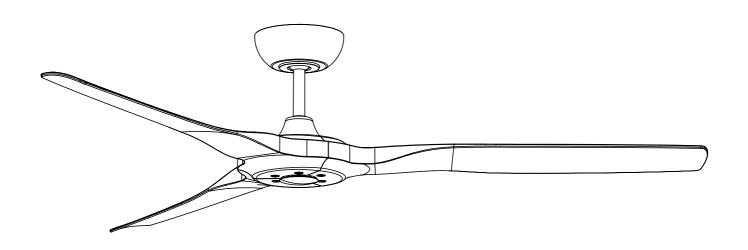
READ THESE INSTRUCTIONS FIRST AND SAVE THEM FOR FUTURE USE





# INSTALLATION INSTRUCTIONS

MODEL NUMBER: AC-23360

#### SAFETY PRECAUTIONS

#### WARNING - INSTALLATION SHOULD BE PERFORMED BY A QUALIFIED ELECTRICAIN

- 1. To ensure the success of the installation, be sure to read the instructions and review the diagrams thoroughly before beginning.
- 2. All electrical connections must be in accordance with local codes, ordinances or National Electrical Code. If you are unfamiliar with methods of installing electrical wiring secure the services of a qualified electrician.
- 3. Make sure that your installation will not allow rotating fan blades to come in contact with any object.
- 4. If you are installing more than one ceiling fan, make sure that you do not mix fan blade sets.
- 5. Only mount fan to outlet box marked acceptable for ceiling fan.
- 6. Installation to a concrete ceiling should be performed by a qualified electrician.
- 7. Before beginning, disconnect power by removing fuse or turning off circuit breaker.
- 8. After fan is completely installed, make sure that all connections are secured to prevent fan from falling.
- 9. Do not insert anything into the fan blades while ceiling fan is operating.
- 10. The fan must be mounted with the blades at least 2.13m (7') from the floor to minimum the possibility of accidental contact with the fan blades.
- 11. The supply wires Live & Neutral must be connected to wall switch (double poles) having a contact separation at least 3mm in all poles.

NOTE: The import safeguards and instructions appearing in the manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense. Caution and carefulness are factors which cannot be built into any product. These factors must be supplied by the person(s) caring for and operating the unit.

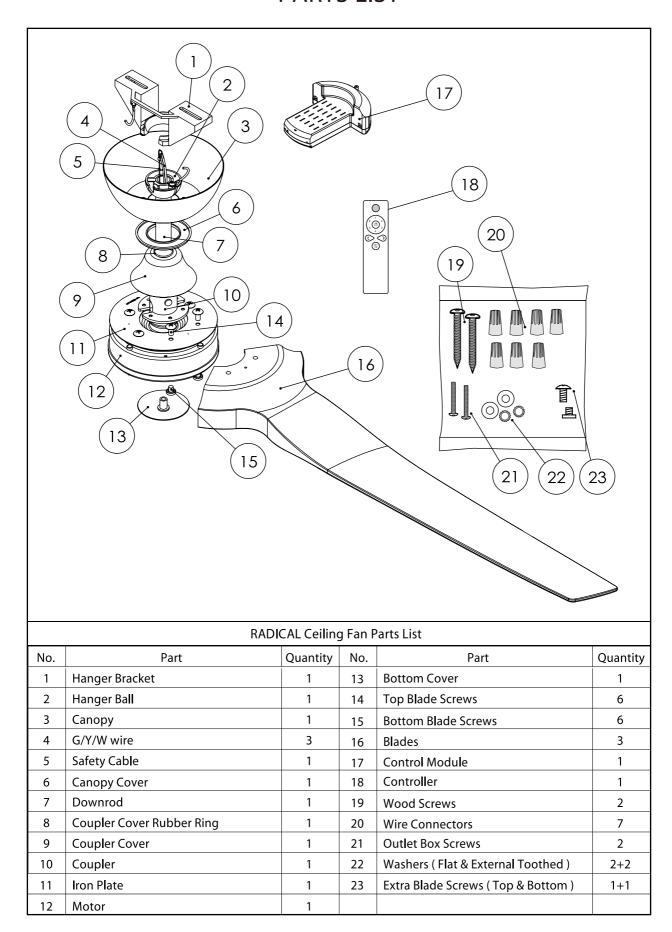
#### WARNING

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

#### WARNING

The box must be supported directly by the building structure. The box and its support must be able support the fan weight - must not twist or work loose. Do not use plastic boxes.

