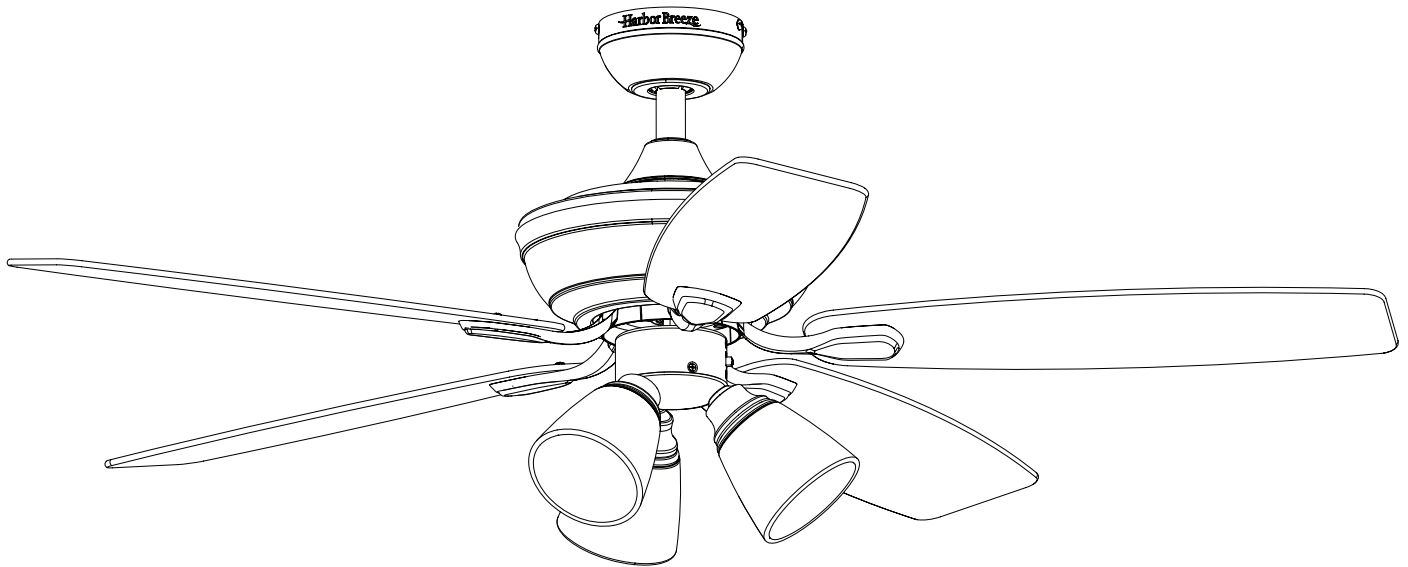




ITEM #0810517  
**TIDEBROOK CEILING FAN**  
MODEL #40678

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**Español p. 22**



**ATTACH YOUR RECEIPT HERE**

Purchase Date \_\_\_\_\_



**Questions, problems, missing parts?** Before returning to your retailer, call our customer service department at 1-800-643-0067, 8 a.m. - 6 p.m., EST, Monday - Thursday, 8 a.m. - 5 p.m., EST, Friday.

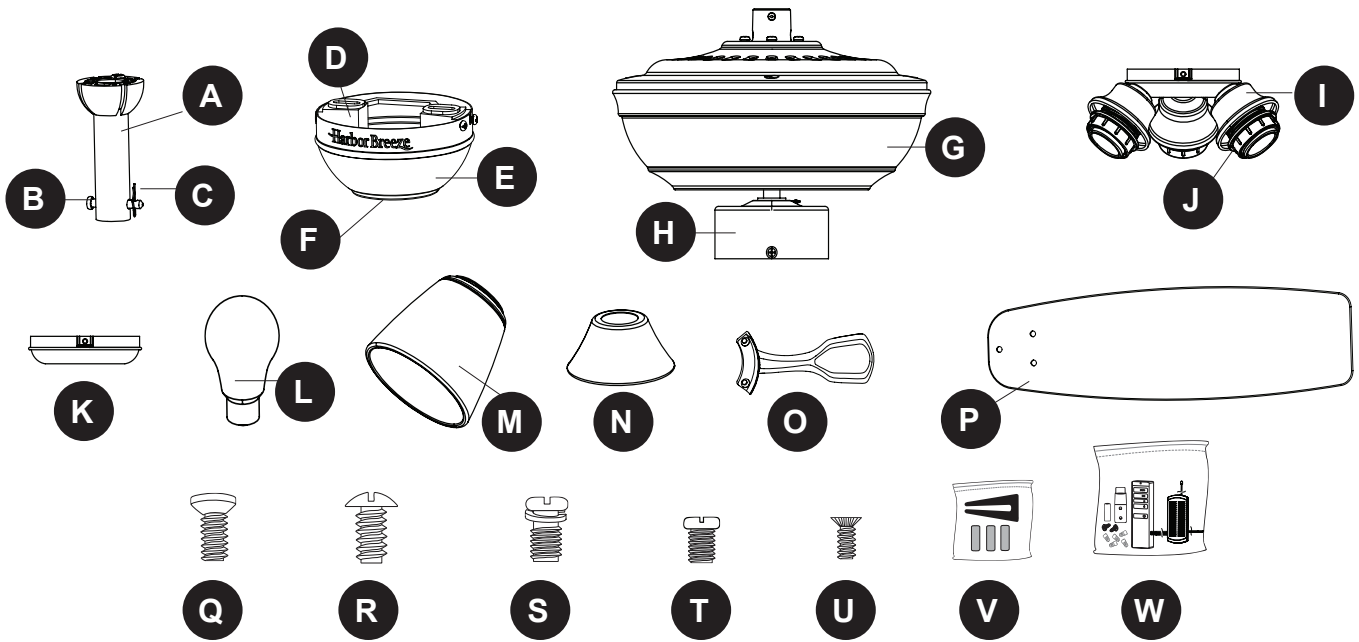
EB16262

## **TABLE OF CONTENTS**

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Package Contents . . . . .	3
Hardware Contents . . . . .	4
Safety Information . . . . .	5
Preparation . . . . .	6
Initial Installation . . . . .	7
Standard or Angle Mounting Instructions. . . . .	9
Closemount Instructions . . . . .	11
Wiring . . . . .	12
Final Installation. . . . .	13
Operating Instructions . . . . .	17
Care and Maintenance . . . . .	18
Troubleshooting. . . . .	18
Limited Lifetime Warranty . . . . .	20
Replacement Parts List . . . . .	21

## PACKAGE CONTENTS



PART	DESCRIPTION	QUANTITY
A	Downrod	1
B	Downrod Pin (preassembled to Downrod [A])	1
C	Downrod Clip (preassembled to Downrod [A])	1
D	Mounting Bracket (preassembled to Canopy [E])	1
E	Canopy	1
F	Canopy Cover (preassembled to Canopy [E])	1
G	Motor Assembly	1
H	Switch Housing (preassembled to Motor Assembly [G])	1
I	Light Kit	1
J	Socket Ring (preassembled to the Light Kit [I])	3
K	Switch Housing Cap	1
L	Bulb	3
M	Glass Shade	3
N	Yoke Cover	1
O	Blade Arm	5
P	Blade	5
Q	Motor Screw (preassembled to Motor Assembly [G])	10 + 1 extra
R	Mounting Bracket Screw (preassembled to Mounting Bracket [D])	4
S	Phillips-head Closemount Screw (preassembled to Motor Assembly [G])	3
T	Set Screw (preassembled to Motor Assembly [G])	2
U	Switch Housing Screw (preassembled to Light Kit [I])	3
V	Blade Balancing Kit	1
W	Remote Pack	1

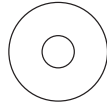
**HARDWARE CONTENTS** (shown actual size)

---

**AA**

**BB**

**CC**



Wire Connector  
Qty. 1  
+ 1 extra

Blade Screw  
Qty. 15  
+ 1 extra

Blade Washer  
Qty. 15  
+ 1 extra



## **SAFETY INFORMATION**

---

Please read and understand this entire manual before attempting to assemble, operate or install the product.

