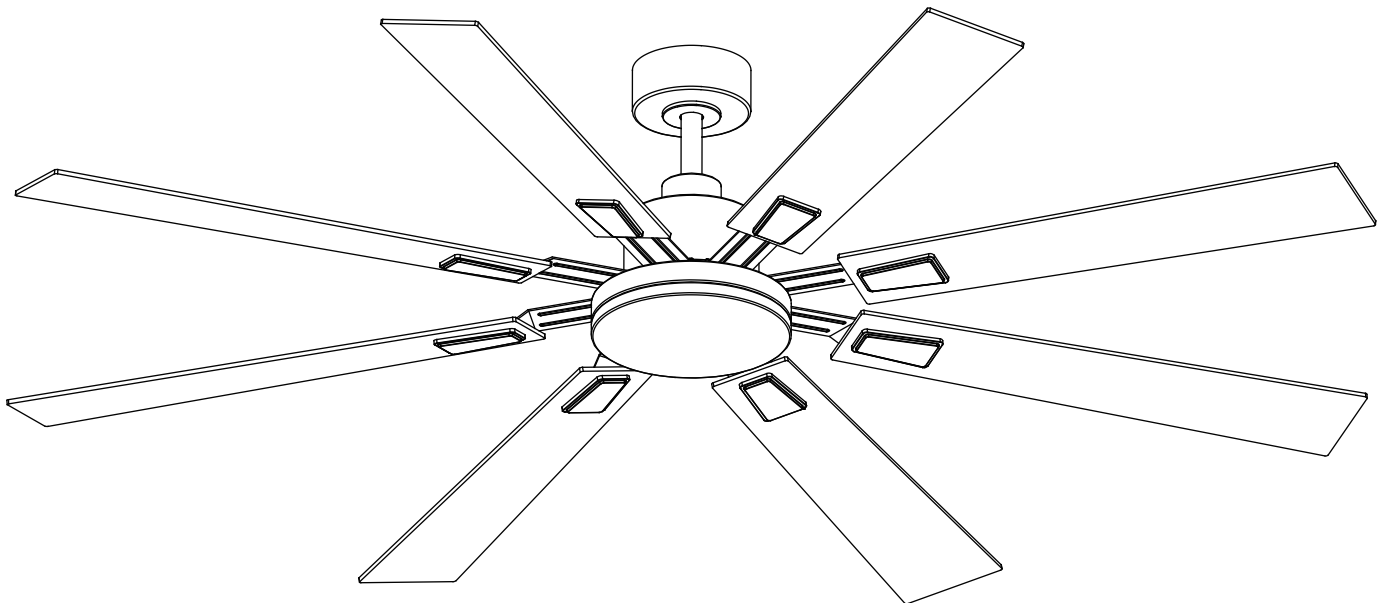


# INSTALLATION & USER MANUAL

## CEILING FAN WITH LIGHT



ITEM #32031

Customer Service: [support@ ceilingfanhelp.com](mailto:support@ceilingfanhelp.com)

# Table of Contents

Table of Contents.....	2	Exploded View.....	4
Safety Information.....	2	Installation Instructions .....	5-9
Dimension Reference.....	3	Operation .....	10
Hardware Included.....	3	Troubleshooting Guide .....	11
Fan Parts Included.....	3	Balancing Kit .....	12

## Safety Information

### READ AND SAVE THESE INSTRUCTIONS.

1. To reduce the risk of electric shock, ensure electricity has been turned off at the circuit breaker or fuse box before you begin.
2. All wiring must be in accordance with the National Electrical Code “ANSI/NFPA 70” and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 35 lbs (15.9 kg). Use only UL Listed outlet boxes marked “Acceptable for Fan Support of 35 lbs. (15.9 kg) or less.”
4. Do not place objects in the path of the blades.
5. To clean the fixture ,turn off the power, wait for it to cool, and wipe the fixture with a clean dry, soft cloth.
6. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into the outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box and ungrounded conductor on the other side of the outlet box.
7. All screws must be checked and retightened where necessary before installation.



**WARNING:** To reduce the risk of electrical shock or fire, not use this fan with any solid-state fan speed control device. It will permanently damage the electronic circuitry.



**WARNING:** To reduce the risk of fire or injury do not use this product in conjunction with any variable (rheostat) wall control.



**WARNING:** To reduce the risk of personal injury, do not bend the blade brackets when installing the rackets balancing the blades, or cleaning the fan. Do not insert objects.



**WARNING:** To reduce the risk of fire, electric shock or personal injury, mount to outlet box marked “acceptable for fan support of 35 lbs. (15.9 Kg) or less” and use screws provided with the outlet box.