#### **PARTS LIST**



# 1. Installation Preparation

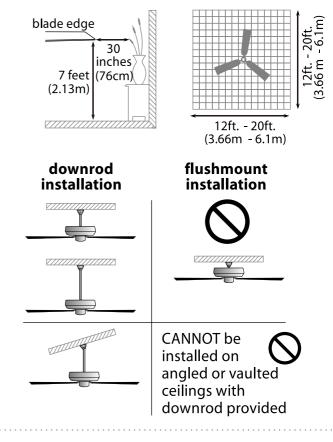
To prevent personal injury and damage, ensure that the hanging location allows the blades a clearance of 7 feet (2.13m) from the floor and 30in. (76cm) from any wall or obstruction. This fan is suitable for room sizes up to 400 square

feet (37.2 square meters).

This fan can be mounted with a **downrod** on a regular (no-slope) ceiling. This fan can be mounted on a vaulted ceiling with the use of an 18in. or longer downrod (0.5in./1.27cm diameter)--sold separately. Fan CANNOT mount as a flushmount installation.

#### Installation requires these tools:

Phillips screwdrivers, flat-head screwdriver, adjustable pliers or wrench, stepladder, wire cutters and rated electrical tape.



# 2. Hanging Bracket Installation

Turn off circuit breakers to current fixture from breaker panel and be sure operating light switch is turned to the OFF position. **WARNING**: Failure to disconnect power supply prior to installation may result in serious injury.

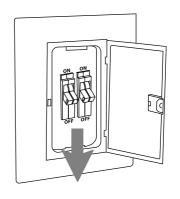
#### Remove existing fixture.

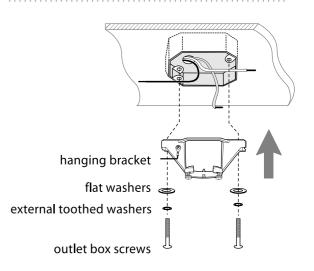
**WARNING**: When using an existing outlet box, be sure the outlet box is securely attached to the building structure and can support the full weight of the fan. Ensure outlet box is clearly marked "Suitable for Fan Support." If not, it must be replaced with an approved outlet box. Failure to do so can result in serious injury.

**CAUTION**: Be sure outlet box is grounded properly and that a ground wire (**GREEN** or bare) is present.

Install hanging bracket to outlet box using outlet box screws provided (or original outlet box screws), spring washers and flat washers provided with new or original outlet box.\* If installing on a vaulted ceiling, face opening of hanging bracket towards high point of ceiling. Arrange electrical wiring around the back of the hanging bracket and away from the bracket opening.

\*Note: It is very important that you use the proper hardware when installing the hanging bracket as this will support the fan.





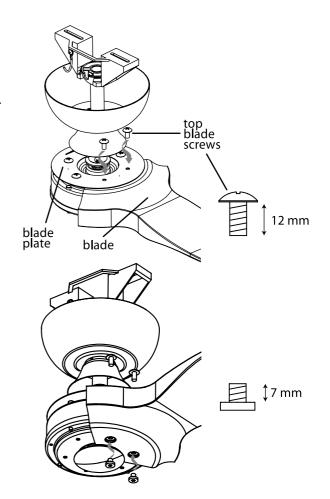
# 3. Blade Assembly

Locate 6 blade attachment screws/washers in blade plate (on top of motor housing). Notice the 3 slots near edge of the blade plate.

**WARNING:** To reduce the risk of serious bodily injury, DO NOT use power tools to assemble the blades. If screws are overtightened, blades may crack and break.

Remove the screw located on either side of one of the slots on the blade plate. [NOTE: Leave the other 4 screws intact for the moment.] Lift blade plate and slide 1 blade BETWEEN motor and blade plate, making sure to align holes in blade with corresponding holes in top of motor and holes in blade plate--refer to drawing at right. Using just your fingers for now, re-insert 2 blade screws/washers to hold blade in place--DO NOT tighten screws at this time. Repeat with the other 2 blades, installing one at a time.

Once all 3 blades have been attached as described above, partially tighten each one of the blade screws with a screwdriver. After that, securely tighten all 12 screws. IMPORTANT: Be sure to partially tighten ALL 12screws before completely tightening any blade screws or the blades will not fit properly.



## 4. Fan Installation

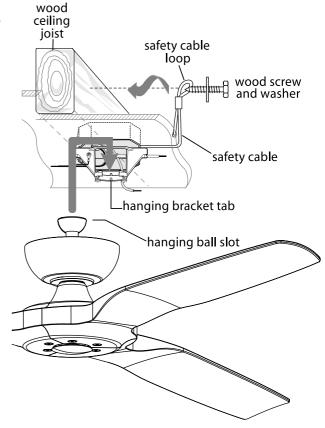
With the hanging bracket secured to the outlet box and able to support the fan, you are now ready to hang your fan. Grab the fan firmly with two hands. Slide downrod through opening in hanging bracket and let hanging ball rest on the hanging bracket. Turn the hanging ball slot until it lines up with the hanging bracket tab.

