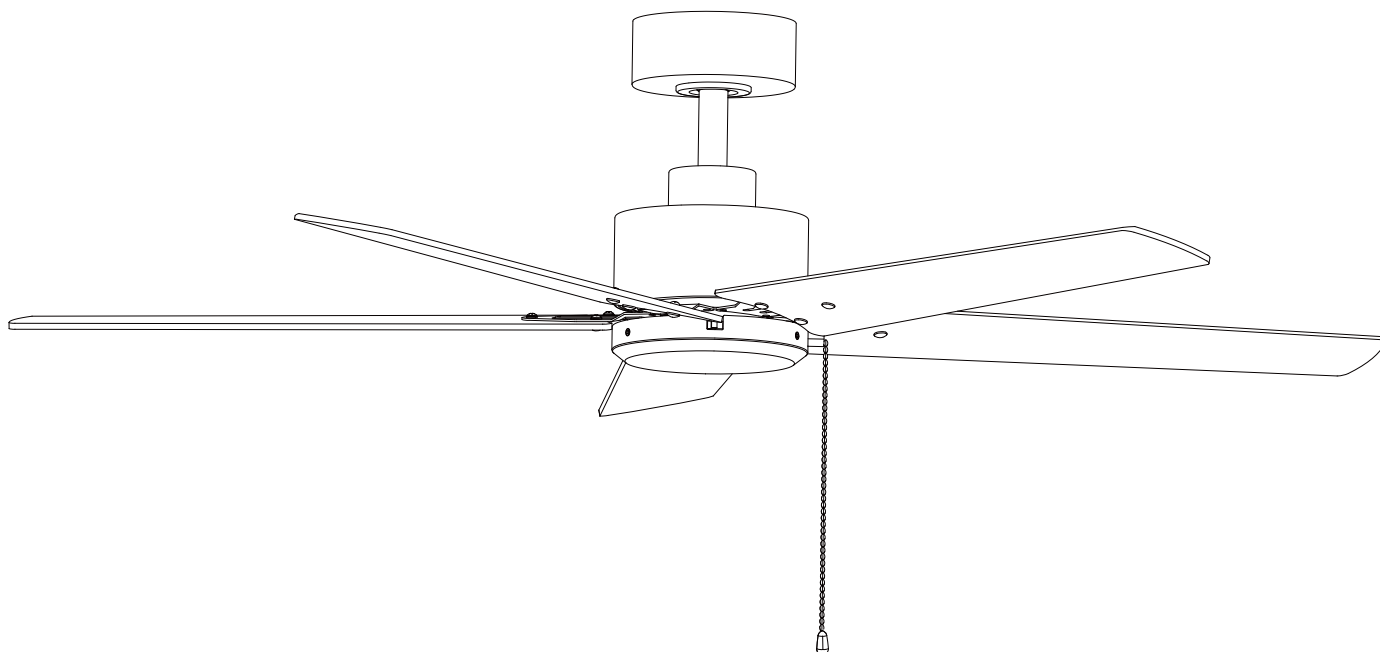


# INSTALLATION & USER MANUAL

## CEILING FAN WITH LIGHT



**WARNING:** In order to avoid the risk of dropping, this product is only installed on concrete ceilings or strong wood, Not allowed to install in outlet box!

**Item#24047-NL**

CustomerService:support@ceilingfanhelp.com

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## 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. 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 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 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. It will permanently damage the electronic circuitry.