**WARNING:** To avoid possible electrical shock, turn the electricity off at the main fuse box before wiring.



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



**CAUTION:** To reduce the risk of personal injury, use only the screws provided with the outlet box.



**CAUTION:** Please use carefully when working around or cleaning the fan to avoid injury or damage of fan.

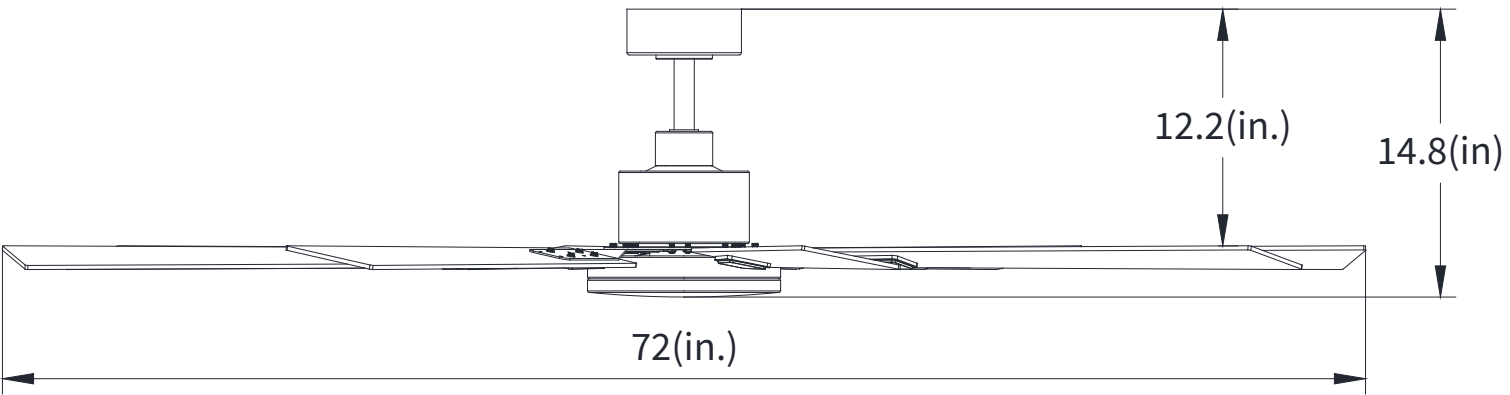


**CAUTION:** The fan must be mounted with a minimum of 7.5 feet (2.3 Meter) clearance from the trailing edge of the blades to the floor.