**WARNING:** Failure to align slot in hanging ball with tab in hanging bracket may result in serious injury or death.

**Tip:** Seek the help of another person to hold the step-ladder in place and to help lift the fan up to you once you are set on the ladder.

Find a secure attachment point (wood ceiling joist highly recommended) and secure safety cable. It will be necessary to use a heavy duty wood screw, washer and lock washer (not supplied) to secure safety cable loop. If necessary, adjust the loop at the end of the safety cable. The loop should just fit over the threads on the wood screw. Test safety cable by pulling on loose end of cable with pliers. If the safety cable slips, the loop must be adjusted smaller.

Extra cable slack can be left in ceiling area.



## 5. Wiring

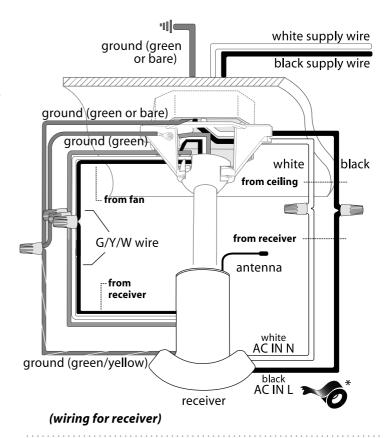
**WARNING:** Turn off circuit breakers to current fixture from breaker panel and be sure switch is turned to the OFF position

**CAUTION:** Be sure outlet box is properly grounded and that a ground wire (**GREEN** or Bare) is present.

Make sure all electrical connections comply with Local Codes or Ordinances and the National Electrical Code. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the diagram to the right, please use a qualified electrician.

When downrod is secured in place on the hanging bracket, wire the receiver as follows: Connect 3-wire plug from remote control receiver to 3-wire plug from fan. Make sure plugs snap together completely and pull extra wire slack from the upper end of the downrod.Connect BLACK wire from remote control receiver to **BLACK** wire from ceiling with wire connector provided.Connect WHITE wire from remote control receiver to WHITE wire from ceiling with wire connector provided. Connect all **GREEN** wires (from remote control receiver and fan) together to BARE/GREEN wire from ceiling with wire connector provided.\* Wrap each wire connector separately with electrical tape as an extra safety measure.

Gently insert receiver (flat side up) into hanging bracket and carefully push taped wire connectors into outlet box. Let antenna rest outside of hanging bracket.



Modifications not approved by the party responsible for compliance could void the user's authority to operate the equipment.

\*NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

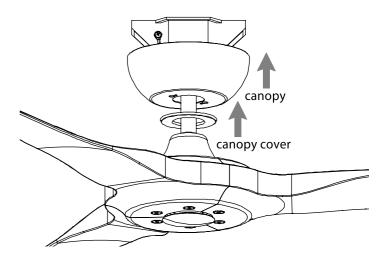
- \* Reorient or relocate the receiving antenna.
- \* Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

Consult the dealer or an experienced radio/TV technician for help.

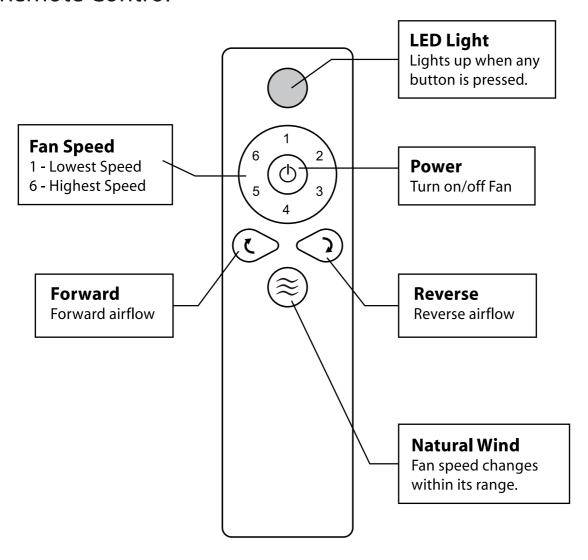
## 6. Canopy Assembly

Lift canopy to hanging bracket. Place rounded part of slotted holes in canopy over loosened screws in hanging bracket and push up. Twist canopy to lock and then tighten both screws securely. Then lift the canopy cover up under the canopy, to cover the screws.

\*Remember that antenna for remote control receiver must rest *outside* of hanging bracket.



#### 7. Remote Control

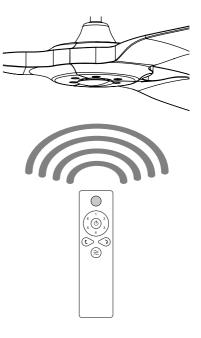


## 8. Testing Your Fan

It is recommended that you test fan before finalizing installation. Test wall control (optional installation) by locating ON/OFF slider switch on wall control, then set to ON position. Test fan speeds. Next, locate remote control transmitter. Test fan speed with different fan speed buttons (1 - 6). If the remote control operates the functions of the fan, battery has been installed correctly. If the wall and/or remote control do (does) not operate the fan functions, refer to "Troubleshooting" section to solve any issues before contacting Customer Service.

