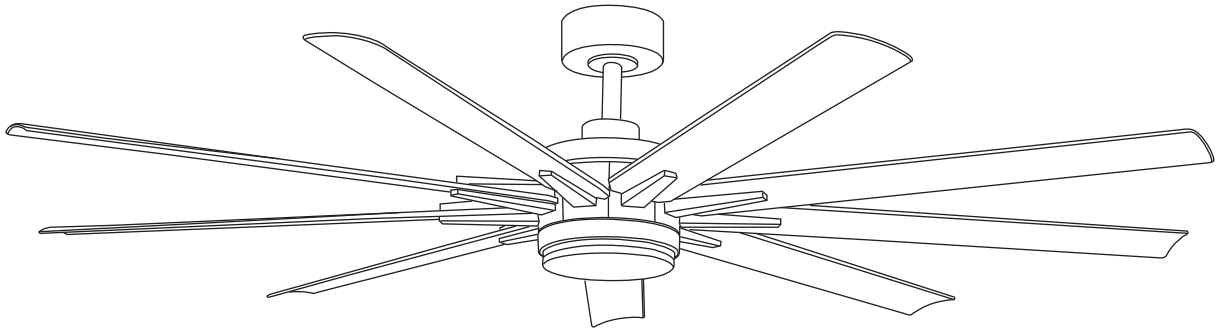
INSTALLATION & USER MANUAL

CEILING FAN WITH LIGHT



ITEM# 29032

Customer Service:support@ceilingfanhelp.com

Table of Contents

Table of Contents.....2
Safety Information.....2
Dimension Reference.....3
Hardware Included.....3
Fan Parts Included.....3
Exploded View.....4
Installation Instructions..... 5-12
Troubleshooting Guide.....13
Balancing Kit 14

Safety Information

READ AND SAVE THESE INSTRUCTIONS.

1. To reduce the risk of electric shock, ensure the power is turned off at the circuit breaker or fuse box before installation.

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. Make sure the outlet box and its support structure are securely mounted and rated to safely support a fan weighing up to 35 lbs (15.9 kg). Use only UL-listed outlet boxes that are clearly marked “Acceptable for Fan Support of 35 lbs (15.9 kg) or less.” If you are unsure about safety or compatibility, please consult a qualified electrician.

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, soft cloth.

6. After making electrical connections, spliced conductors should be turned upward and carefully pushed 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 set screws must be checked and retightened where necessary before installation.

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

WARNING: To reduce the risk of personal injury, do not bend the blade brackets during installation, blade balancing, or fan cleaning.

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 fan should not be installed with an isolating wall control or switch, as it may cause incompatibility issues.

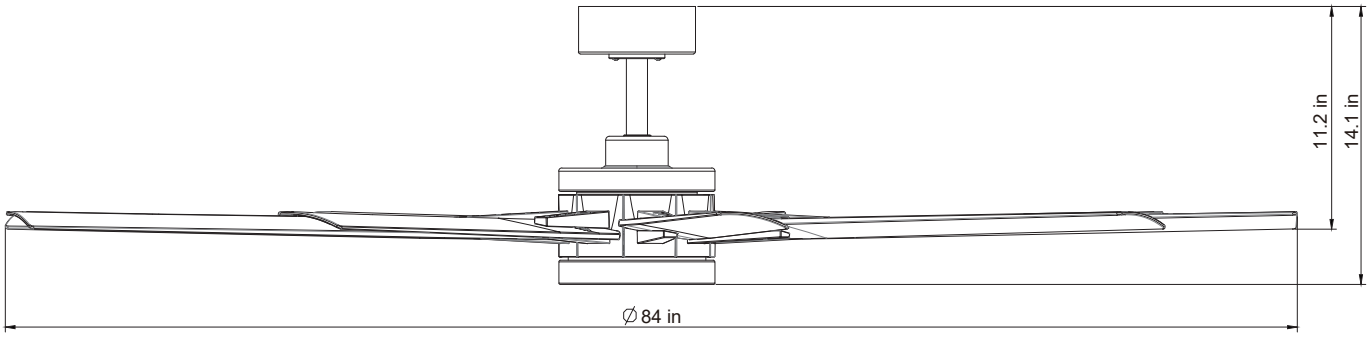
CAUTION: To reduce the risk of personal injury, use only the screws provided with the outlet box.

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

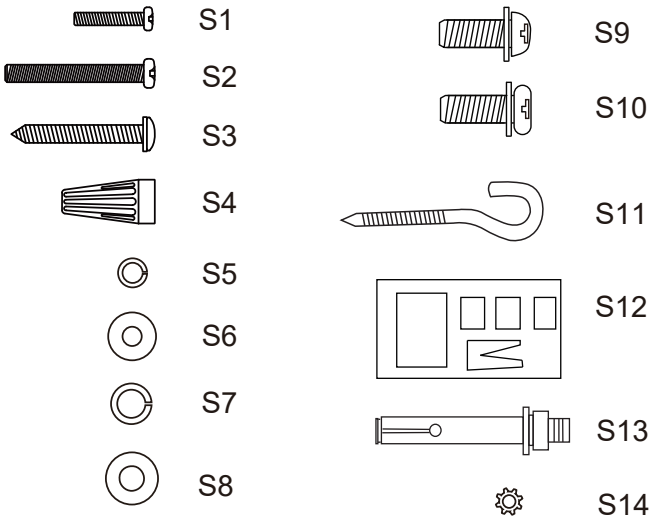
CAUTION: The fan must be mounted with a minimum of 7 ft (2.1 m) clearance from the trailing edge of the blades to the floor.