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



**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 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 of fan.

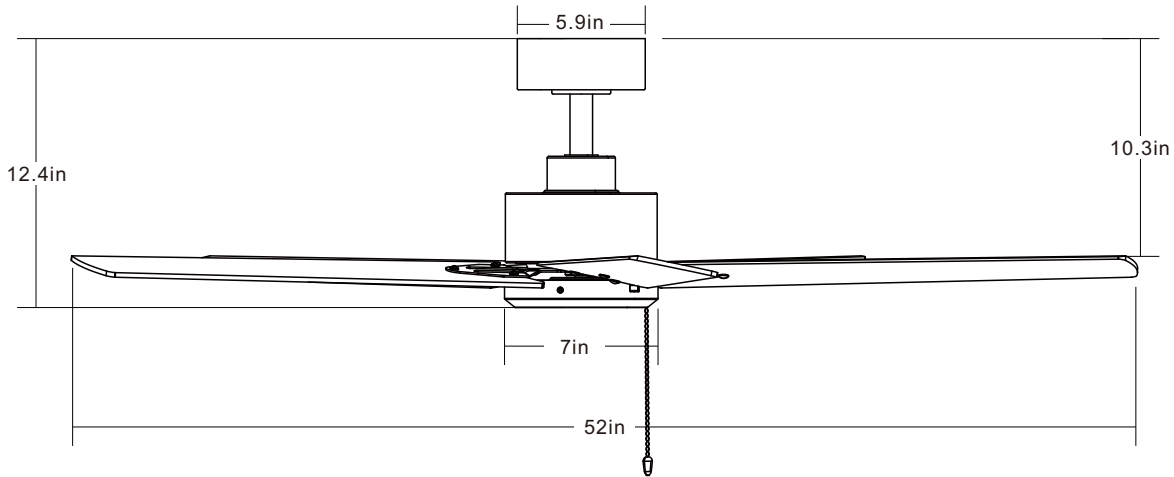


**CAUTION:** The fan must be mounted with a minimum of 7ft(2.1m) clearance from the trailing edge of the blades to the floor.

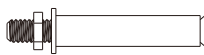
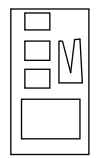
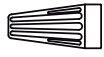


**CAUTION:** Changes or modifications not expressly approved by the party responsible for compliance could avoid the user's authority to operate the equipment.

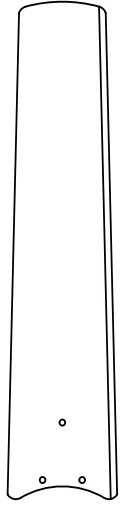
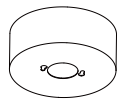
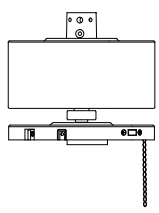
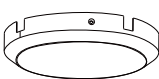
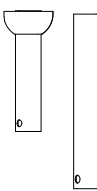
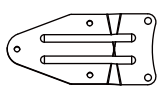
## Dimension Reference