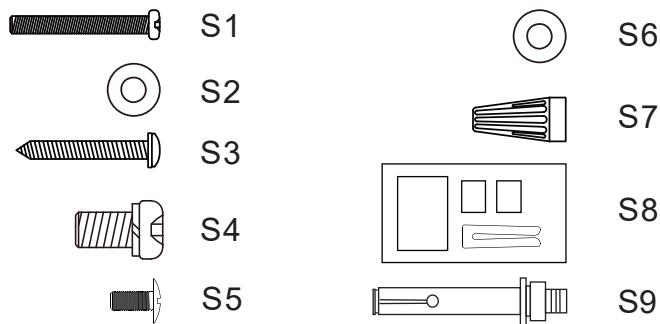


**CAUTION:** Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

## Dimension Reference

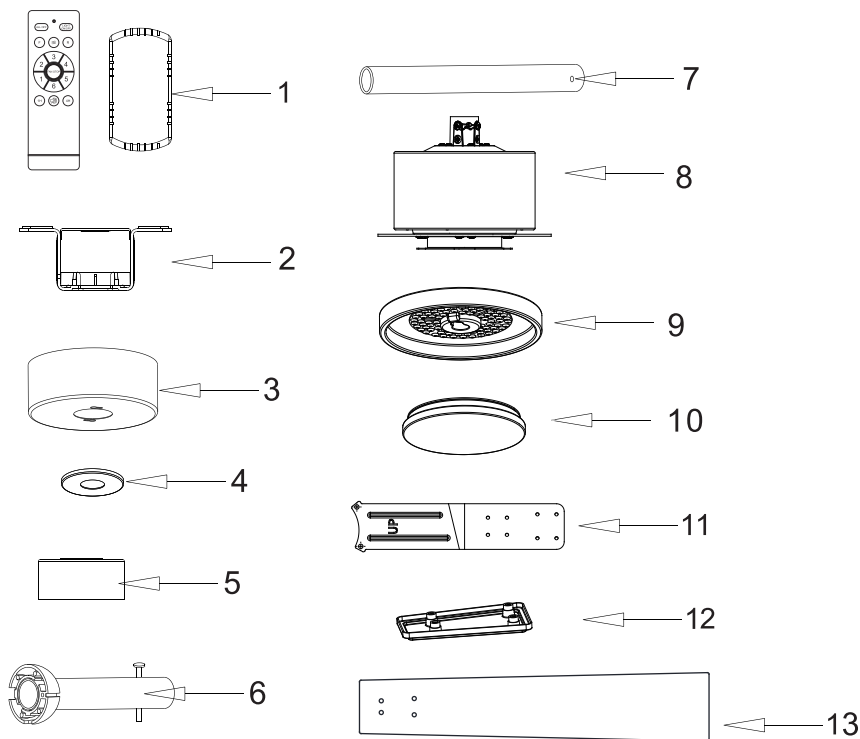


## Hardware Included



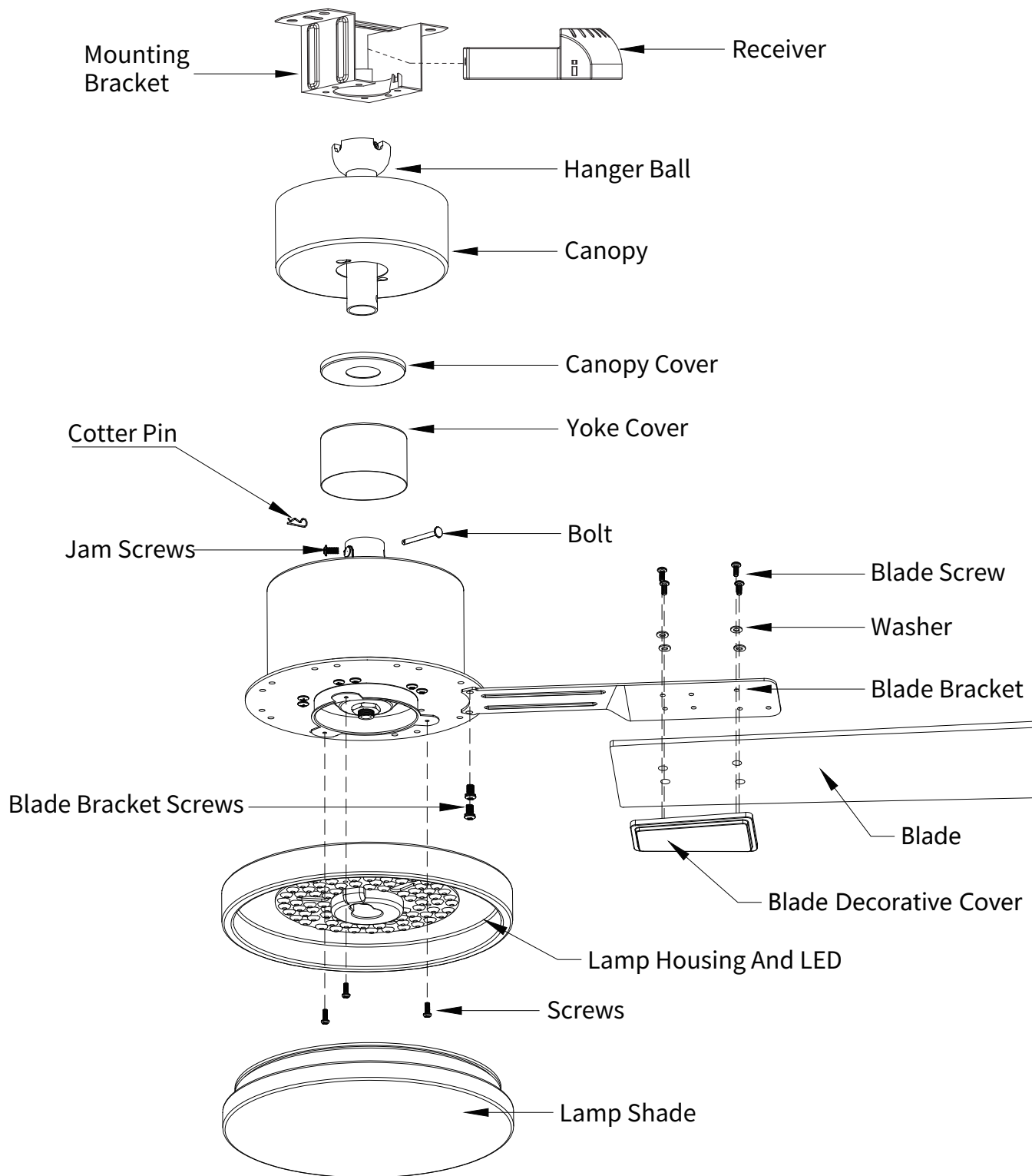
Hardware Package	Quantity
S1.Machine Screw	2
S2.Washer	4
S3.Wood Screw	4
S4.Blade Bracket Screws	27
S5.Blade Screw	33
S6.Washer(Paper)	33
S7.Wire Nut	3
S8.Balance Kit	1
S9.Expansion Screw	2

## Fan Parts Included



Item Name	Quantity
1.Remote Control	1
2.Mounting Bracket	1
3.Canopy	1
4.Canopy Cover	1
5.Yoke Cover	1
6.Short Downrod	1
7.Long Downrod	1
8.Motor Housing	1
9.Lamp HousingAnd LED	1
10.Lamp Shade	1
11.Blade Bracket	8
12.Blade Decorative Cover	8
13.Blade	8

# Exploded View





# Installation Instructions

## Step1 Mounting the Downrod

- Take out fan downrod.
- Remove cotter pin and bolt from downrod.
- Take out fan motor housing.
- Loosen jam screw in yoke until it is flush with the inside surface.
- Place the downrod inside the canopy, canopy cover, and yoke cover.
- Route wires exiting motor through yoke cover, canopy and downrod.
- Insert bolt through hole in and downrod. Be careful not to damage or cut the fan wires.
- Tighten bolt. Secure with cotter pin through hole in the end of the bolt.
- Secure downrod in position by tightening jam screws.
- Slide yoke cover down and it will flush with the motor housing.

**CAUTION:** To ensure wobble-free operation and to avoid damage to the fan, the downrod and the set crew must be completely tightened.