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

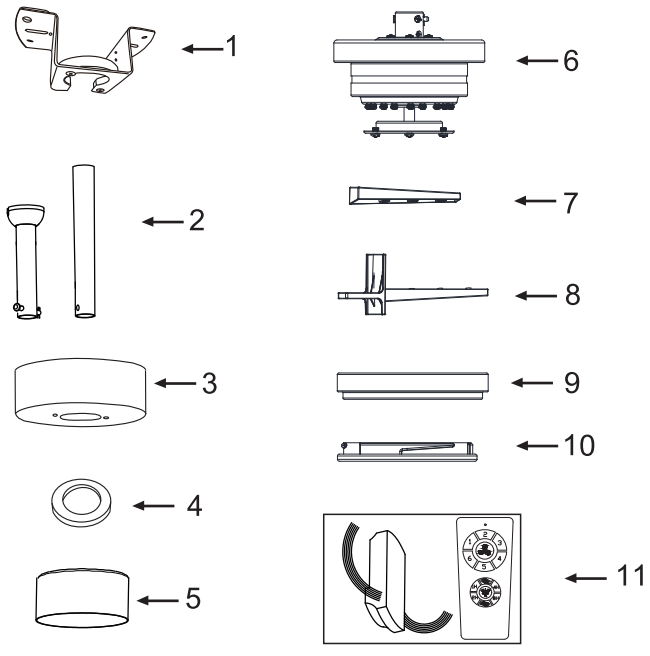


Hardware Included

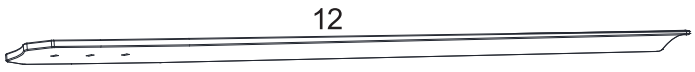


Hardware Package	Quantity
S1. Machine Screw	2
S2. Machine Screw	2
S3. Wood Screw	4
S4. Wire Nut	4
S5. Lock Washer	4
S6. Washer	4
S7. Lock Washer	4
S8. Washer	4
S9. Blade Screw	28
S10. Screw	19
S11. J-hook	1
S12. Balance Kit	1
S13. Expansion Screw	2
S14. Star Washer	2