Fan *must* be on LOW *before* setting the fan in reverse. Use the button to recirculate air depending on the season. A ceiling fan will allow you to raise your thermostat setting in summer and lower your thermostat setting in winter without feeling a difference in your comfort.

**IMPORTANT:** Remote control (and wall control, if applicable) must be synchronized with fan in order to properly function.

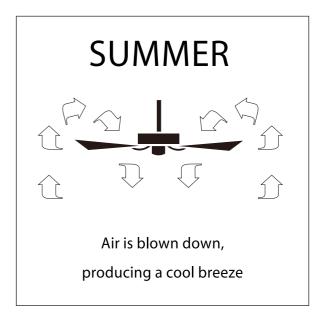


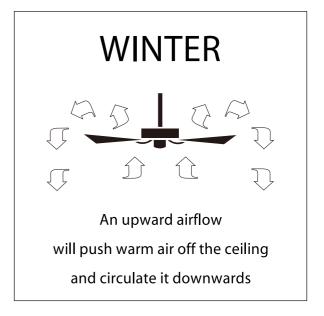
## 9-1. Operation in Summer

In warm weather, the reverse switch should be set to produce a downward flow of air. The constant, gentle breeze will transfer heat from your body; thus, you will feel cooler even if the temperature remains unchanged. This cooling effect is referred to as a wind-chill factor. In an air-conditioned home, the wind-chill factor will allow you to set the thermostat higher than the usual setting. While using less energy to air-condition your home, you will stay just as cool. For summer cooling, set the speed control on medium or fast speed. This will provide sufficient airflow to accomplish a cooling effect. The exception to this is in bedrooms where a brisk, downward flow would be too chilly. A low-speed, gentle breeze is all that is necessary to keep you comfortable at night.

# 9-2. Operation in Winter

Winter comfort requires a different approach. Because warm air rises the air close to the ceiling is always warmer-by perhaps 15 degrees-than the air close to the floor. To prevent heat from hovering where it does little good, move the reverse switch to create an upward airflow. This will pull cool air up and force warm air across the ceiling and down the walls. Set the variable speed control fast enough to break up the air stratification, but slow enough not to create a draft. By keeping the heat circulating, the heater will not have to operate as often to keep you warm.





# 10. Care of your fan

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. 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. Do not use water when cleaning. This could damage the motor, or the wood, or possibly cause an electrical shock.
- 3. You can apply a light coat of furniture polish to the wood blades for additional protection and enhanced beauty. Cover small scratches with a light application of shoe polish.
- 4. There is no need to oil your fan. The motor has permanently lubricated sealed ball bearings.

# 11. Trouble Shooting

## **Promblem** Solution Fan will not start. 1. Check main and branch circuit fuses or breakers. 2. Check line wire connections to the fan and switch wire connections in the switch housing. 3. Check to make sure the dip switches from the transmitter and receiver are set to the same frequency. Fan sounds noisy. 1. Make sure all motor housing screws are snug. 2. Make sure the screws that attach the fan blade bracket to the motor hub are 3. Make sure wire nut connections are not rattling against each other or the interior wall of the switch housing. 4. Allow a 24-hour "breaking-in" period. Most noises associated with a new fan disappear during this time. 5. If using ceiling fan light kit, make sure the screws securing the glassware are tight. Check that the light bulb is also secure. 6. Make sure there is a short distance from the ceiling to the canopy. It should not touch the ceiling. 7. Make sure your ceiling box is secure and rubber isolator pads are used between mounting bracket and outlet box. Remote control 1. Do not connect the fan with a wall mounted variable speed control(s). malfunction. 2. Make sure the dip switches are set correctly.

## Lights shut off and will not come

1. This unit may be equipped with a wattage limiting device. Lamping in excess of 190 watts will disable your ceiling fan's light kit. To reset your light kit you must turn the power off and relamp, keeping the wattage under 190 watts. Restore power to your ceiling fan and continue normal operation.

#### Fan wobble.

back on.

- 1. Check that all blade and blade arm screws are secure.
- 2. Most fan wobbling problems are caused when blade levels are unequal. Check this level by selecting a point on the ceiling above the tip of one of the blades. Measure this distance. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. The distance deviation should be equal within 1/8".
- 3. Use the enclosed Blade Balancing Kit if the blade wobble is still noticeable.
- 4. If the blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.

#### **WARNING:**

TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE ARM WHILE INSTALLING, BALANCING THE BLADES, OR CLEANING THE FAN. DO NOT INSERT FOREIGN OBJECTS BETWEEN ROTATING FAN BLADES.