- Before you begin installing the fan, disconnect the power by removing fuses or turning off the circuit breakers.
- Make sure all electrical connections comply with local codes, ordinances, the National Electrical Code and ANSI/NFPA 70-199. Hire a qualified electrician or consult a do-it-yourself wiring handbook if you are unfamiliar with installing electrical wiring.
- Make sure the installation site you choose allows a minimum clearance of 7 ft. from the blades to the floor and at least 30 in. from the end of the blades to any obstruction.
- The net weight of this fan is: 17.03 lbs.



**DANGER:** When using an existing outlet box, make sure the outlet box is securely attached to the building structure and can support the full weight of the fan. Failure to do this can result in serious injury or death. The stability of the outlet box is essential in minimizing wobble and noise in the fan after installation is complete.



**WARNING:** To avoid personal injury, the use of gloves may be necessary while handling fan parts with sharp edges.



**WARNING:** Using a full-range dimmer switch to control fan speed will cause a loud humming noise from the fan. To reduce the risk of fire or electric shock, do NOT use a full-range dimmer switch to control the fan speed.



**WARNING:** To reduce the risk of fire, electric shock or personal injury, mount the fan to an outlet box marked "ACCEPTABLE FOR FAN SUPPORT" and use the mounting screws provided with the outlet box. Most outlet boxes commonly used for the support of lighting fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt. Secure the outlet 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 35 lbs.).



**WARNING:** To reduce the risk of fire, electric shock or personal injury, wire connectors provided with this fan are designed to accept only one 12-gauge house wire and two lead wires from the fan. If your house wire is larger than 12-gauge and/or there is more than one house wire to connect to the two fan lead wires, consult an electrician for the proper size wire connectors to use.



**WARNING:** To reduce the risk of fire, electric shock or personal injury, do not bend the blade arms when installing them, balancing the blades or cleaning the fan. Do not insert objects between the rotating fan blades.



**WARNING:** To reduce the risk of personal injury, use only parts provided with this fan. The use of parts OTHER than those provided with this fan will void the warranty.



## **SAFETY INFORMATION**

---

**CAUTION:** Read all instructions and safety information before installing your new fan. Review the accompanying assembly diagrams.

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

**CAUTION:** Carefully check all screws, bolts and nuts on the fan motor assembly to ensure they are secured.

**CAUTION:** 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.

Please note that changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

## **PREPARATION**

---

Before beginning the assembly of this product, ensure that all parts are present. Compare all parts with the package contents list and hardware contents list. If any part is missing or damaged, do not attempt to assemble the product.

**Estimated Assembly Time:** 120 minutes

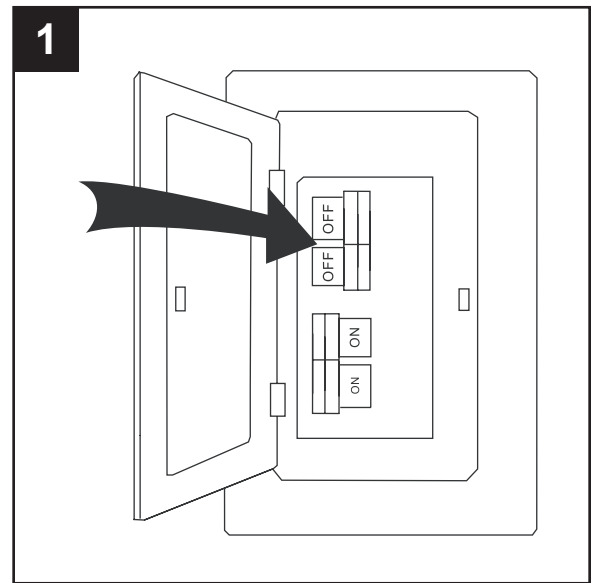
Tools Required for Assembly (not included): Electrical Tape, Phillips Screwdriver, Pliers, Safety Glasses, Step Ladder, Wire Cutters and Wire Strippers

Helpful Tools (not included): AC Tester Light, Tape Measure and Wiring Handbook

## INITIAL INSTALLATION

1. Turn off the circuit breakers and the wall switch to the fan supply line leads.

**⚠ DANGER:** Failure to disconnect the power supply prior to installation may result in serious injury or death.



2. Determine the mounting method to use.

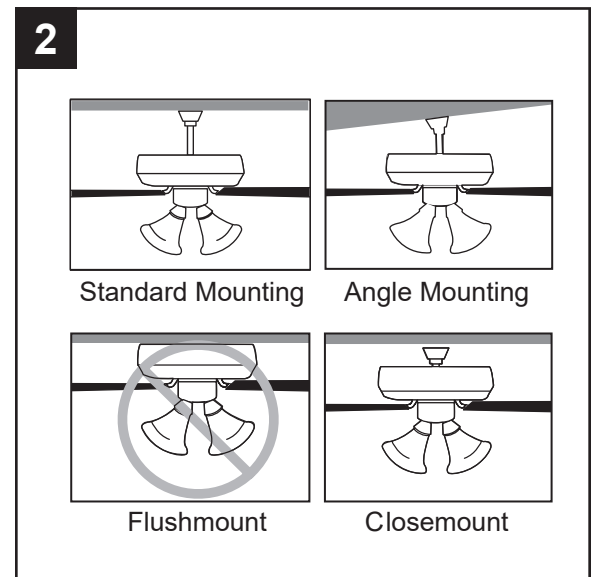
**Standard mounting** is best suited for ceilings 8 ft. or higher. For taller ceilings you may want to use a longer downrod (not included).

**Angle-style mounting** is best suited for angled or vaulted ceilings. A longer downrod is sometimes necessary to ensure proper blade clearance.

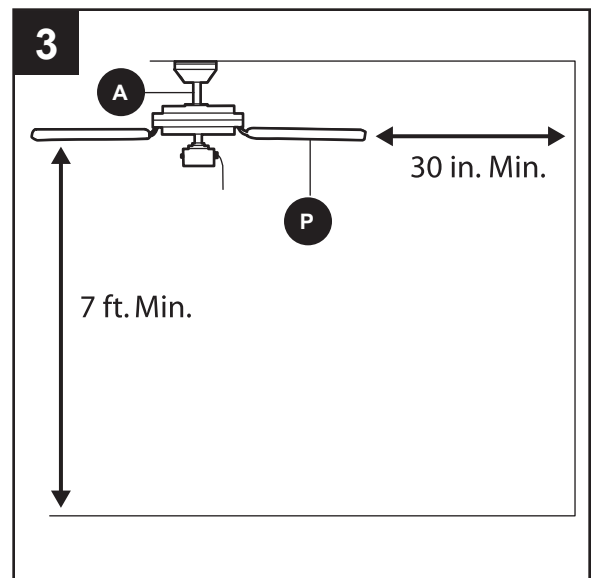
**Note:** If using the angle mount, check to ensure the ceiling angle is not steeper than 10°.

**Closemount-style mounting** is more suitable for ceilings lower than 8 ft. high.

**Flushmount installation** is not available for this item.



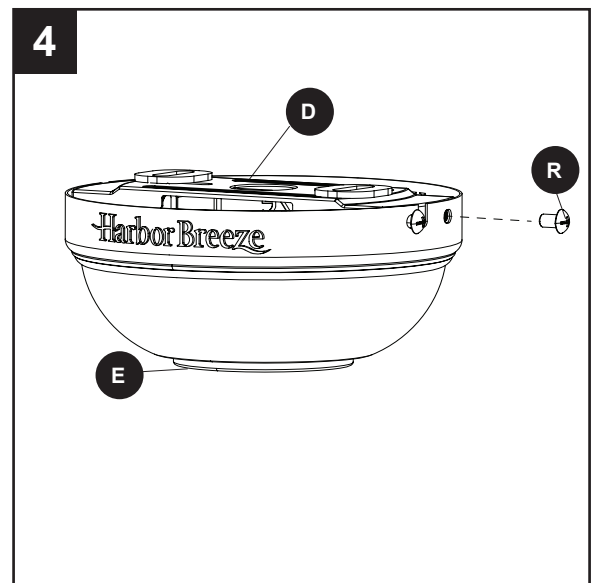
3. Ensure the blades (P) will be at least 30 in. from any obstructions. Also check the downrod (A) length to ensure the blades (P) will be at least 7 ft. above the floor.