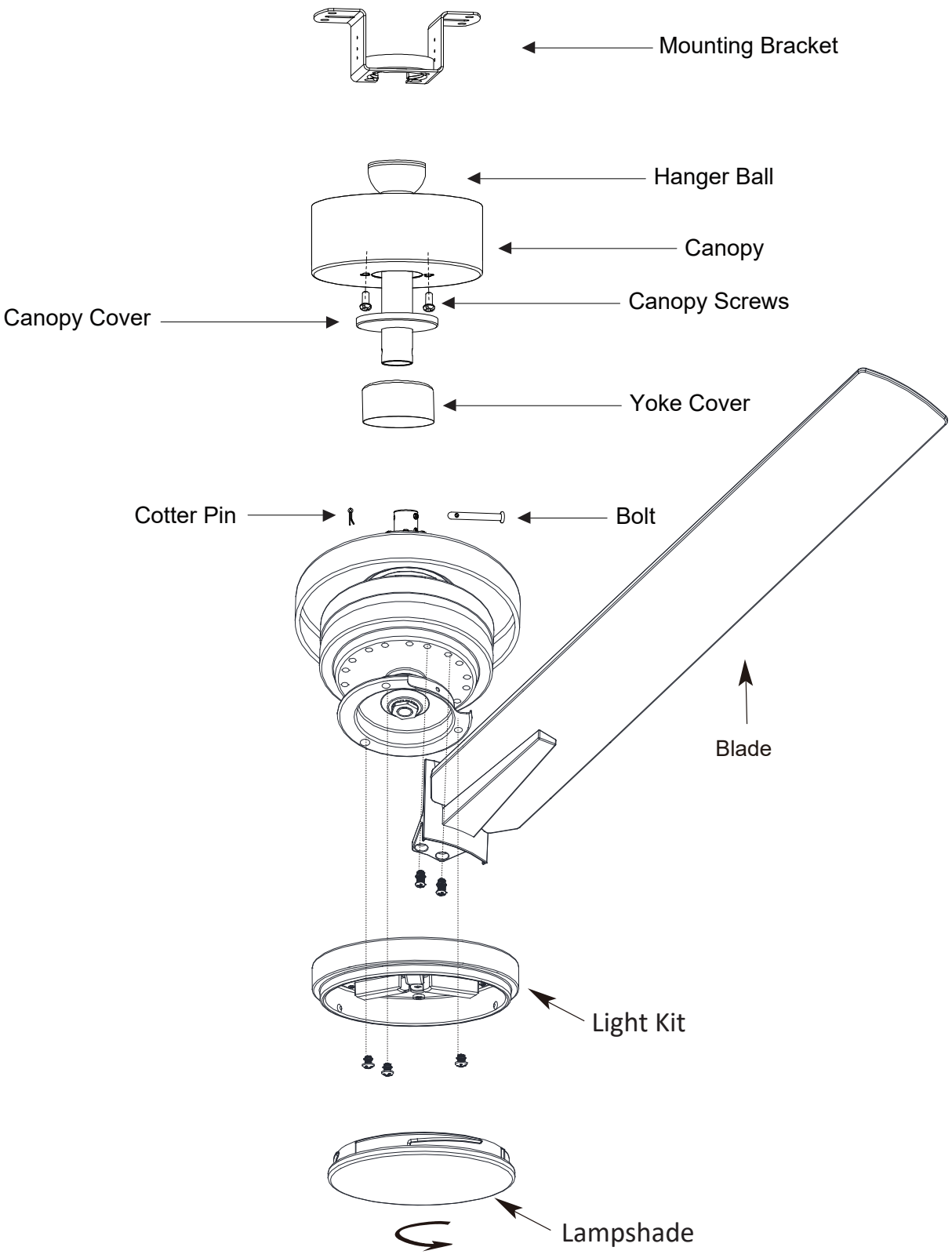
Fan Parts Included



Item Name	Quantity
1. Mounting Bracket	1
2. Downrod	2
3. Canopy	1
4. Canopy Cover	1
5. Yoke Cover	1
6. Motor Assembly	1
7. Blade Bracket Cover	9
8. Blade Bracket	9
9. Light Kit	1
10. Lampshade	1
11. Remote Control(Batteries not included)	1
12. Blade	9



Exploded View

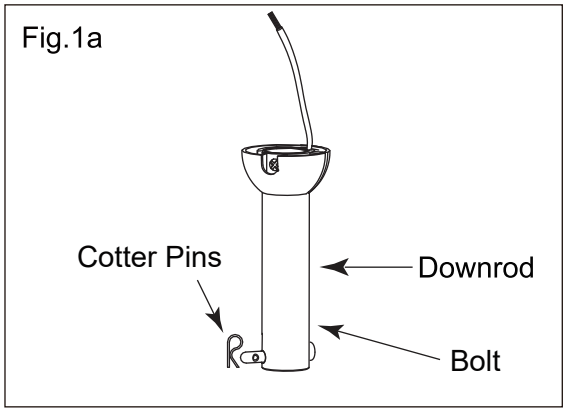


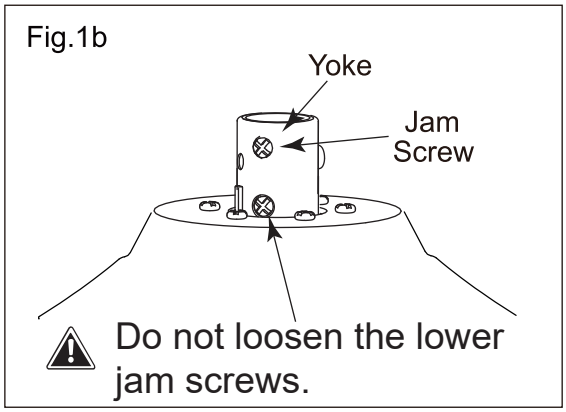
Installation Instructions

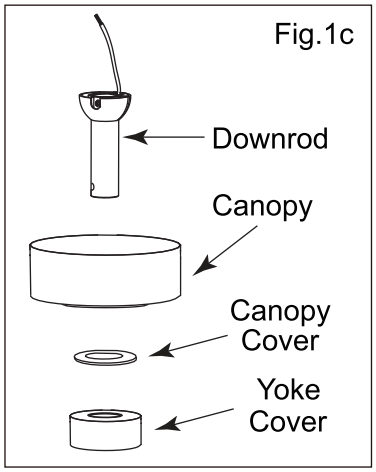
Step1 MOUNTING

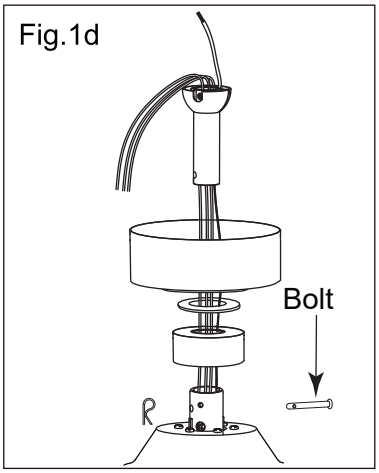
- Remove the fan motor housing.
- Remove the cotter pin and bolt from the downrod.
- Loosen the jam screw in the yoke until it is flush with the inside surface of the yoke.
- Remove the downrod, canopy, and yoke cover.
- Place the downrod inside the canopy and yoke cover.
- Route the wires exiting from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

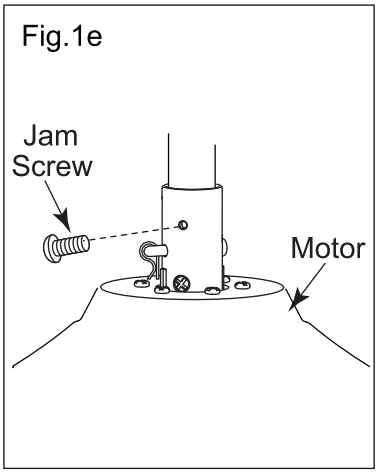
CAUTION: To ensure wobble-free operation and to aviod damage to the fan, the downrod and the set screws must be completely tighened.











