loop (E) in a clockwise direction.
16. Install bulbs (not included) into the sockets on Socket Assembly (K).

Enjoy your new fixture!

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## ITEM #: RVL-CP5309-4 - PARTS DIAGRAM

**HELPFUL TOOLS:** Safety Goggles, Screwdriver, Wire Cutter/Stripper, Ladder, Measuring Tape, Chain Pliers