## INITIAL INSTALLATION

- Loosen all four preassembled mounting bracket screws (R), then completely remove the two mounting bracket screws (R) from the round holes of canopy (E). Set aside for later use.

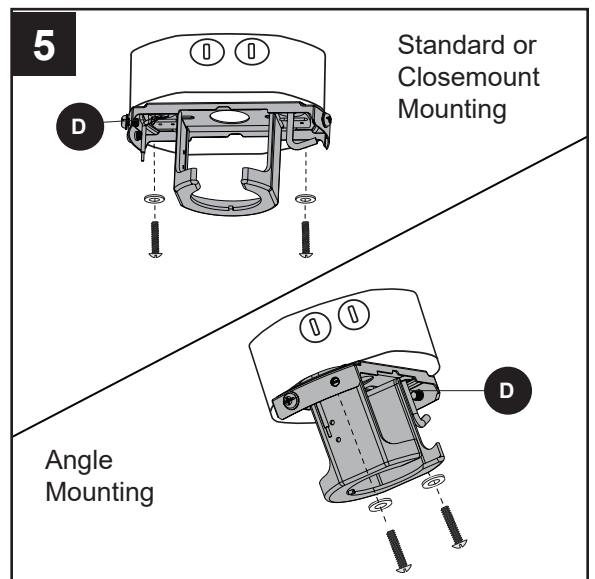
Detach mounting bracket (D) from canopy (E).



- Attach mounting bracket (D) to outlet box (not included) using screws and washers provided with the outlet box.

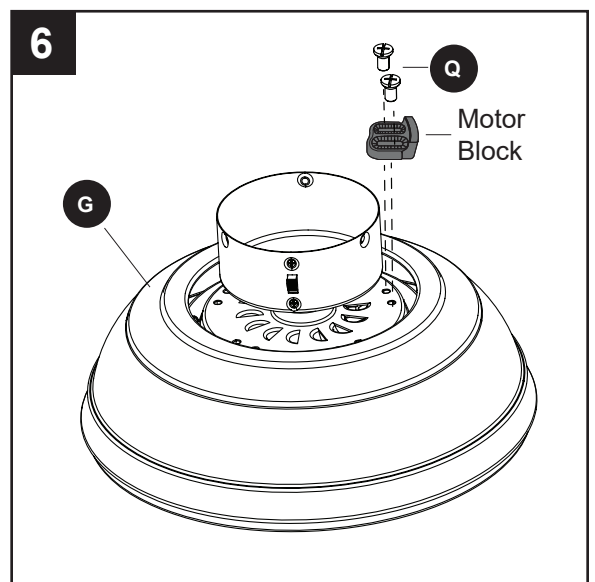
**CAUTION:** It is very important to use the proper hardware when installing the mounting bracket (D) as this will support the fan.

**Important:** If using the angle mount, ensure the open end of the mounting bracket (D) is installed facing the higher point of the ceiling.



- Remove all 10 preassembled motor screws (Q) and five preassembled plastic motor blocks from the underside of the motor assembly (G). Discard the motor blocks, but keep the motor screws (Q) for later.

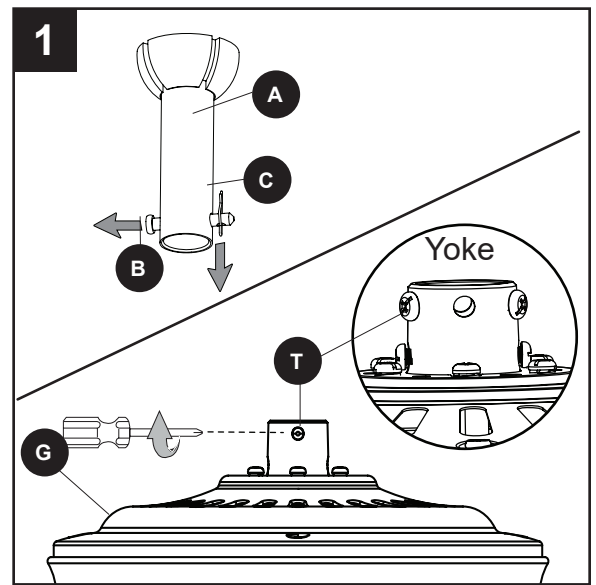
For **Standard or Angle Mounting Instructions**, continue to page 9. For **Closemount Instructions**, proceed to page 11.



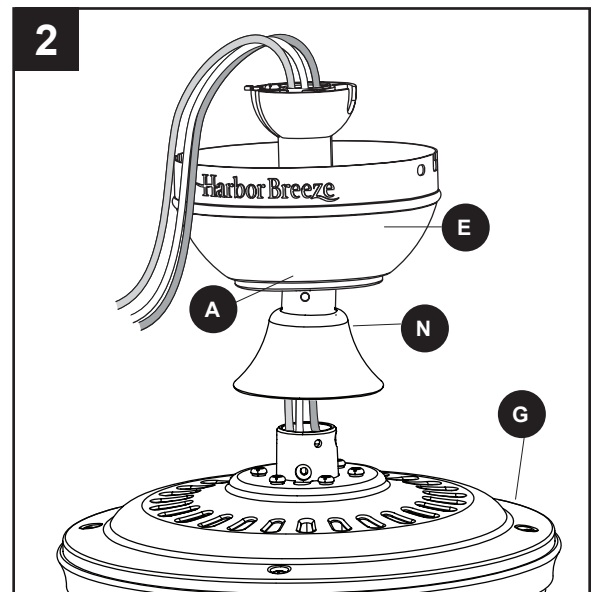


## STANDARD OR ANGLE MOUNTING INSTRUCTIONS

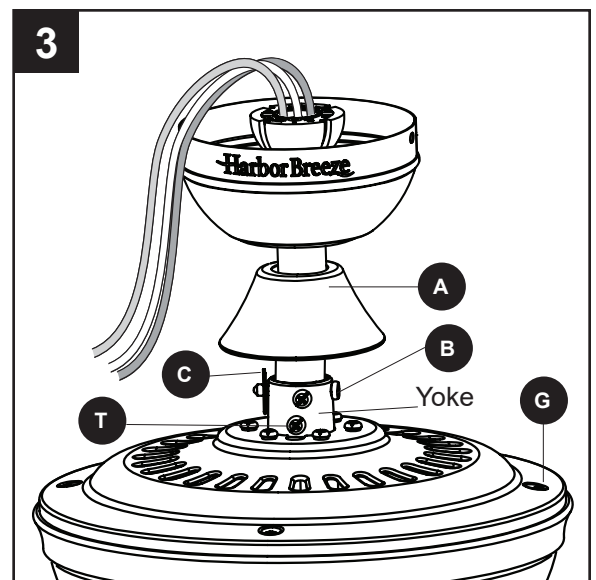
1. Remove the downrod pin (B) and downrod clip (C) from the downrod (A). Then partially loosen the set screws (T) in the yoke at the top of the motor assembly (G).



2. Insert the downrod (A) through the canopy (E) and yoke cover (N). Feed the wires from the motor assembly (G) through the downrod (A).