WARNING: Do not loosen the lower jam screws under any circumstances.

Installation Instructions

Step2 MOUNTING BLADE BRACKETS TO BLADES

- Take out hardware package.
- Place blade bracket screw through blade bracket cover and blade.
- Align with corresponding hole in blade bracket.
- Repeat with (2) remaining screws and tighten.

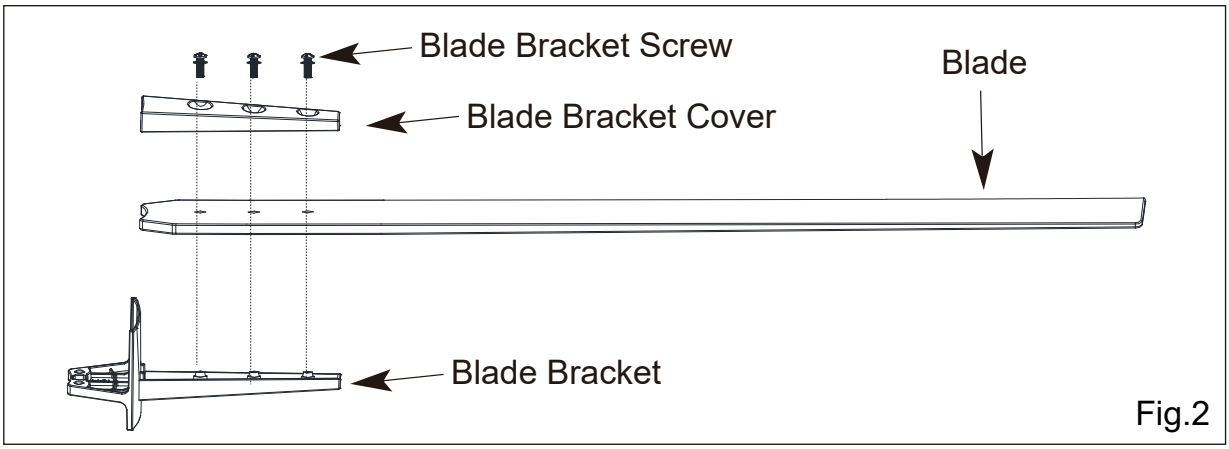


Fig.2

Step3 MOUNTING BLADES TO MOTOR

- Insert the blade assembly into the fan as shown.
- Tighten the blade assembly to motor with the screw and lock washer as shown.
- After installation, gently turn the blade to ensure it is secure, then repeat the same step for the remaining blades.

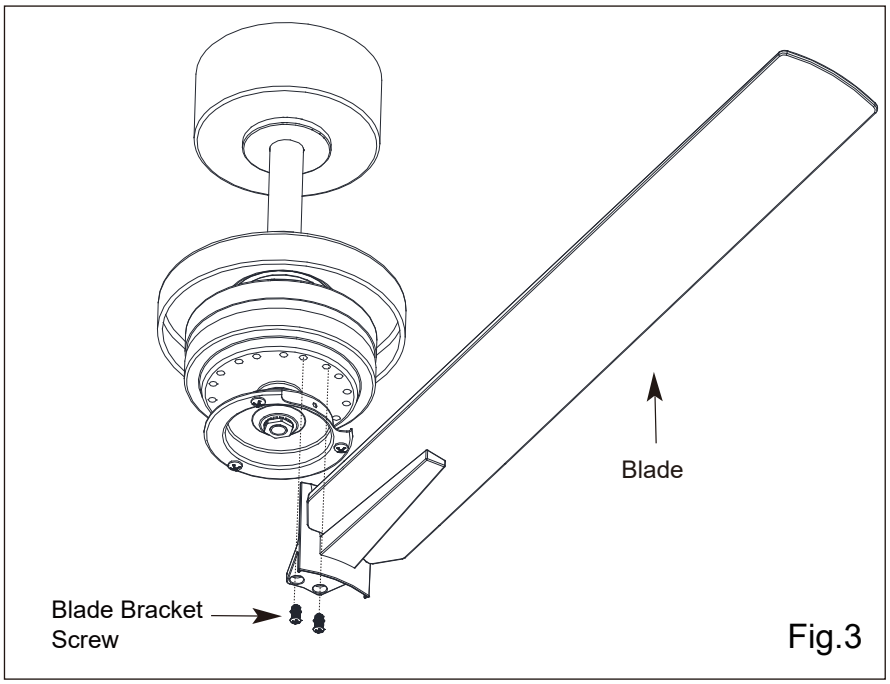


Fig.3

Installation Instructions

Step4 INSTALL 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.
- Install J-Hook through centre of outlet box and into the wooden joist.
- Secure mounting bracket and rubber gaskets to metal outlet box.
- Hang the safety cable onto the J-hook.