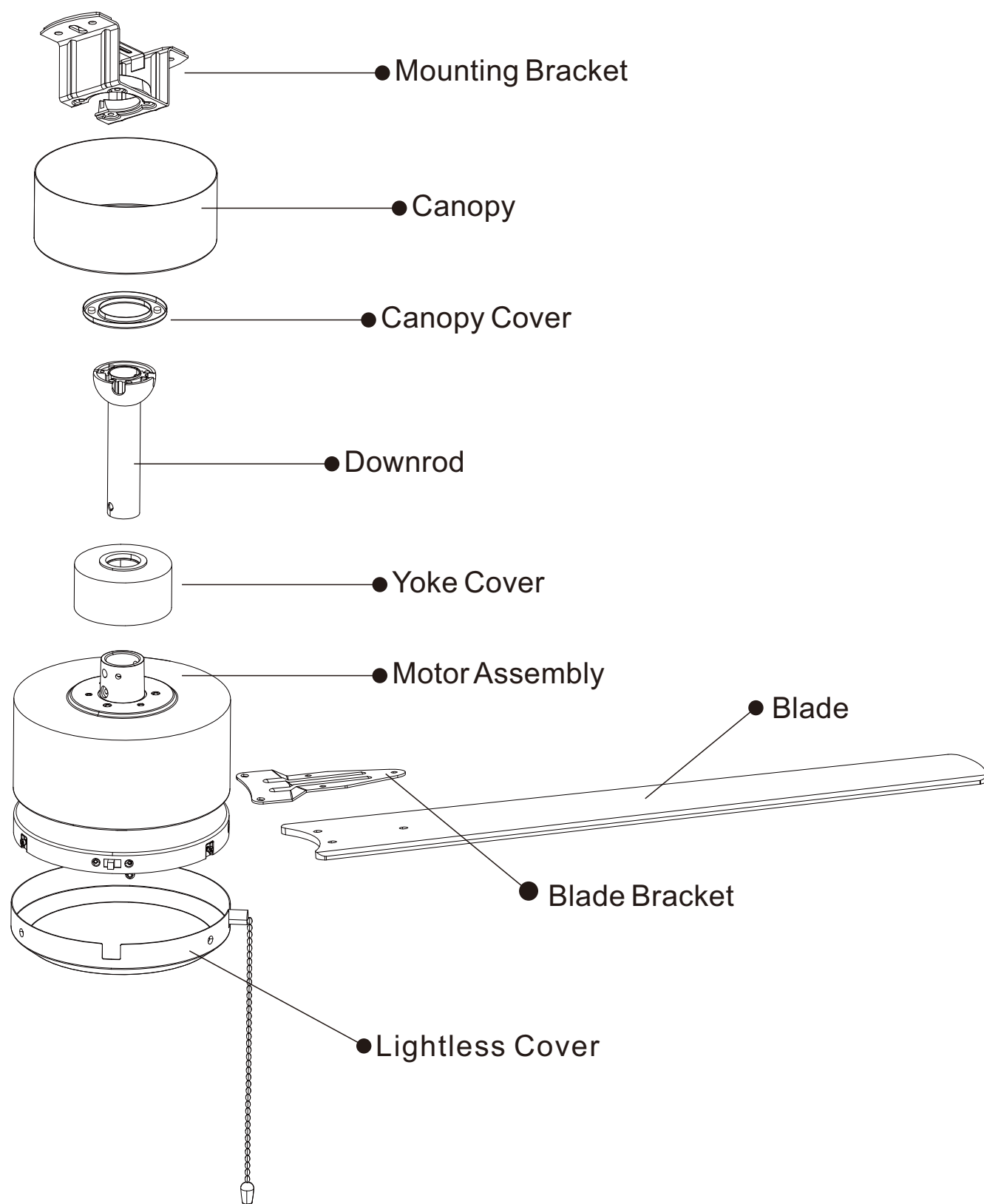
## Hardware Included

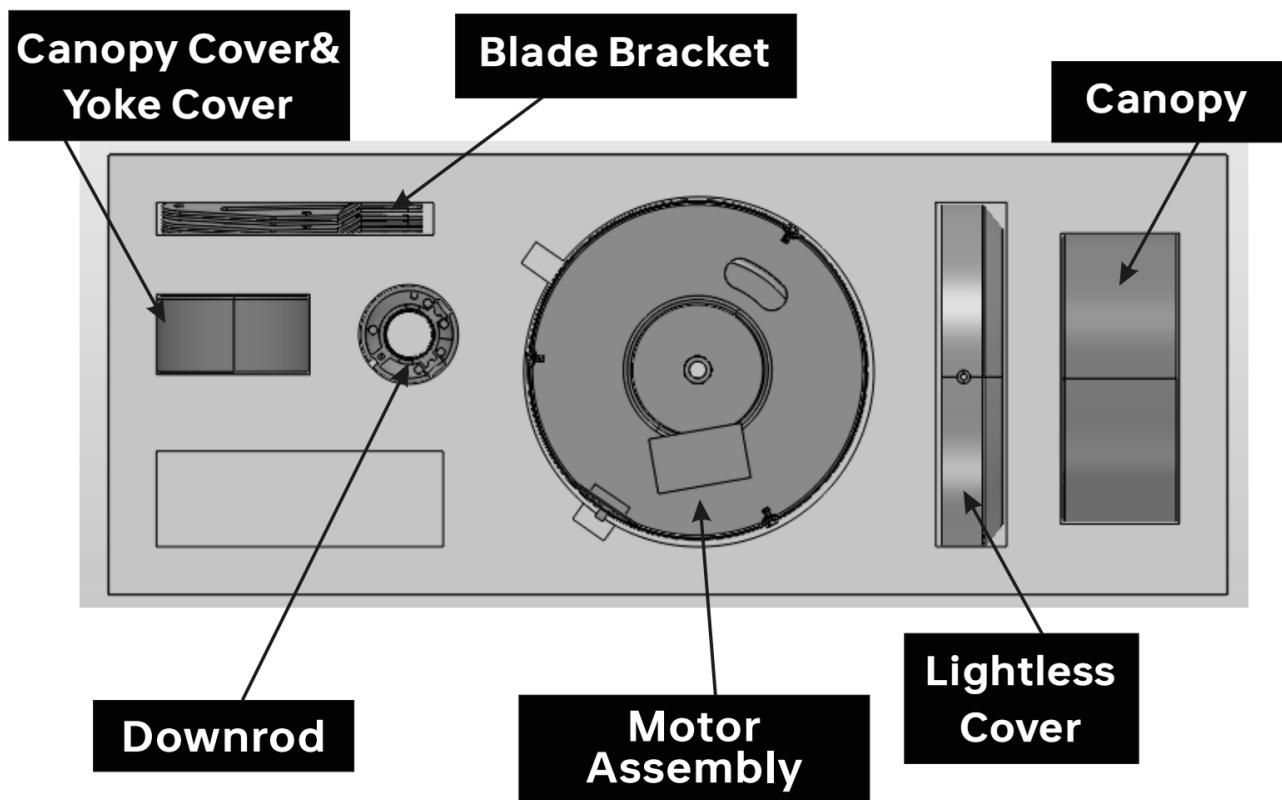
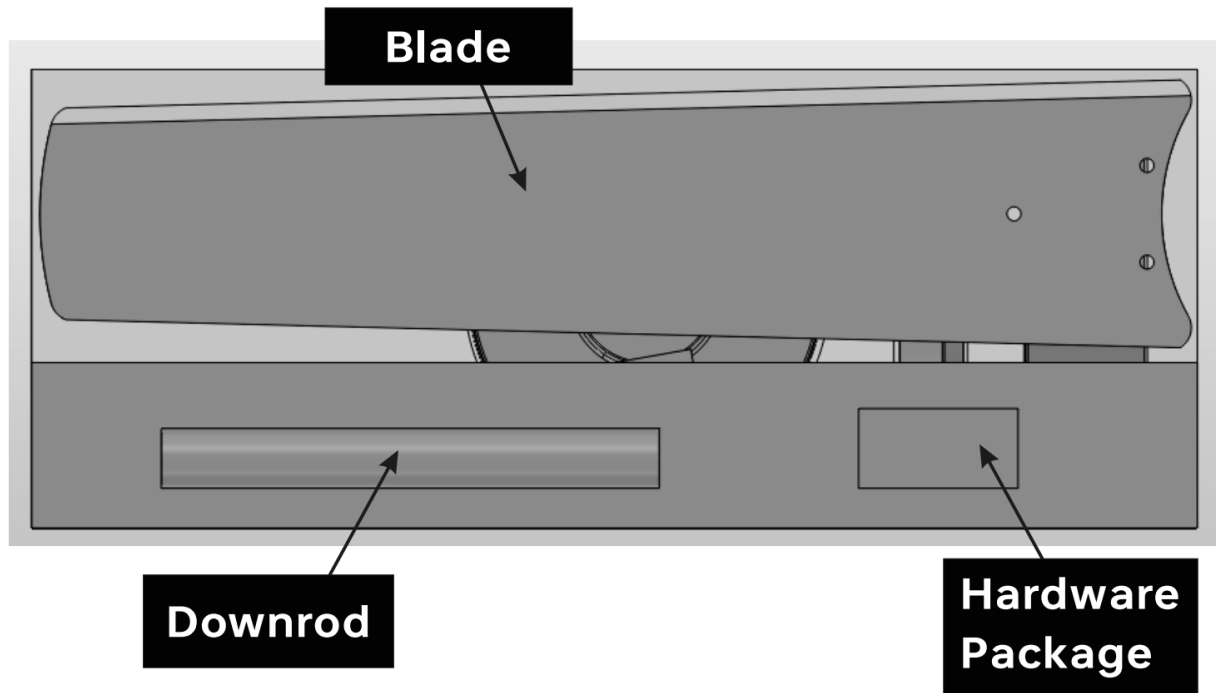
|                                                                                     |    |                                                                                     |     |                                                                                     |     |                          |                 |
|-------------------------------------------------------------------------------------|----|-------------------------------------------------------------------------------------|-----|-------------------------------------------------------------------------------------|-----|--------------------------|-----------------|
|     | S1 |    | S6  |    | S11 | <b>Hardware Package</b>  | <b>Quantity</b> |
|    | S2 |    | S7  |   | S12 | S1.Expansion Screw       | 2               |
|   | S3 |   | S8  |  | S13 | S2.Machine Screw         | 2               |
|  | S4 |  | S9  |                                                                                     |     | S3.Machine Screw         | 2               |
|  | S5 |  | S10 |                                                                                     |     | S4.Wood Screw            | 2               |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S5.Wire Nut              | 4               |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S6.Lock Washer           | 4               |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S7.Washer                | 4               |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S8.Paper Gasket          | 16              |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S9.Motor Screw           | 11              |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S10.Blade Screw          | 16              |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S11.Mushroom Screw Nut   | 16              |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S12.Pull Chain With Knob | 1               |
|                                                                                     |    |                                                                                     |     |                                                                                     |     | S13.Balance Kit          | 1               |