Fig.1a

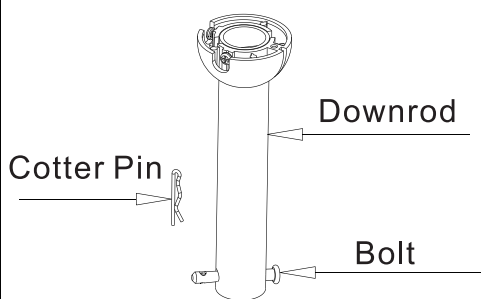


Fig.1b

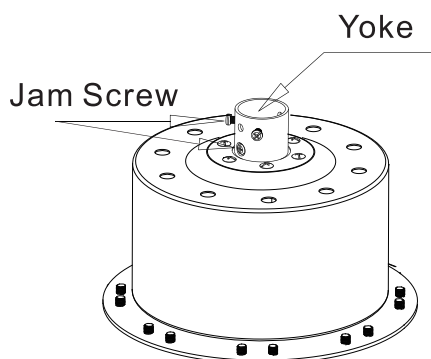


Fig.1c

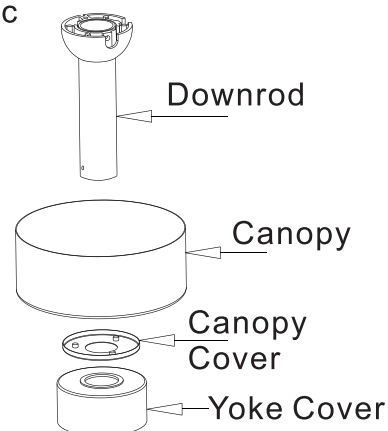


Fig.1d

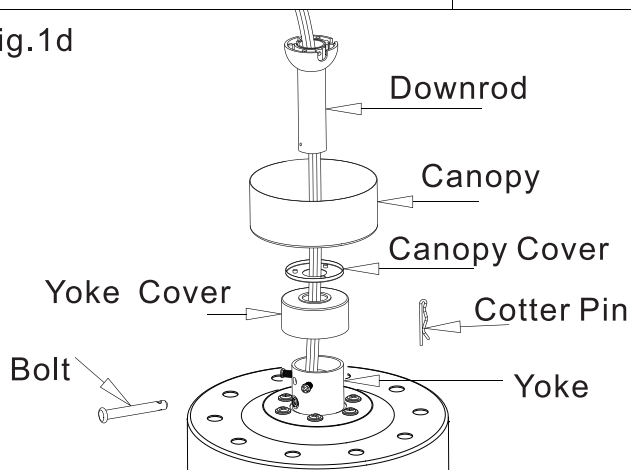
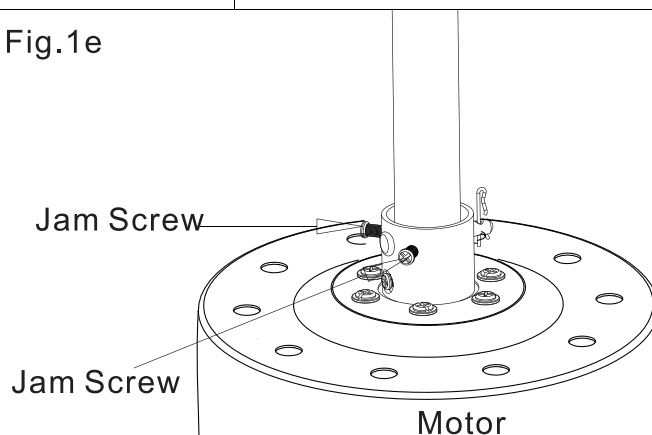


Fig.1e

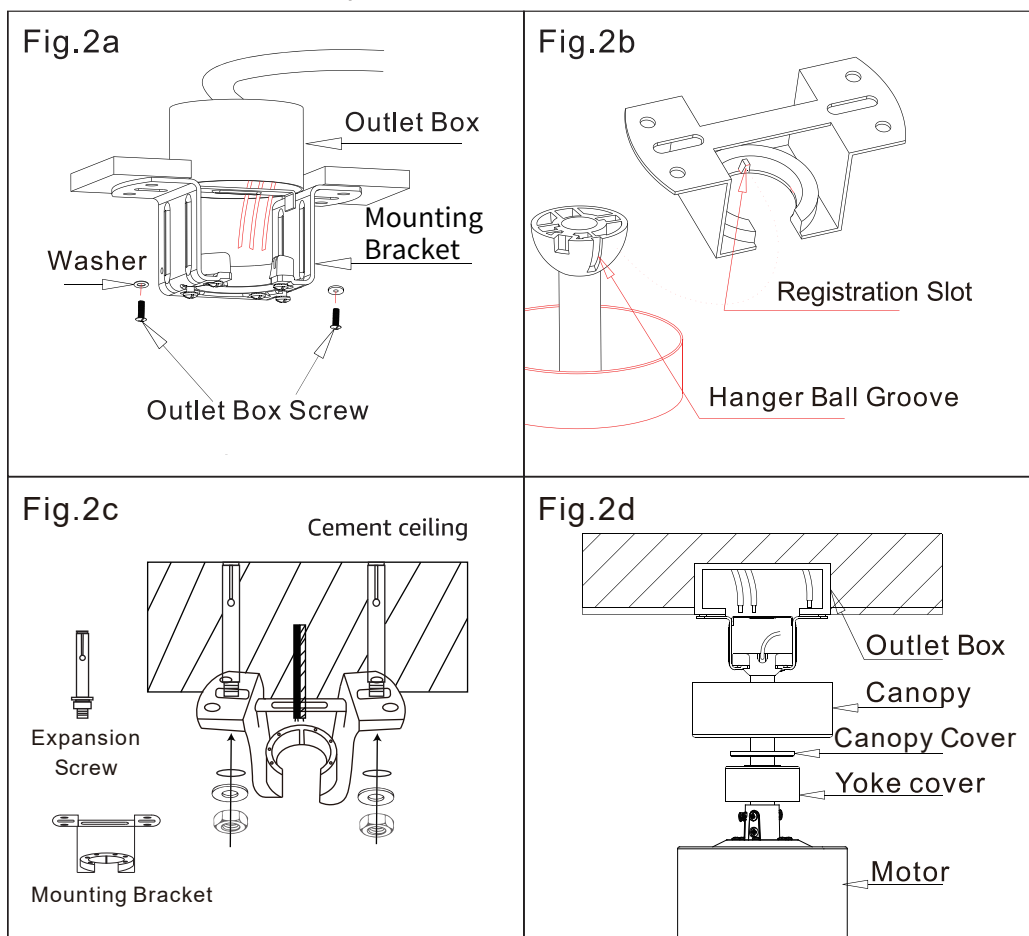


# Installation Instructions

## Step2 Installing the Mounting Bracket

**WARNING:** To Reduce The Risk Of Fire, Electric Shock, Or Personal Injury, Mount To UL/CSA Listed Outlet Box Marked Acceptable for Fan Support And Use Mounting Screws Provided With The Outlet Box

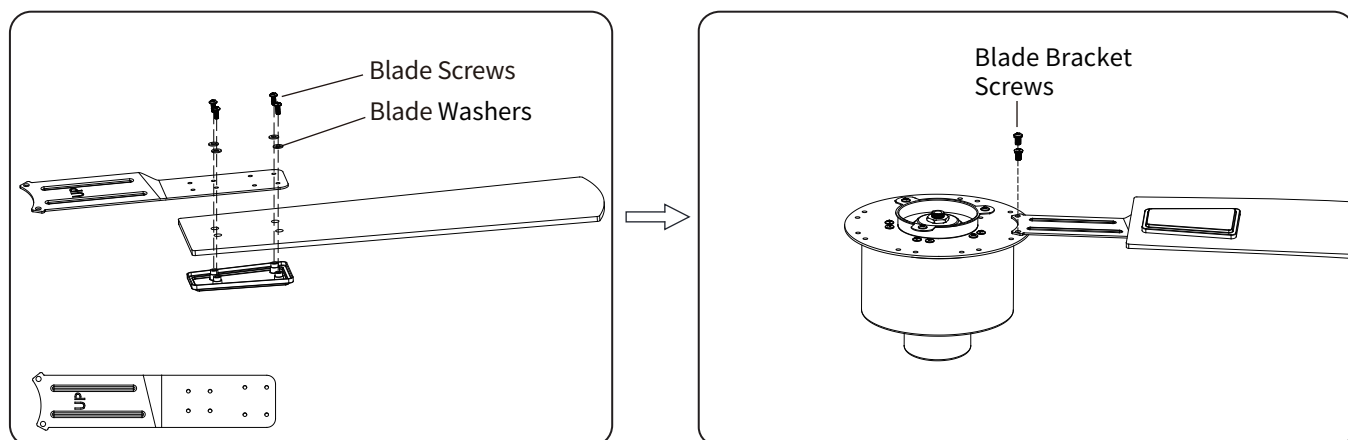
- Secure hanger to metal outlet box.
- Lift the fan motor assembly into position, and place the hanger ball into the mounting bracket. Rotate the downrod until the check groove drops into the registration slot and seats firmly. The downrod should not rotate if this is done correctly.