Fig.2a

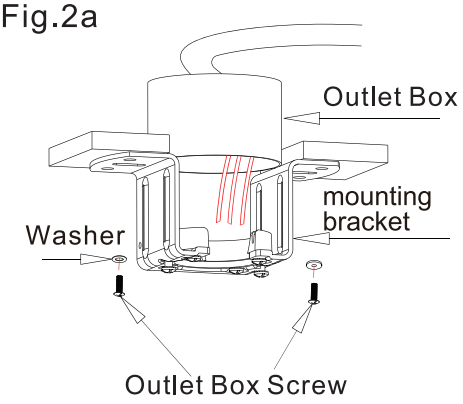


Fig.2b

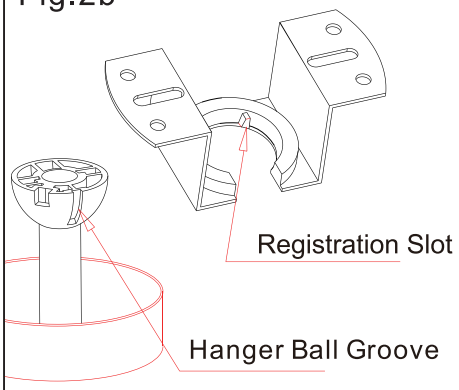
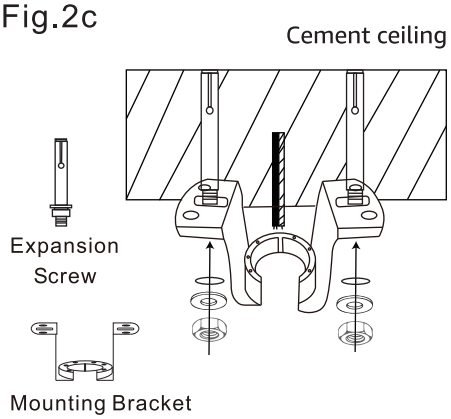


Fig.2c



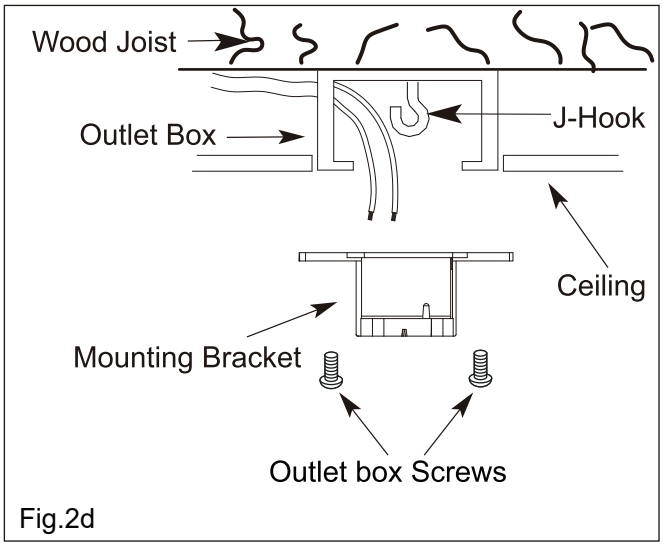


Fig.2d

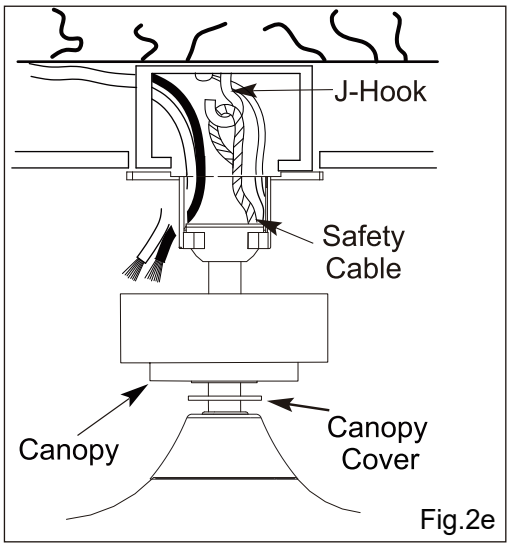


Fig.2e

Installation Instructions

Step5 ELECTRICAL HOOK-UP

A.Use wire connectors to connect household supply and receiver wires according to the diagram and the following steps:

Insert the terminals on the controller's connecting wire properly

- Connect the green wire from the downrod and mounting bracket to the Bare/Green (ground) supply wire.
- Insert the terminals of the light kit into the terminals of the receiver.
  Insert the terminals of the Motor into the terminals of the receiver.
- Connect the Black wire with the Black label to the Black (live) supply wire.
- Connect the White wire with the White label to the White (neutral) supply wire.