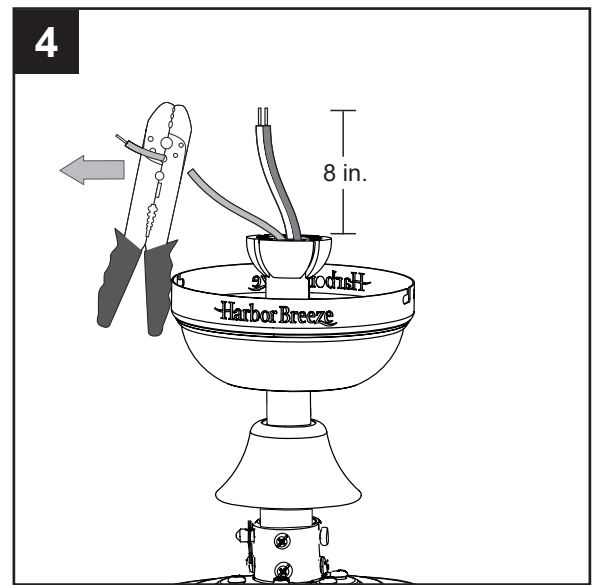
3. Slide the downrod (A) into the yoke of the motor assembly (G), align the holes, then re-install the downrod clip (C) and downrod pin (B). Secure with set screws (T).



## STANDARD OR ANGLE MOUNTING INSTRUCTIONS

- Depending on the length of downrod you use, you may need to cut the lead wires back to simplify the wiring. If you decide to cut back the lead wires, it is suggested you do so in the following manner: Take the lead wires and make sure you have pulled them all the way through the top of the downrod. Measure 8 inches of lead wire, then cut the excess wire off with wire cutters (not included).

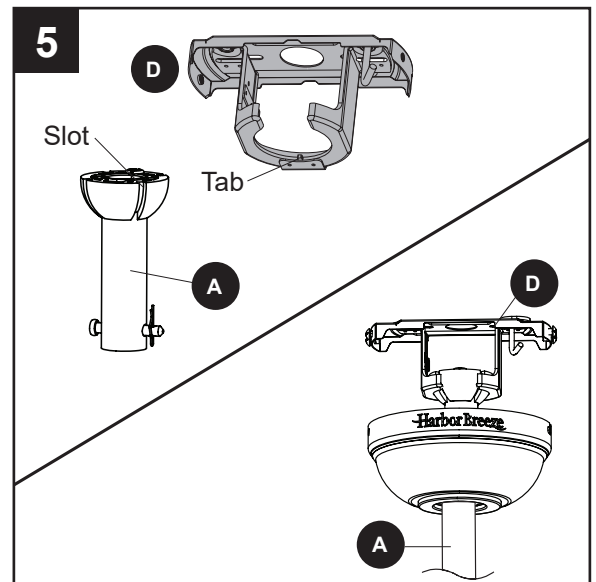
Then, strip 1/2 in. of insulation from the end of the white wire. Twist the stripped ends of each strand of wire within the insulation with pliers (not included).



- Install the ball end of the downrod (A) into the opening of mounting bracket (D). Align one of the four slots in the ball with the tab in the mounting bracket (D).

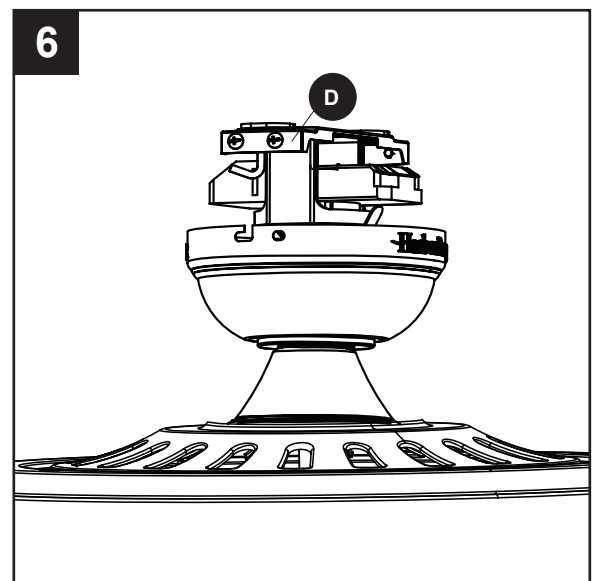
**Note:** The downrod (A) should not rotate if installed correctly.

**! DANGER:** Failure to align the slot in the downrod (A) with the tab of the mounting bracket (D) may cause the fan to wobble or fall, which could result in serious injury or death.



- Insert the receiver from remote pack (W) into the mounting bracket (D) with the flat side facing the ceiling.

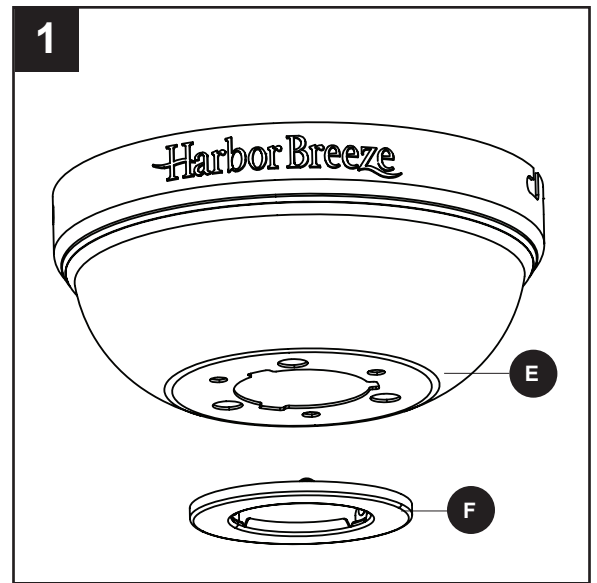
Proceed to the **Wiring** on page 12.



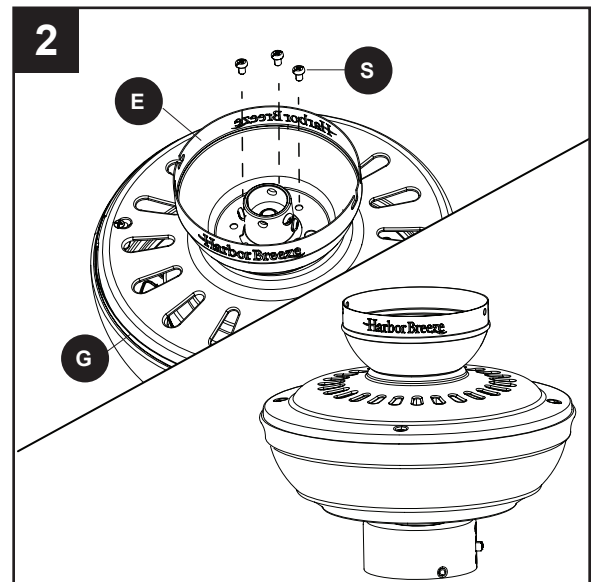
## CLOSEMOUNT INSTRUCTIONS

**Helpful Hint:** The downrod (A), canopy cover (F) and yoke cover (N) are not used in this type of installation.

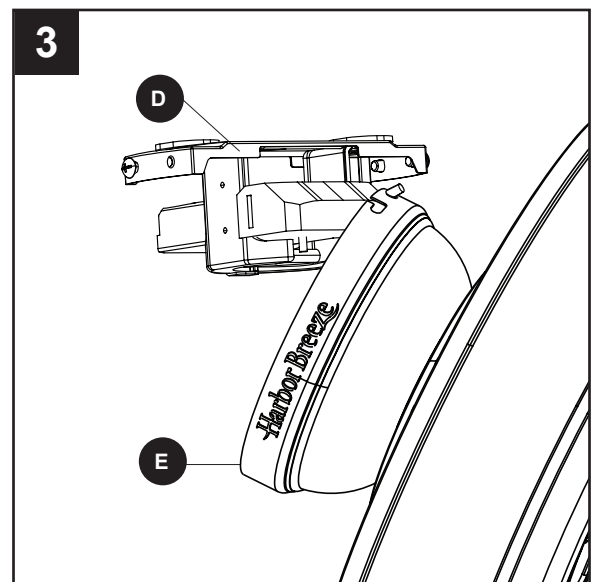
1. Remove the canopy cover (F) from the bottom of the canopy (E).



2. Remove three Phillips-head closemount screws (S) from the top of the motor assembly (G). Align the canopy (E) with the holes in the top of the motor assembly (G), then re-install the Phillips-head closemount screws (S) to secure the canopy (E) to the top of the motor assembly (G).