## Step3 Attaching the Fan Blades.

- Secure the blade and bracket with blade screws and washers, Note that the side of the blade bracket facing upwards is marked with the word "up"
- Then secure it to the motor with blade bracket screws.
- Repeat this step for each blade assembly.

Fig.3

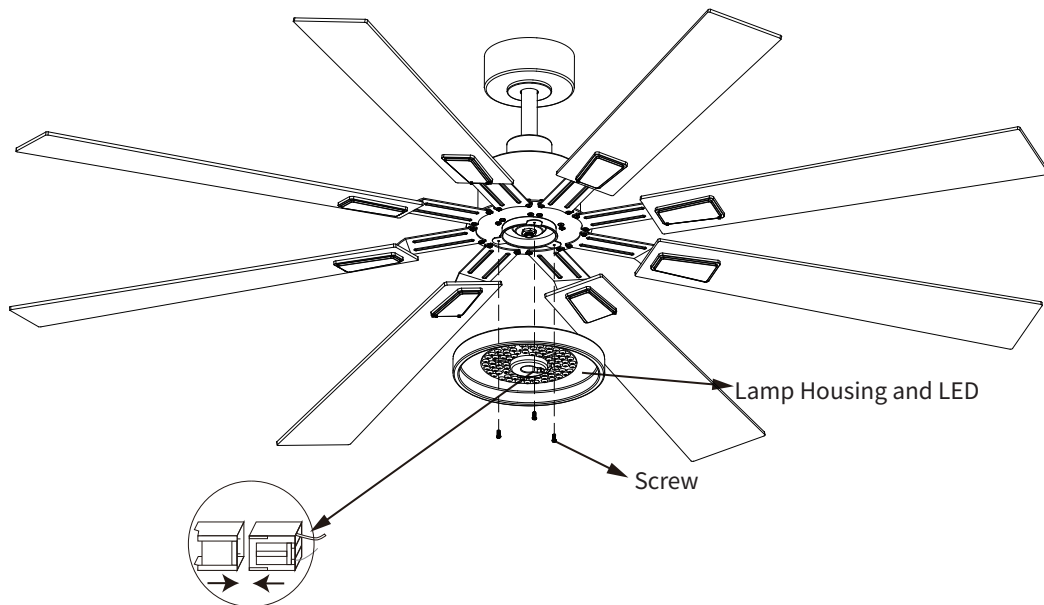


# Installation Instructions

## Step4 Assembling the lamp housing

- Feed the wire through the center hole of the lamp housing.
- Fix the lamp housing with screws.
- Connect the plugs from the motor and LED.

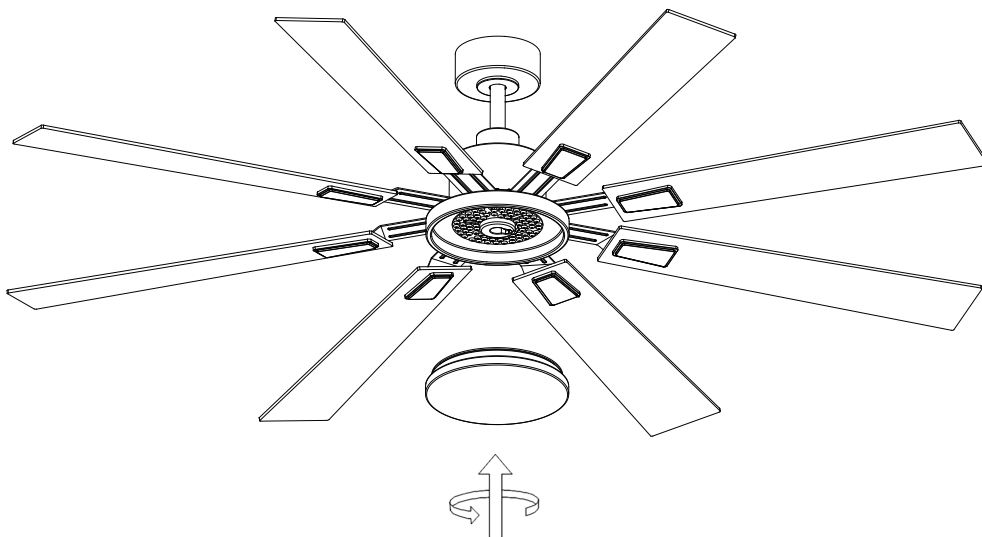
Fig.4a



## Step5 Installing the Lampshade

- Install the lampshade to the lamp housing by turning clockwise to lock it into place.