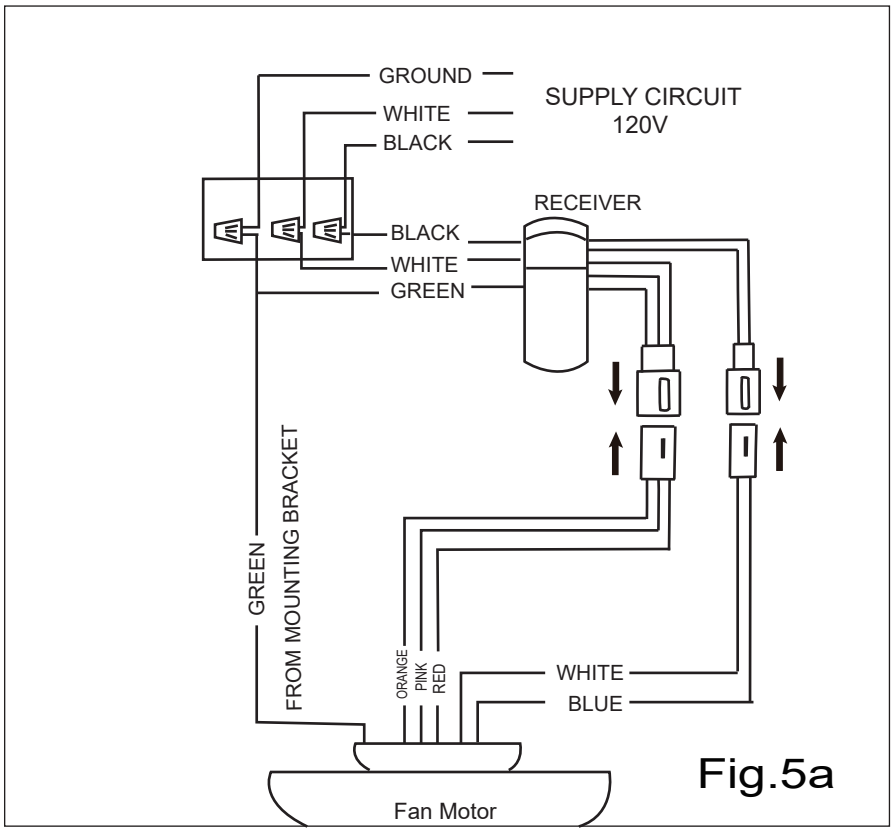


Fig.5a

Installation Instructions

NOTE: Once the ground wires are connected, carefully tuck all wires and wire nuts into the metal box. Ensure that the wires are clear of the hemisphere and downrod when positioned in the mounting bracket.

B. Push all connected wires up into ceiling box.

- Position the receiver into the mounting bracket as shown in the diagram.
- When installing the canopy, ensure the antenna is not pressed by the canopy.

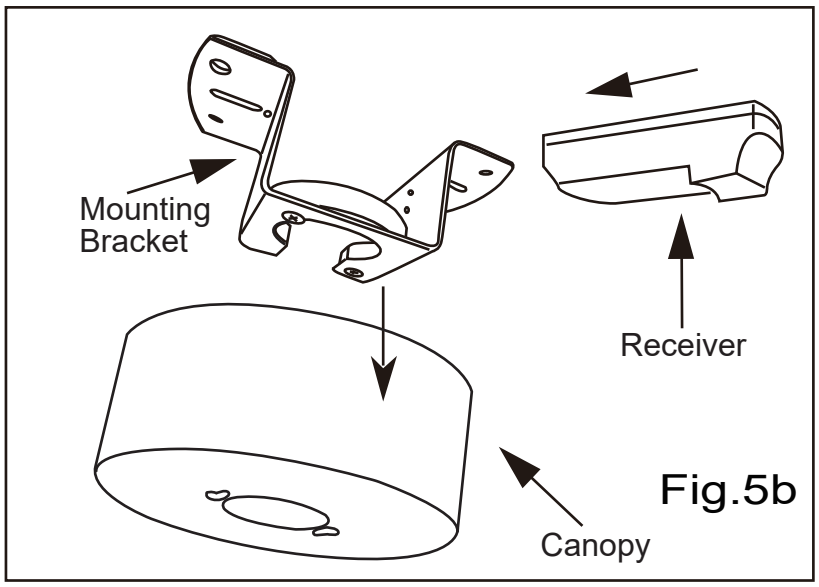


Fig.5b

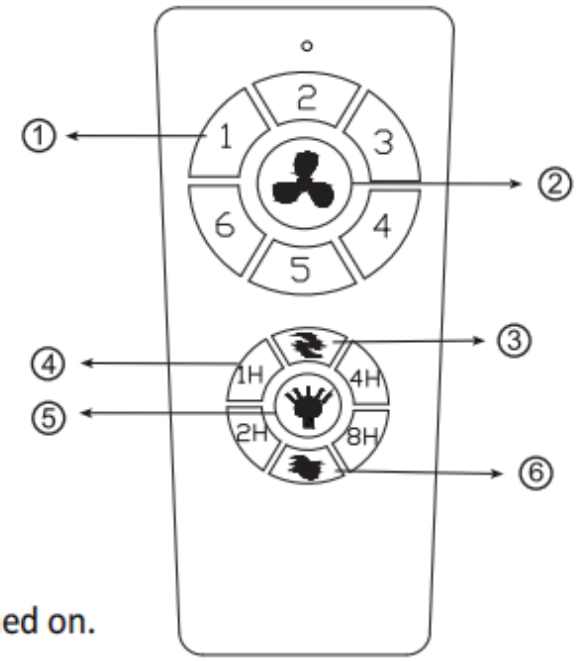
Installation Instructions

C. FUNCTION INSTRUCTION OF EMITTER

- Learning code and matching mode is used between emitter and receiver.
- Open battery cover on the hand-held remote and install battery, a pair of AAA batteries(1.5V) that are not included.
- If the emitter can not control the fan, learning code matching mode is used between emitter and receiver.
- Turn "ON" the supply power within 10 seconds and press the emitter's "" button for 5 seconds, it can load normally after hearing a long sound "bee", which means learning successfully and it can work normally.
- 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.
- 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.
- Please take out the battery from the emitter when leaving unused for long time.