3. Raise the fan and place the canopy (E) on the hook on the mounting bracket (D), temporarily leaving hands free for the wiring process. Then, place the receiver from remote pack (W) inside the mounting bracket (D) with the flat side facing the ceiling.



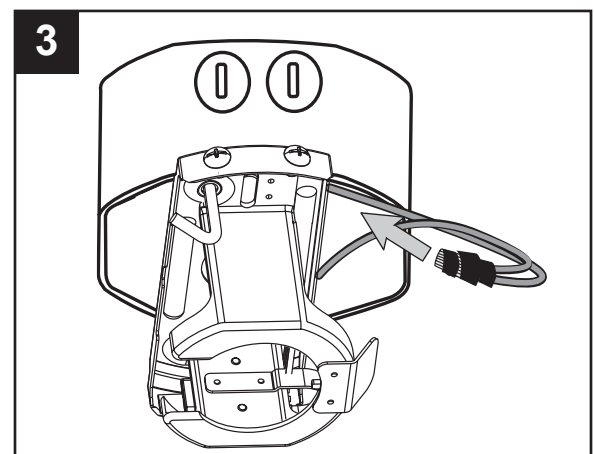
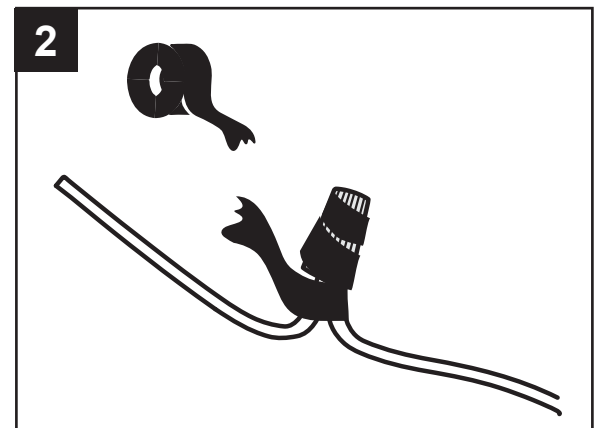
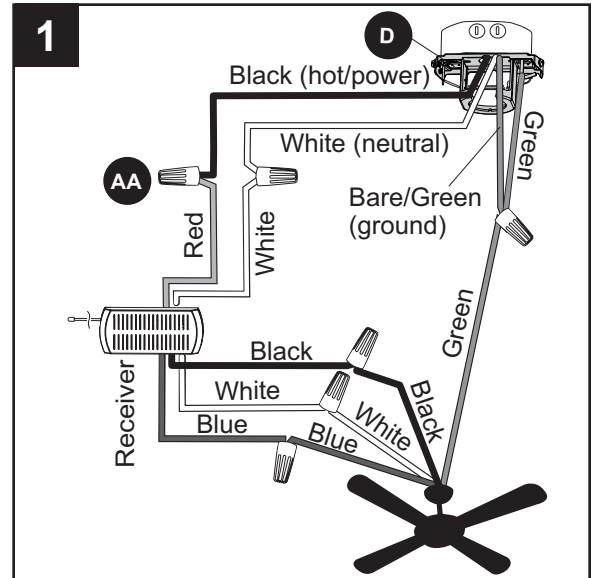
## WIRING

**⚠ WARNING:** To reduce the risk of fire, electrical shock or personal injury, wire connectors provided with this fan are designed to accept only one 12-gauge house wire and two lead wires from the fan. If your house wire is larger than 12-gauge and there is more than one house wire to connect to the two fan lead wires, consult an electrician for the proper size wire connectors to use.

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

1. Secure all wiring connections together with wire connector (AA) and the wire connectors from remote pack (W) according to the diagram and these steps:
  - Connect the Green wires from the fan and the mounting bracket (D) to the Bare/Green (ground) supply wire.
  - Connect the Blue wire with white label from the receiver from remote pack (W) to the Blue fan wire.
  - Connect the Black wire with white label from the receiver from remote pack (W) to the Black fan wire.
  - Connect the Red wire with red label from the receiver from remote pack (W) to the Black (hot/power) supply wire.
  - Connect the White wire with red label from the receiver from remote pack (W) to the White (neutral) supply wire.
  - Connect the Black wire with red label from the receiver from remote pack (W) to the Black (live) supply wire.

**Important:** The Blue fan wire is power for the light. The Black wire is power for the fan. The White wire is common/neutral. The Green wire is the ground wire. If supply wires are different colors than referred to above, a professional electrician should determine proper wiring.



### Hardware Used

**AA** Wire Connector  x 1

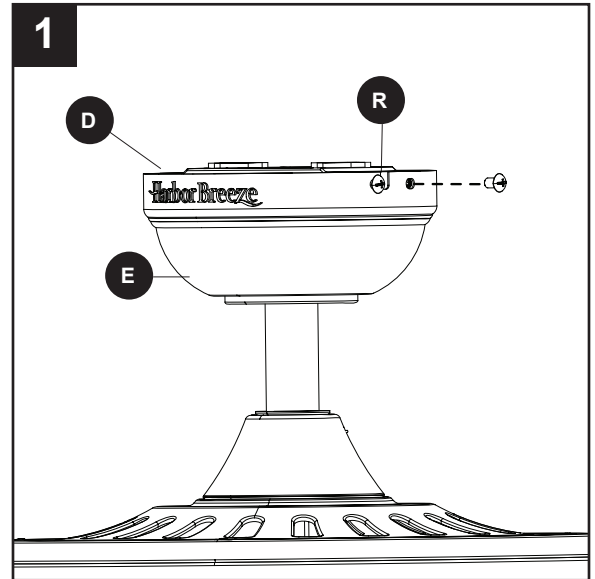
2. Wrap electrical tape (not included) around each individual wire connector down to the wire.
3. Turn the spliced/taped wires upward and gently push the wires and wire connectors into the outlet box.

**⚠ WARNING:** Ensure no bare wire or wire strands are visible after making connections. Place the Green and White wire connections on the opposite side of the outlet box from the Black and Blue wire connections.

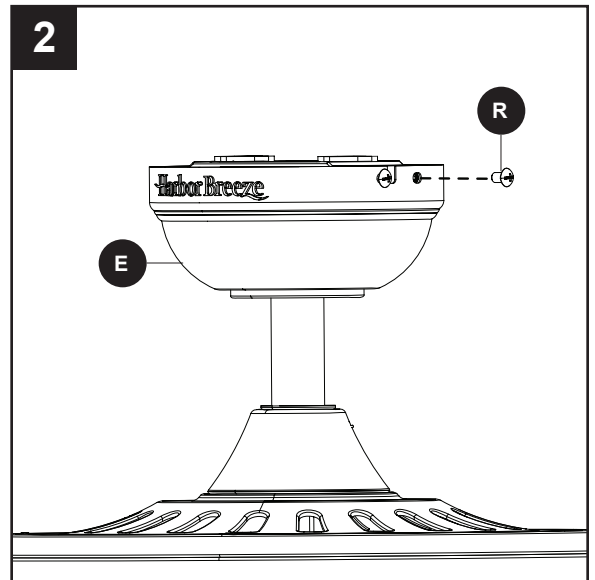
## FINAL INSTALLATION

**Note:** Closemount installation will not have the downrod (A), yoke cover (N) or canopy cover (F).

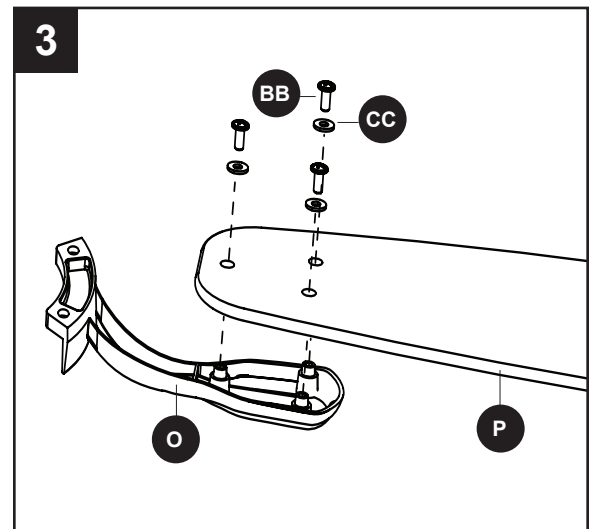
1. Align the canopy (E) over the loosened mounting bracket screws (R) preassembled on mounting bracket (D). Place the keyholes of the canopy (E) onto the mounting bracket screws (R) and rotate the canopy (E) clockwise.