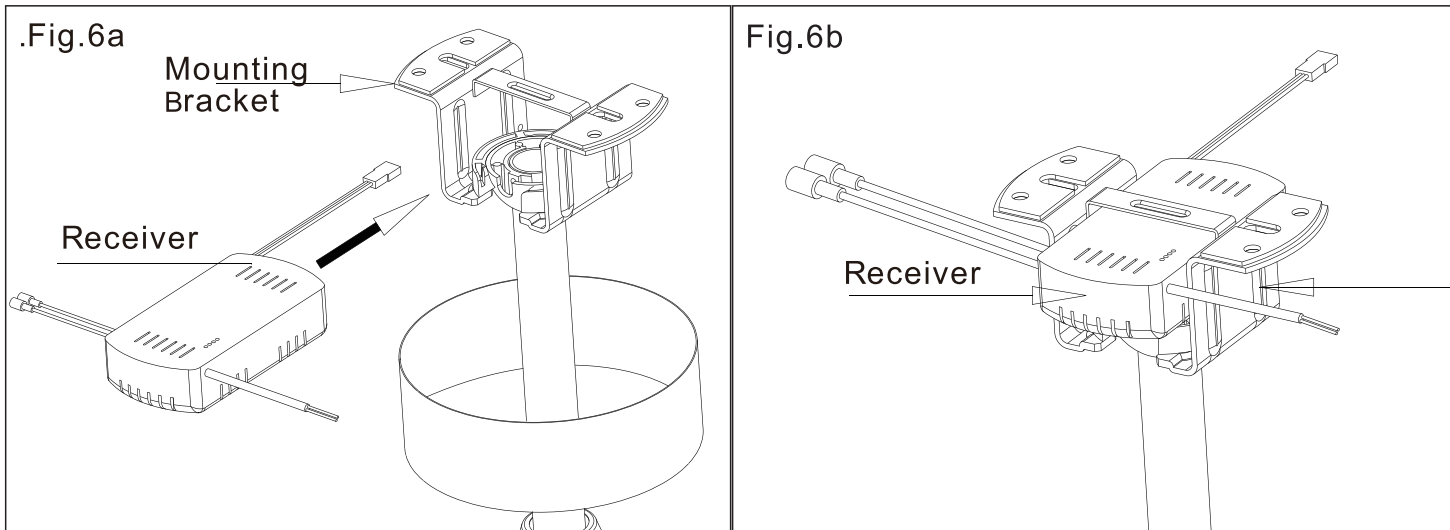
Fig.5



# Installation Instructions

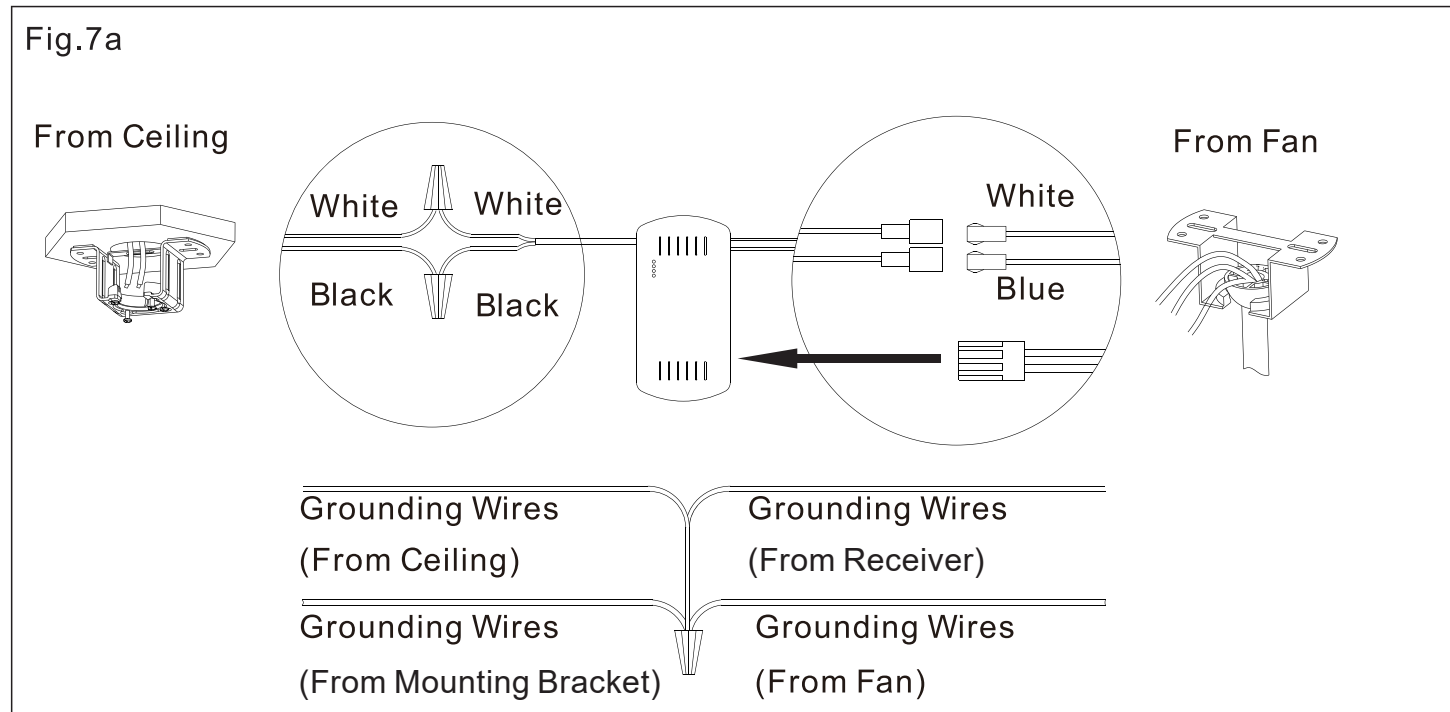
## Step6 Installing the Receiver

- Put the receiver in the Mounting Bracket



## Step7 Wiring the Fan

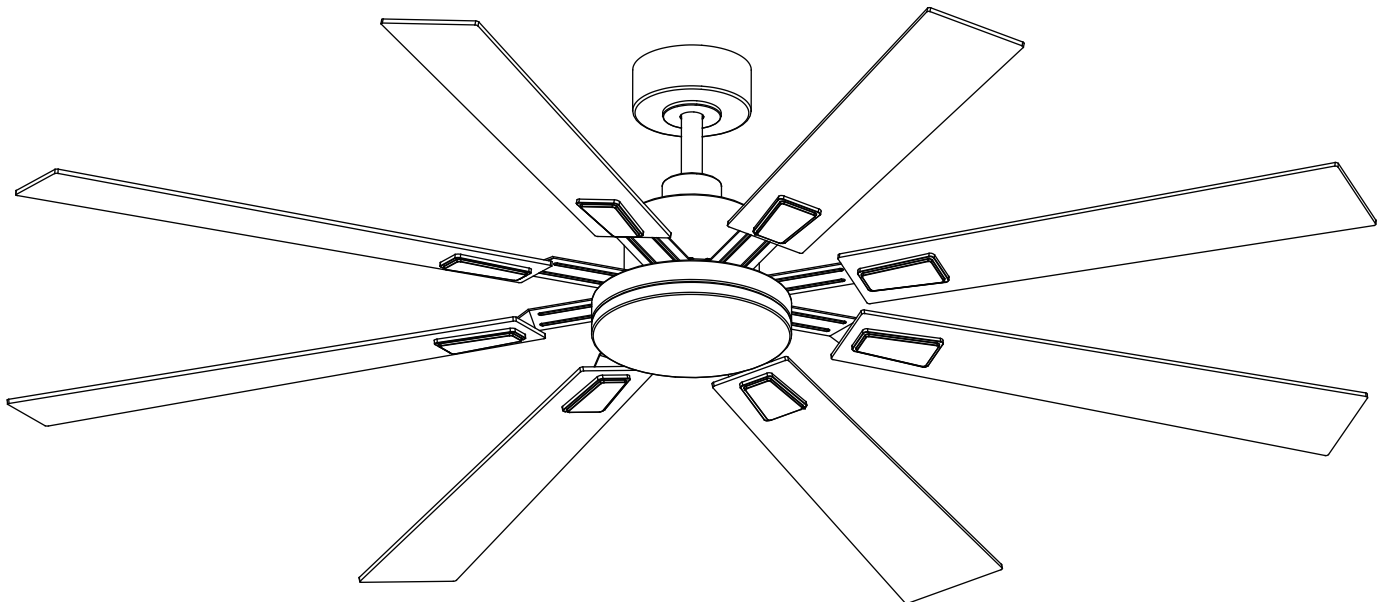
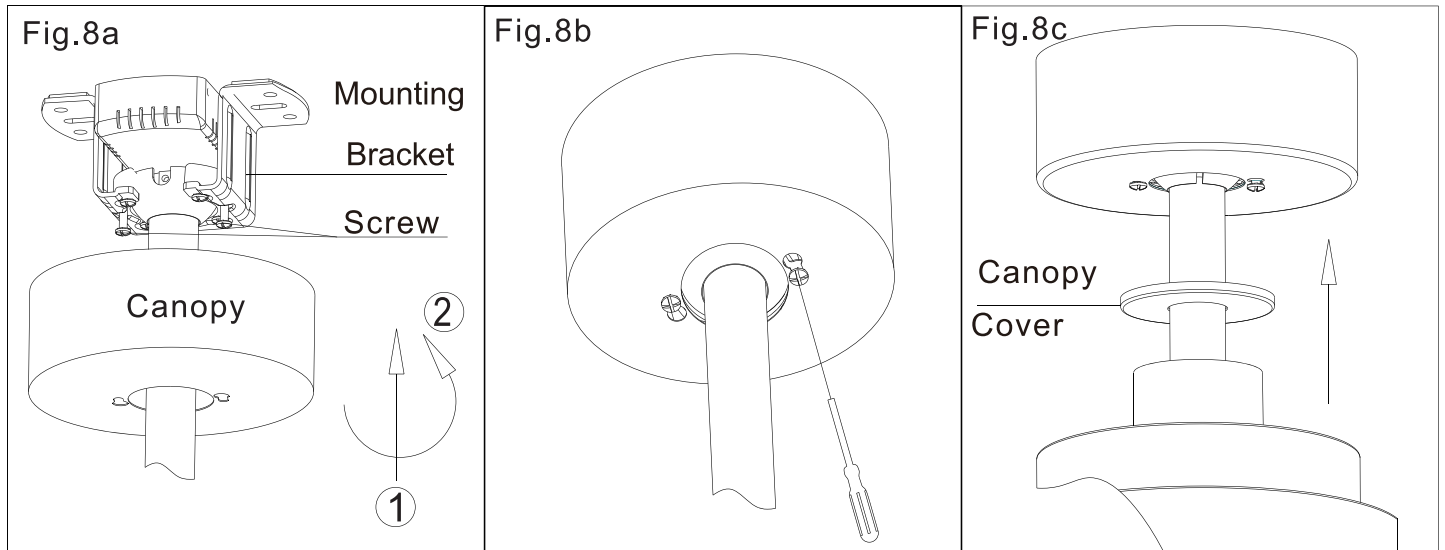
- Wiring according to the wiring diagram.



# Installation Instructions

## Step8 Attaching the Canopy and Canopy cover

- Slide the canopy up to the ceiling and attach it to the mounting bracket with the screws provided. Tighten all screws securely.
- Move the Canopy cover onto the canopy.  
(the decorative cover comes with magnetism)