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.

① Speed Control
② FAN ON/OFF
③ FAN Forward/Reverse
④ Timer
⑤ Light ON/OFF(Matching Code)
Color Temperature Change
⑥ Natural wind



Light Memory Function:

1.The default light color when the ceiling fan is turned on.

2.The light will lock in a specific color temperature after turning off the light for 1 minute.

3.The color temperature will be the same as the last time when turning on the light next time.

NOTICE: If you turn it on and off immediately, it will change color.

Installation Instructions

Step6 ENGAGE HEMISPHERE

- Carefully rotate the fan assembly until the groove in the hemisphere locks onto the tab of the canopy assembly.

- Loosen (but do not remove) the two screws on the mounting bracket. Slide the canopy up to the mounting bracket and place the keyhole on the canopy over the screw on the mounting bracket. Turn the canopy until it locks into place in the narrow section of the keyholes.

- Align the holes on the canopy with the mounting bracket and secure them with the two sets of screws until snug.

WARNING: Failure to properly seat the tab in the groove could cause damage to electrical wires and result in an electric shock or fire hazard.

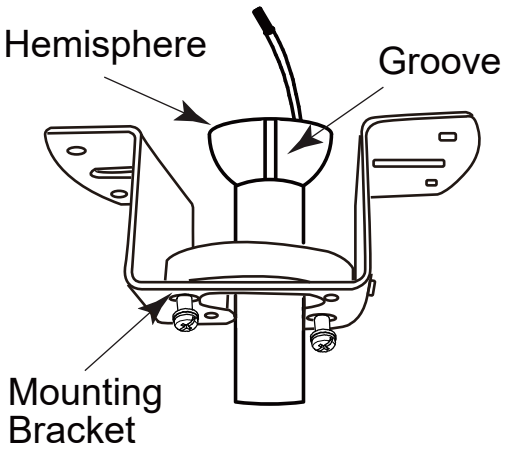


Fig.7a

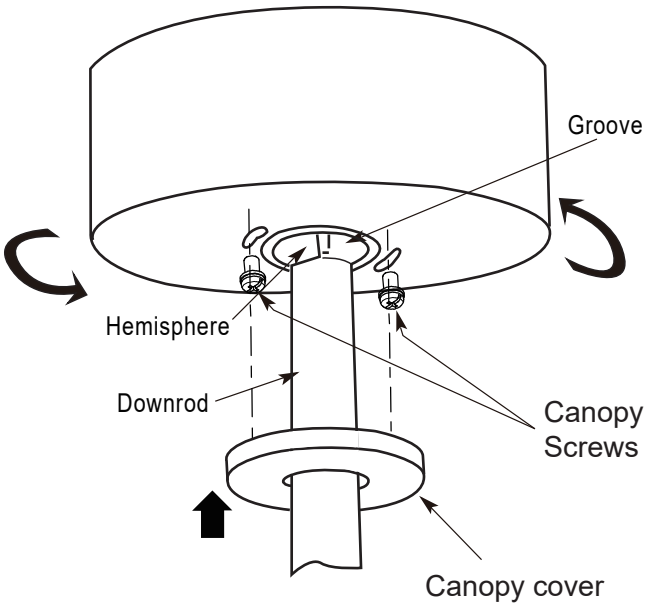


Fig.7b

NOTE: When installing the fan on a sloped ceiling, make sure the tab on the hanger bracket faces toward the top of the slope. Depending on the slope, a longer downrod may be required to prevent the fan blades from hitting the ceiling.

Installation Instructions

Step7 LIGHT KIT

WARNING: BE SURE TO TURN OFF POWER BEFORE INSTALLING.

- Remove light kit screws and washers.
- Connect polarized connectors of light kit to corresponding connectors found in switch housing.

WARNING: BE SURE TO TURN OFF POWER BEFORE INSTALLING

- Carefully tuck electrical wires back into switch housing, align light kit with switch housing and secure with three light kit screws and washers.
- Screw the lampshade to the light kit.