## Fan Parts Included

|                                                                                     |   |                                                                                     |   |                                                                                     |   |                    |                 |
|-------------------------------------------------------------------------------------|---|-------------------------------------------------------------------------------------|---|-------------------------------------------------------------------------------------|---|--------------------|-----------------|
|   | 1 |  | 5 |  | 9 | <b>Item Name</b>   | <b>Quantity</b> |
|   | 2 |  | 6 |                                                                                     |   | 1.Mounting Bracket | 1               |
|  | 3 |  | 7 |                                                                                     |   | 2.Canopy           | 1               |
|  | 4 |  | 8 |                                                                                     |   | 3.Canopy Cover     | 1               |
|                                                                                     |   |                                                                                     |   |                                                                                     |   | 4.Downrod          | 2               |
|                                                                                     |   |                                                                                     |   |                                                                                     |   | 5.Yoke Cover       | 1               |
|                                                                                     |   |                                                                                     |   |                                                                                     |   | 6.Motor Assembly   | 1               |
|                                                                                     |   |                                                                                     |   |                                                                                     |   | 7.Lightless Cover  | 1               |
|                                                                                     |   |                                                                                     |   |                                                                                     |   | 8.Blade Bracket    | 5               |
|                                                                                     |   |                                                                                     |   |                                                                                     |   | 9.Blade            | 5               |