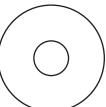
2. Secure the canopy (E) with the mounting bracket screws (R) previously removed (Step 4, page 8). Tighten all mounting bracket screws (R) securely.



3. Partially insert the blade screws (BB) along with the blade washers (CC) through the blade (P) and into the blade arm (O). Tighten each blade screw (BB) with a Phillips screwdriver (not included), starting with the one in the middle. Repeat this step for the remaining blades (P) and blade arms (O).

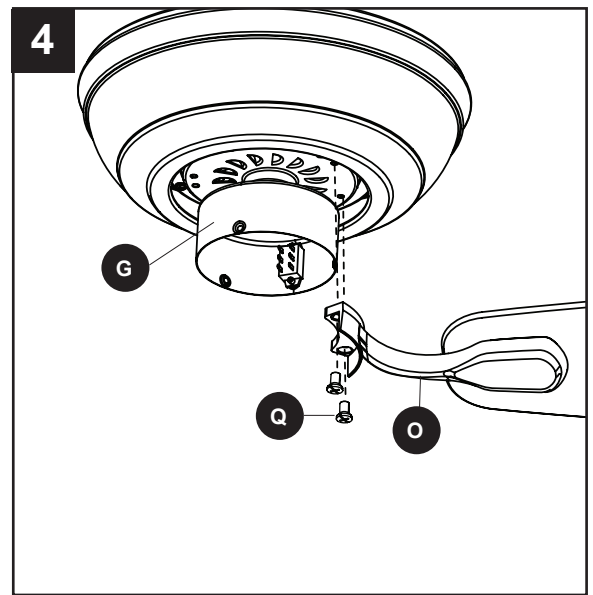


### Hardware Used

<b>BB</b>	Blade Screw		x 15
<b>CC</b>	Blade Washer		x 15

## FINAL INSTALLATION

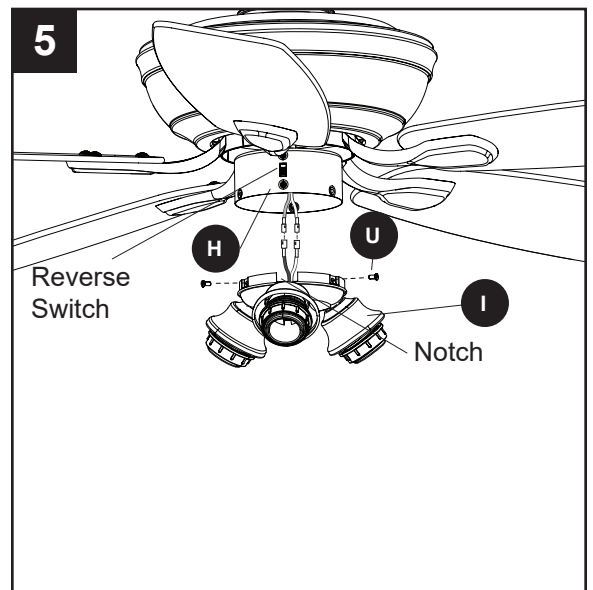
4. Install the blade arm (O) to the underside of the motor assembly (G) with motor screws (Q) previously removed (Step 6, page 8). Tighten with Phillips screwdriver.  
Repeat for each blade arm (O).



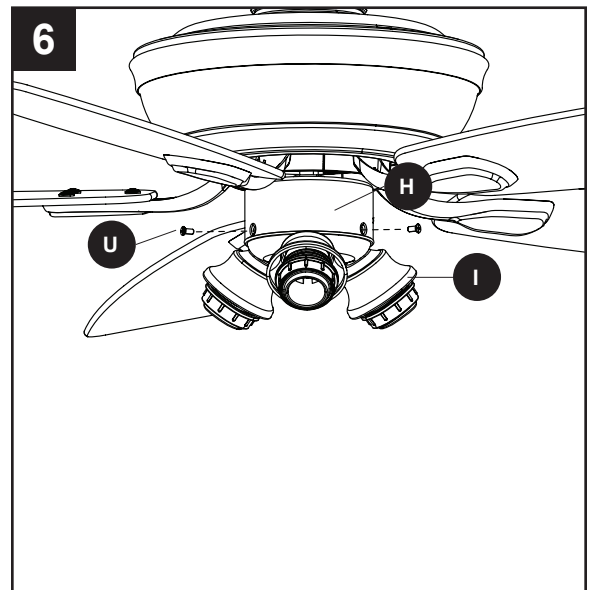
**Note:** If you wish to install the fan without the light kit (I), proceed to Step 9.

5. To install the light kit (I), first remove the three switch housing screws (U) from the top edge of the light kit (I). Then connect the single-pin connector from the switch housing (H) to the single-pin connector from the light kit (I) -- Blue to Black and White to White.

**Note:** Align the notch in the light kit (I) with the reverse switch on the switch housing (H).

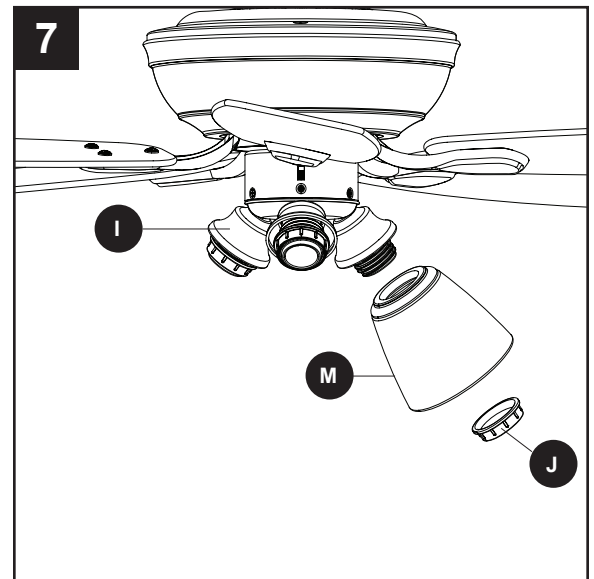


6. Secure the light kit (I) to the switch housing (H) using the previously removed switch housing screws (U).



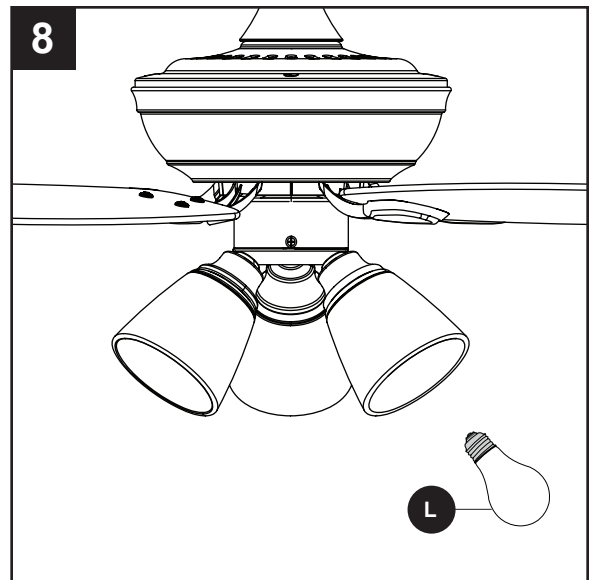
## FINAL INSTALLATION

7. Remove socket rings (J) from sockets of the light kit (I). Lift glass shade (M) onto socket and secure with socket rings (J).