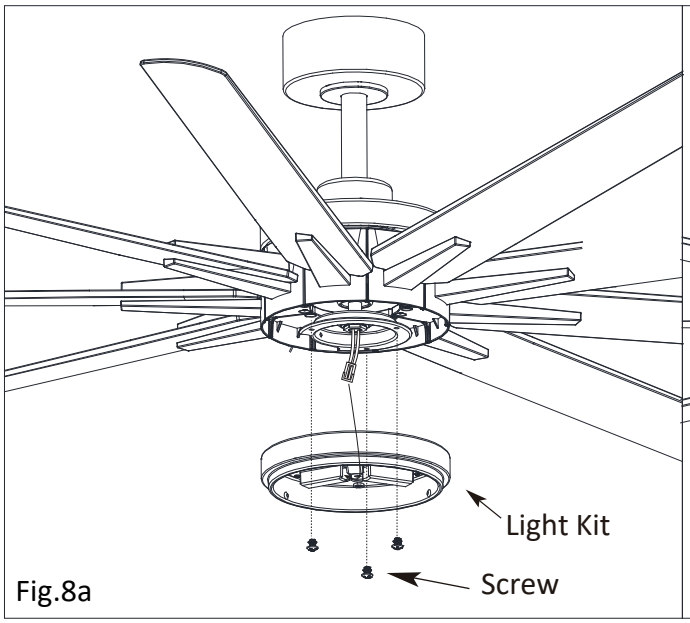


Fig.8a

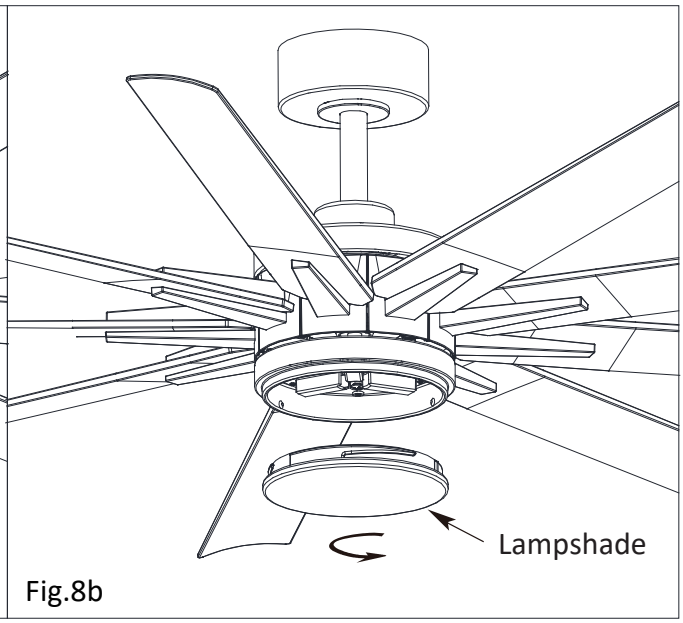


Fig.8b

WARNING

Check all connections, set screws, and screws to ensure they are securely tightened before proceeding to the next step.

Maintenance Reminder

- Before cleaning, turn off the power and wait for the fixture to cool.
- Use a clean, soft cloth to wipe the fixture.

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 faults please check this troubleshooting guide.

	Problem	Suggested Remedy
1	If fan does not work.	□ Check the main and branch circuit fuses or breakers. □ Check the line wire connections to the fan and switch wire connections in the switch housing. □ Check the battery in the remote control. □ Ensure you are in the normal range of 10-20 feet.
2	If fan sounds noisy.	□ Ensure all motor housing screws are snug. □ Ensure the screws that attach the fan blade bracket to the motor hub are tight. □ Ensure the wire nut connections are not rattling against each other or the interior wall of the switch housing. □ Observe whether the noise decreases after the fan has been running for 24 hours. Newly installed fans may have noise issues. □ 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. □ Ensure the canopy is a short distance from the ceiling. It should not touch the ceiling. □ Ensure the outlet box is securely installed and that rubber isolation pads are used between the mounting plate and the outlet box.
3	If fan wobbles.	□ Check that all blades are screwed firmly into blade holders. □ Check that all blade holders are tightened securely to motor. □ Make sure that canopy and mounting bracket are tightened securely to ceiling junction box and junction box is mounted firmly to ceiling joist. □ 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. □ If blade wobble is still noticeable interchanging two adjacent (side by side)blades can redistribute the weight and possibly result in smoother operation.
4	If light does not work.	□ Check blue wire from fan to make sure it is connected to hot wire from the house. □ Check for loose or disconnected wires in fan switch housing. □ Check for loose or disconnected wires in light kit. □ Check for faulty light bulbs.CAUTION:Make sure main power is turned off before entering switch housing. □ 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).

Balancing Kit

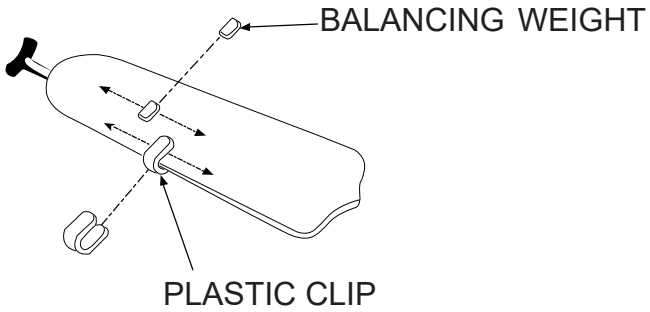
The Balancing kit should only be used if there is an unacceptable amount of fan wobble after completing all the steps in your Owner's Manual under "Attaching The Fan Blades."

1. Turn on the fan 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 on the fan. Note whether the wobble has increased or decreased. Turn off the fan, 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.