## Exploded View



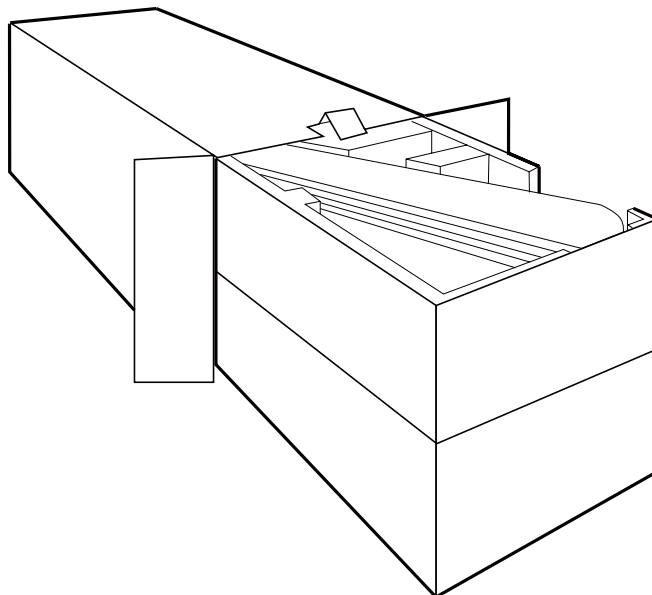


# Installation Instructions

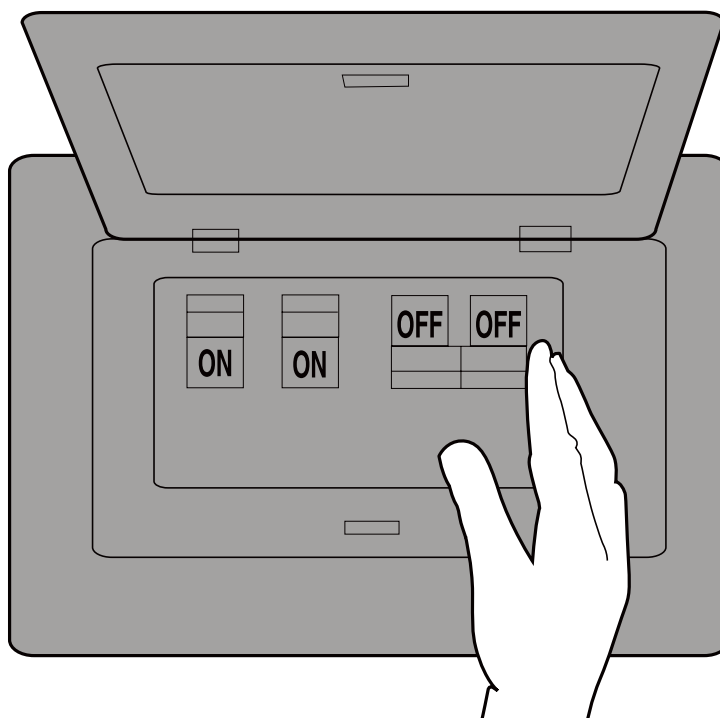
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## Step1 PREPARING FOR INSTALLATION

- Unpack the carton and inspect the fan carefully to be sure all contents are included.
- Please keep all screws, washers, and small parts in a safe place to prevent loss. Turn off the power at the circuit breaker or fuse box to prevent electrical shock.



- Turn off power at fuse box to avoid possible electrical shock.