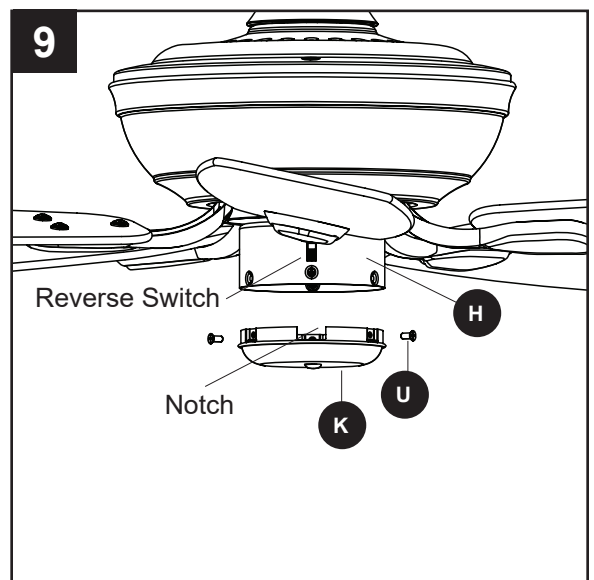
8. Install the bulbs (L) into the sockets on the light kit (I).  
**IMPORTANT:** Make sure you allow the bulbs (L) and light kit (I) to cool before you replace the bulbs.

Proceed to Step 10.



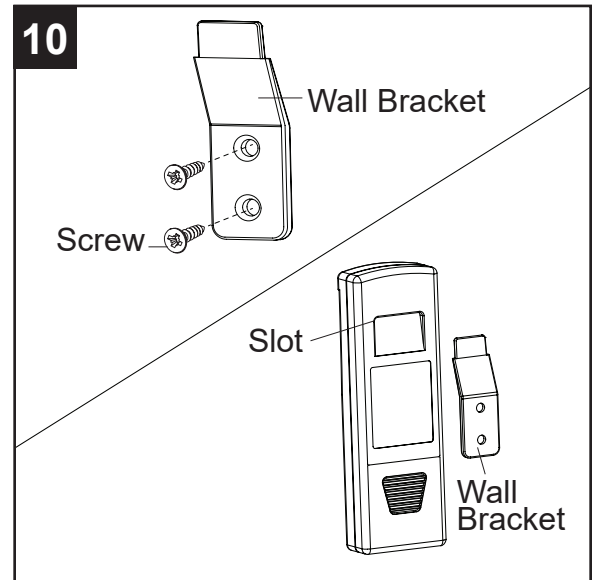
9. To install the fan without the light kit (I), remove the three switch housing screws (U) from the light kit (I). Then, attach the switch housing cap (K) to the switch housing (H) using the switch housing screws (U).

**Note:** Align the notch in the switch housing cap (K) with the reverse switch on the switch housing (H).



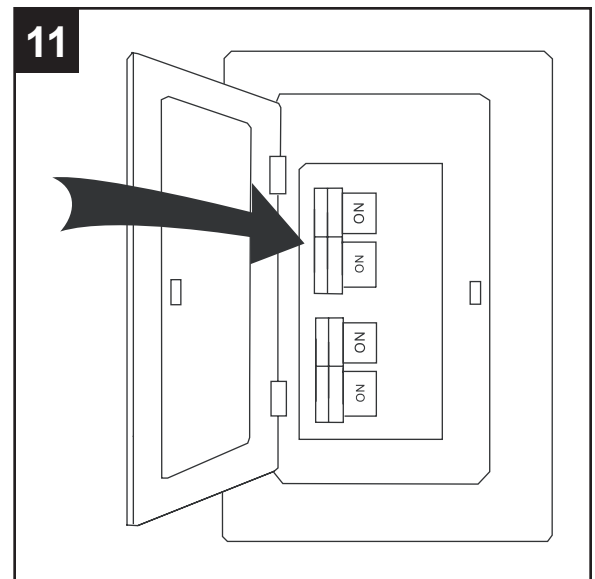
## FINAL INSTALLATION

10. **OPTIONAL:** If you wish to install the wall bracket from remote pack (W), choose desired location and insert screws from remote pack (W) into holes of wall bracket and into installation site. Store the remote from remote pack (W) on the wall bracket by placing the slot on the back of the remote onto the wall bracket.



11. Turn on power supply to the fan.

**Assembly is complete.**





## OPERATING INSTRUCTIONS

1. Remove the battery cover from the back of the remote found in remote pack (W). Insert the battery from remote pack (W) into the remote; ensure polarity of battery matches the polarity indicated in the battery compartment -- positive (+) to positive (+) and negative (-) to negative (-). Replace the battery cover and press the fan power button on the remote to ensure the LED indicator illuminates and the remote turns on the fan.

**Note:** If remote doesn't turn on the fan, see TROUBLESHOOTING (page 18).

2. To operate the fan using the remote, press and release the following buttons:
  - 1 - High fan speed
  - 2 - Medium fan speed
  - 3 - Low fan speed
  - 4 - Fan Power - Turns the fan off.

**Light Delay Off mode** - Press and hold the fan power button (4) for five seconds, which will turn off light after one minute. The LED indicator on the remote will flash four times to confirm mode setting.

- 5 - Light Control:

**Incandescent Bulbs** - Press light control to turn lights off and on. Press and hold light control to dim or brighten the lights.

**CFL Bulbs** - Turns the lights on and off. **Note:** The dimmer function does not work with CFL bulbs.

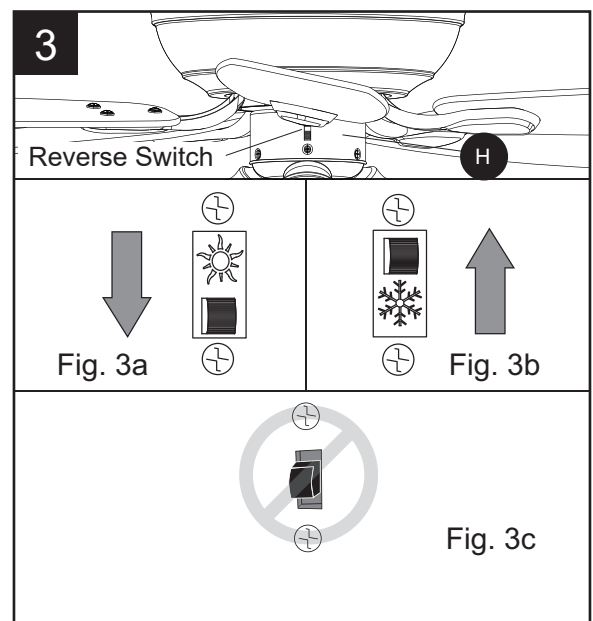
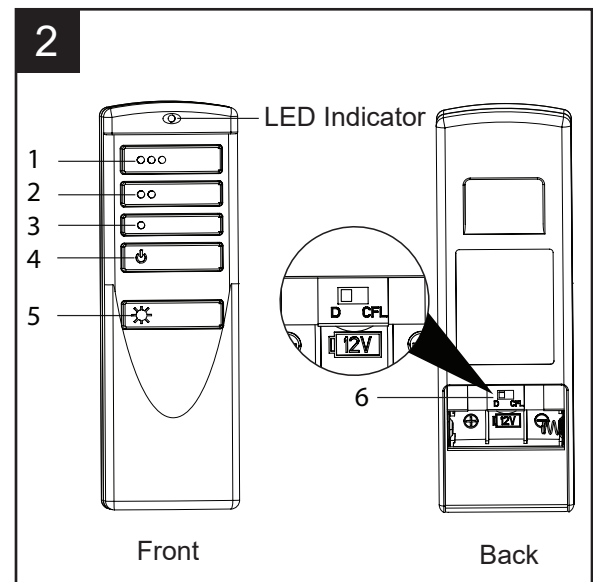
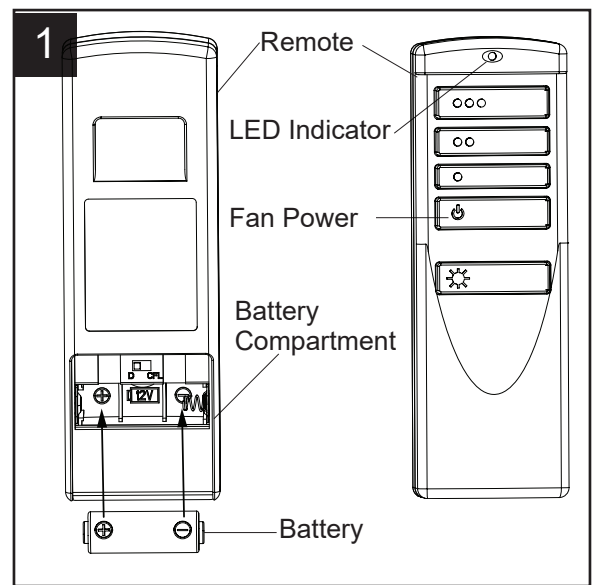
- 6 - D/CFL Switch: Switch should be set to "D" to correspond with the included incandescent bulbs, which will enable the dimming function. Flip to "CFL" if you change to corresponding bulbs.