CONGRATULATIONS!  
YOU HAVE COMPLETED THE INSTALLATION

# OPERATION

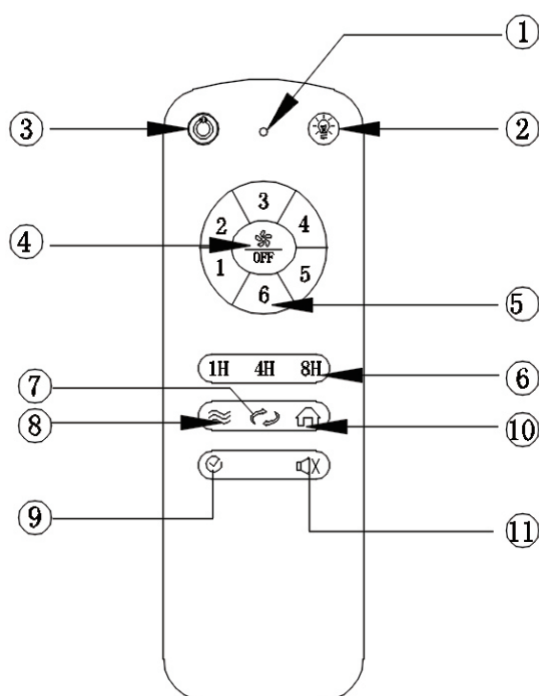
## FUNCTION INSTRUCTION OF EMITTER

- Open battery cover on the hand-held remote and install two 1.5V AAA battery (not included)
  - If the emitter can not control the fan
1. When the emitter cannot control the receiver, please check is there any existence of similar remote controlled products nearby, then check whether they works, because remote controlled product with the same frequency will disturb each other.
  2. When the emitter cannot control the receiver, please check the battery switch touching normally or not, correction of the positive and negative, full or empty of the power.
  3. Turn on the power switch, Press and hold the Master Switch button for 3 seconds within 10 seconds of power on. If you hear a beep sound, the pairing process is complete
- When installing the fan, the fan ceiling cover don't press the antenna (or other wire), it is easy to breakdown the wire and short-circuited.
- Pressing the timer button will activate the timer function. The fan will automatically turn fan and light (if light is on) off after 1, 4 or 8 hours.

**CAUTION:** Don't use the wall control at the same time.

**NOTE:** The battery will weaken with age and should be replaced before leaking takes place as this will damage the remote control. dispose of used battery properly and keep the battery out of the reach of children.

- 1: LED Indicator
- 2: Lights On/Off
- 3: Master Switch/Pairing Mode
- 4: Fan Off
- 5: Wind Speed
- 6: Timer
- 7: Forward/Reverse
- 8: Natural Wind
- 9: Delay Off: The fan and lamp will turn off after 5 minutes.
- 10: Anti-theft function: Every 4 hours, the fan and light will run for 15 minutes repeatedly.
- 11: Silent Mode



# Troubleshooting Guide

If you have difficulty operating your new ceiling fan it may be the result of incorrect assembly, installation, or wiring. In some cases these installation errors may be mistaken for defects. If you experience any faults please check this troubleshooting guide.

	Problem	Suggested Remedy
1	If fan does not work.	<ul style="list-style-type: none"> <li><input type="checkbox"/> Check the main and branch circuit fuses or breakers.</li> <li><input type="checkbox"/> Check the line wire connections to the fan and switch wire connections in the switch housing.</li> <li><input type="checkbox"/> Check the battery in the remote control.</li> </ul>
2	If fan sounds noisy.	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure all motor housing screws are snug.</li> <li><input type="checkbox"/> Ensure the screws that attach the fan blade bracket to the motor hub are tight.</li> <li><input type="checkbox"/> Ensure the wire nut connections are not rattling against each other or the interior wall of the switch housing.</li> <li><input type="checkbox"/> Observe whether the noise decreases after the fan has been running for 24 hours. Newly installed fans may have noise issues</li> <li><input type="checkbox"/> If you are using the Ceiling Fan light kit, ensure the screws securing the glassware are tight. Check that the light bulbs are also secure.</li> <li><input type="checkbox"/> Ensure the canopy is a short distance from the ceiling. It should not touch the ceiling.</li> <li><input type="checkbox"/> Ensure your outlet box is secure and rubber isolator pads were used between the mounting plate and outlet box.</li> </ul>
3	If fan wobbles.	<ul style="list-style-type: none"> <li><input type="checkbox"/> Check that all blades are screwed firmly into blade holders.</li> <li><input type="checkbox"/> Check that all blade holders are tightened securely to motor.</li> <li><input type="checkbox"/> Make sure that canopy and mounting bracket are tightened securely to ceiling junction box and junction box is mounted firmly to ceiling joist.</li> <li><input type="checkbox"/> Most fan wobble 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 keeping measure within 1/8 in. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. If all blade levels are not equal you can adjust blade levels by the following procedure. To adjust a blade tip down insert a washer(not supplied)between the blade and blade holder at the screw closest to the motor. To adjust a blade tip up insert washer(not supplied)between the blade and blade holder at the two screws farthest from the motor.</li> <li><input type="checkbox"/> If blade wobble is still noticeable interchanging two adjacent (side by side)blades can redistribute the weight and possibly result in smoother operation.</li> </ul>
4	If light does not work.	<ul style="list-style-type: none"> <li><input type="checkbox"/> Check blue wire from fan to make sure it is connected to hot wire from the house.</li> <li><input type="checkbox"/> Check for loose or disconnected wires in fan switch housing.</li> <li><input type="checkbox"/> Check for loose or disconnected wires in light kit.</li> <li><input type="checkbox"/> Check for faulty light bulbs. CAUTION: Make sure main power is turned off before entering switch housing.</li> <li><input type="checkbox"/> If the fan light shuts off shortly after being switched on it may be due to excessive current demand. Turn off power to the fan and replace the light bulbs with lower wattage bulbs. Turn on power to the fan using the pull chain, wall switch, or remote control (whichever is installed on the particular fan).</li> </ul>



# Balancing Kit

The Balancing kit should only be used if there is an unacceptable amount of fan wobble after completing all the steps in your Owners Manual under “Attaching The Fan Blades.”

1. Turn the fan on and set the speed control setting to a speed at which the wobbles is the greatest.
2. Turn off the fan and allow it to come to a complete stop. Select one blade and place the balance clip on it, halfway between the blade holder and the blade tip on the trailing edge of blade.
3. Turn the fan on. Note whether the wobble has increased or decreased. Turn the fan off, move the clip to another blade, and retest. Repeat this procedure on all blades noting the blade on which the greatest improvement is achieved.
4. Move the clip back to the blade that showed the greatest improvement. Move the clip inward and outward on this blade and operate the fan to find the position where the clip gives the greatest improvement.
5. Remove the clip and install a balancing weight to the top of blade along the center line near the point where the clip was positioned.
6. If the fan wobble problem has not been corrected you can try to improve the balancing further by using the balancing clip and additional weights.