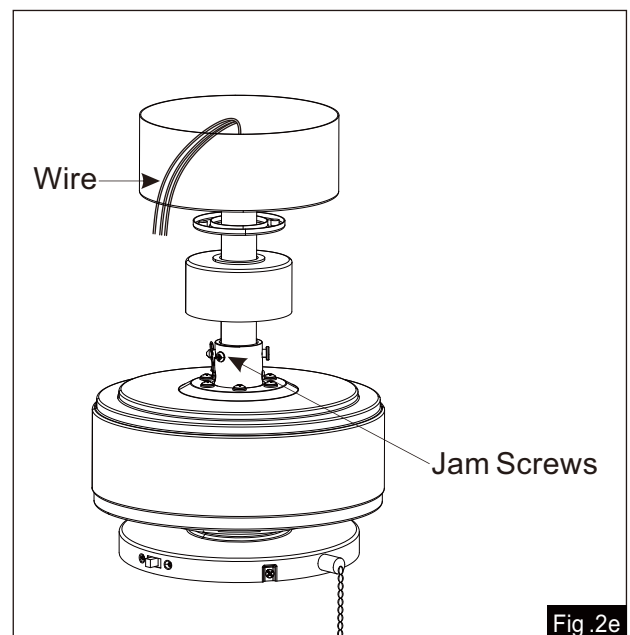
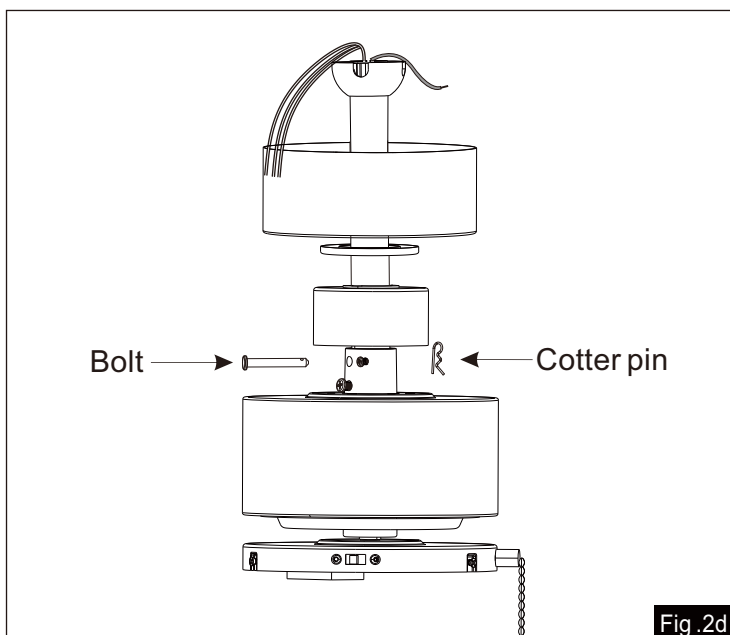
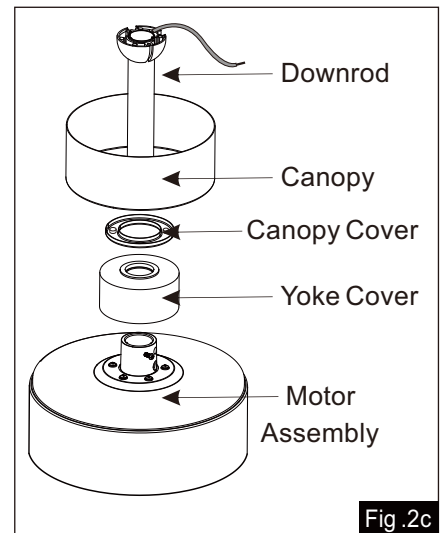
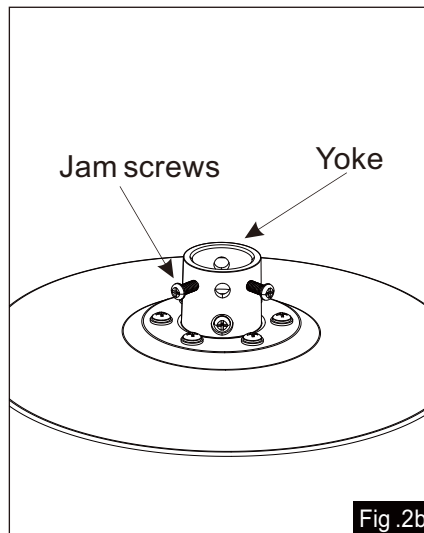
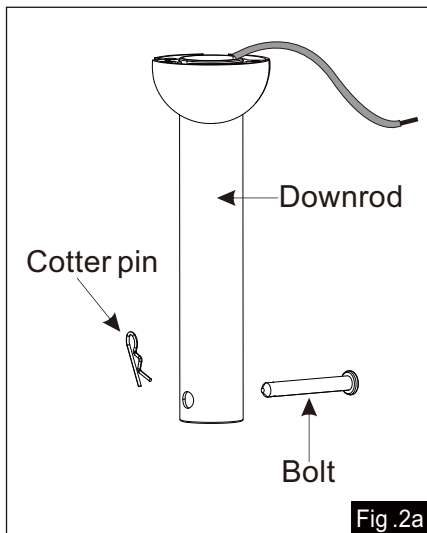


# Installation Instructions

## Step2 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 stability and prevent damage, fully tighten the downrod and set screws.  
**WARNING:** Do not loosen the lower jam screws under any circumstances