3. The reverse switch is located on the switch housing (H). Using 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. **Note:** Wait for the fan to stop before moving the reverse switch.

**In warmer weather**, push the reverse switch down to display a sun icon, which will result in downward airflow creating a wind chill effect (Fig. 3a).

**In cooler weather**, push the reverse switch up to display a snowflake icon, which will result in upward airflow that can help move hot air off the ceiling area (Fig. 3b).

**Important:** The reverse switch must be set either completely up or down in order for the fan to function correctly. If the reverse switch is set in the middle position, the fan will not operate (Fig. 3c).



## CARE AND MAINTENANCE

At least twice each year, lower the canopy to check the downrod assembly, and then tighten all screws on the fan. Clean the motor assembly with only a soft brush or lint-free cloth to avoid scratching the finish. Clean the blades with a lint-free cloth.

**Bulb Replacement:** Use 60-watt max. E26-base incandescent bulbs or CFL/LED equivalents. Halogen bulbs are not recommended for this item.

**Battery Replacement for Remote:** Use A23 12-volt battery.

**Important:** Shut off the main power supply before you begin any maintenance task. Do not use water or a damp cloth to clean the fan.

## TROUBLESHOOTING

PROBLEM	POSSIBLE CAUSE	CORRECTIVE ACTION
The fan does not move.	<ol style="list-style-type: none"><li>1. The reverse switch is not engaged.</li><li>2. The wall switch is turned off.</li><li>3. The power is off or the fuse (breaker) is blown.</li><li>4. There is a faulty wire connection.</li></ol>	<ol style="list-style-type: none"><li>1. Firmly push the reverse switch completely up or down.</li><li>2. Make sure the wall switch is turned on.</li><li>3. Turn the power on or check the fuse (breaker).</li><li>4. Turn the power off and check all connections at the ceiling outlet box.</li></ol>
There is excessive wobbling.	<ol style="list-style-type: none"><li>1. The blades and/or blade arms are loose.</li><li>2. The blades are unbalanced.</li><li>3. The fan mounting is not secure.</li><li>4. The fan is too close to the vaulted ceiling.</li><li>5. The set screws on the motor assembly yoke is loose.</li></ol>	<ol style="list-style-type: none"><li>1. Check and tighten all screws that hold the fan blades to the blade arms and the blade arms to the motor.</li><li>2. Switch one blade with a blade from the opposite side. Or balance the fan using the blade balancing kit (V).</li><li>3. Turn off the power. Loosen the canopy and verify that the mounting bracket is secure to the electrical outlet box. The bracket must be flush without movement against the outlet box.</li><li>4. Use a longer downrod (sold separately) or move the fan to another location.</li><li>5. Lift up the yoke cover and tighten the set screws on the yoke until secure.</li></ol>

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PROBLEM	POSSIBLE CAUSE	CORRECTIVE ACTION
The fan is noisy.	<ol style="list-style-type: none"> <li>1. The blades are loose.</li> <li>2. There is a cracked blade.</li> <li>3. The wall control is not compatible with the fan.</li> <li>4. The outlet box is not secure.</li> <li>5. The mounting bracket is not secure.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check and tighten all screws that hold the fan blades to the blade arms and the motor.</li> <li>2. Replace the cracked blade.</li> <li>3. Do not use a full range dimmer switch to control the fan speed.</li> <li>4. Ensure the outlet box is secured to the building structure.</li> <li>5. Ensure the mounting bracket is secured to the outlet box and that the screws are tight.</li> </ol>
The fan operates correctly, but the lights are not working.	<ol style="list-style-type: none"> <li>1. The bulbs are not installed correctly.</li> <li>2. The light kit wire plugs are not connected properly.</li> <li>3. There is a faulty wire connection.</li> </ol>	<ol style="list-style-type: none"> <li>1. Re-install the bulb(s).</li> <li>2. Ensure the single-pin connectors in the light kit are connected properly.</li> <li>3. Turn the power off and check all connections at the ceiling outlet box.</li> </ol>
Remote doesn't work.	<ol style="list-style-type: none"> <li>1. LED indicator does not illuminate when remote button is pushed.</li> <li>2. The remote control is not synced with the fan's receiver.</li> </ol>	<ol style="list-style-type: none"> <li>1. Replace the remote battery with a new 12-volt battery.</li> <li>2. Turn off the main power, then turn it back on. Within 30 seconds, press and hold the high and low speed buttons on the remote at the same time for 5 seconds. The LED indicator will flash 3 times, signaling a successful synchronization. Once complete, the fan will start on the low speed with the light (if applicable) off.</li> </ol>

## **LIFETIME LIMITED WARRANTY**

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The manufacturer warrants this fan to be free from defects in workmanship and materials present at time of shipment from the factory for a lifetime from the date of purchase by the original purchaser. The retailer also warrants that all other fan parts, excluding any glass or plastic blades, to be free from defects in workmanship and material at the time of shipment from the factory for a period of one year after the date of purchase by the original purchaser. The manufacturer agrees to correct such defects without charge or at its option replace the ceiling fan with a comparable or superior model.

To obtain warranty service, present a copy of the receipt as proof of purchase. All costs of removing and reinstalling the product are your responsibility. Any damage to any part such as by accident or misuse or improper installation or by affixing any accessories, is not covered by this warranty. The manufacturer assumes no responsibility whatsoever for fan installation during the limited lifetime warranty. Any service performed by an unauthorized person will render the warranty invalid.

Due to varying climate conditions, this warranty does not cover any changes in brass finish, including rusting, pitting, corroding, tarnishing or peeling. Brass finishes of this type give their longest useful life when protected from varying weather conditions. Any glass provided with this fan is not covered by the warranty.

Any replacement of defective parts from the ceiling fan must be reported within the first year from the date of purchase. For the balance of the warranty, call our customer service department for return authorization and shipping instructions so that we may repair or replace the ceiling fan. Any fan or parts returned improperly is the sole responsibility of the purchaser. There is no other expressed warranty. The manufacturer disclaims any and all warranties. The duration of any implied warranty which cannot be disclaimed is limited to the time period as specified in the expressed warranty. The manufacturer shall not be liable for incidental, consequential, or special damages arising out of or in connection with product use or performance except as may otherwise be accorded by law. This warranty gives specific legal rights, and you may also have other rights which vary from state to state.

This warranty supersedes all prior warranties.

**Note:** A small amount of “wobble” is normal and should not be considered a defect.

## REPLACEMENT PARTS LIST

For replacement parts, call the customer service department at 1-800-643-0067, 8 a.m. - 6 p.m., EST, Monday - Thursday, 8 a. m. - 5 p.m., EST, Friday.

PART	DESCRIPTION	0810517 PART #
A	Downrod	0810517-A
D	Mounting Bracket	0810517-D
E	Canopy	0810517-E
F	Canopy Cover	0810517-F
I	Light Kit	0810517-I
M	Glass Shade	0810517-M
N	Yoke Cover	0810517-N
O	Blade Arm	0810517-O
P	Blade	0810517-P
W	Remote Pack	0810517-W
HW	Hardware Kit	0810517-HW