# Installation Instructions

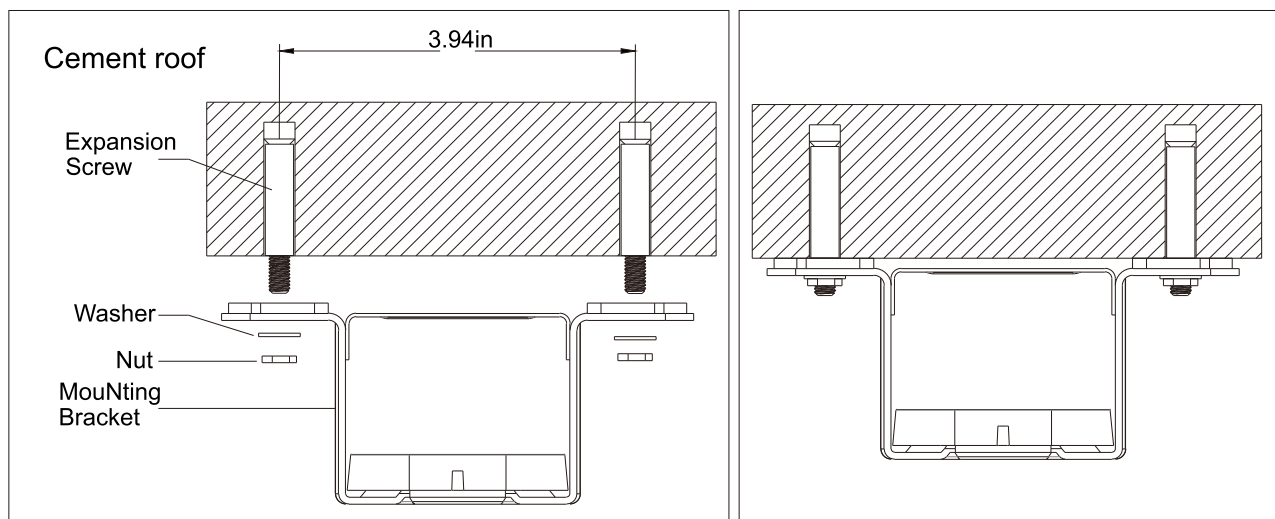
## Step3 INSTALL MOUNTING BRACKET

If it is installed on the cement top and don't have outlet box, please use two expansion screw.

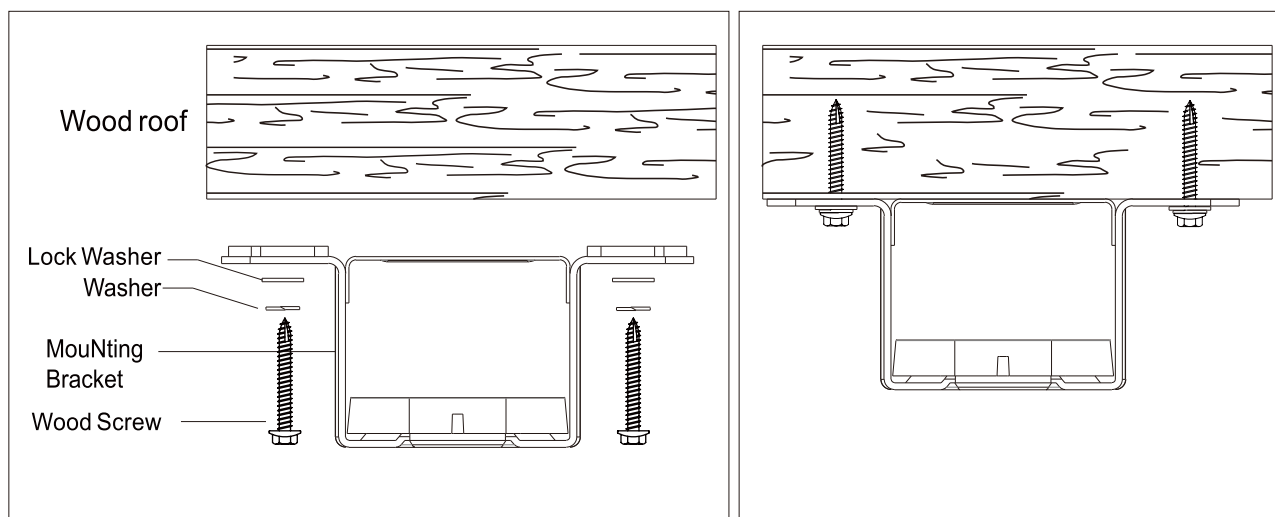
Use an impact drill to drill two Ø8 mm holes spaced approximately 100 mm apart.

Fully insert the expansion screw sleeves into the holes, then remove the washers and nuts.

Attach the mounting bracket, place the washers, and tighten the nuts using a wrench.



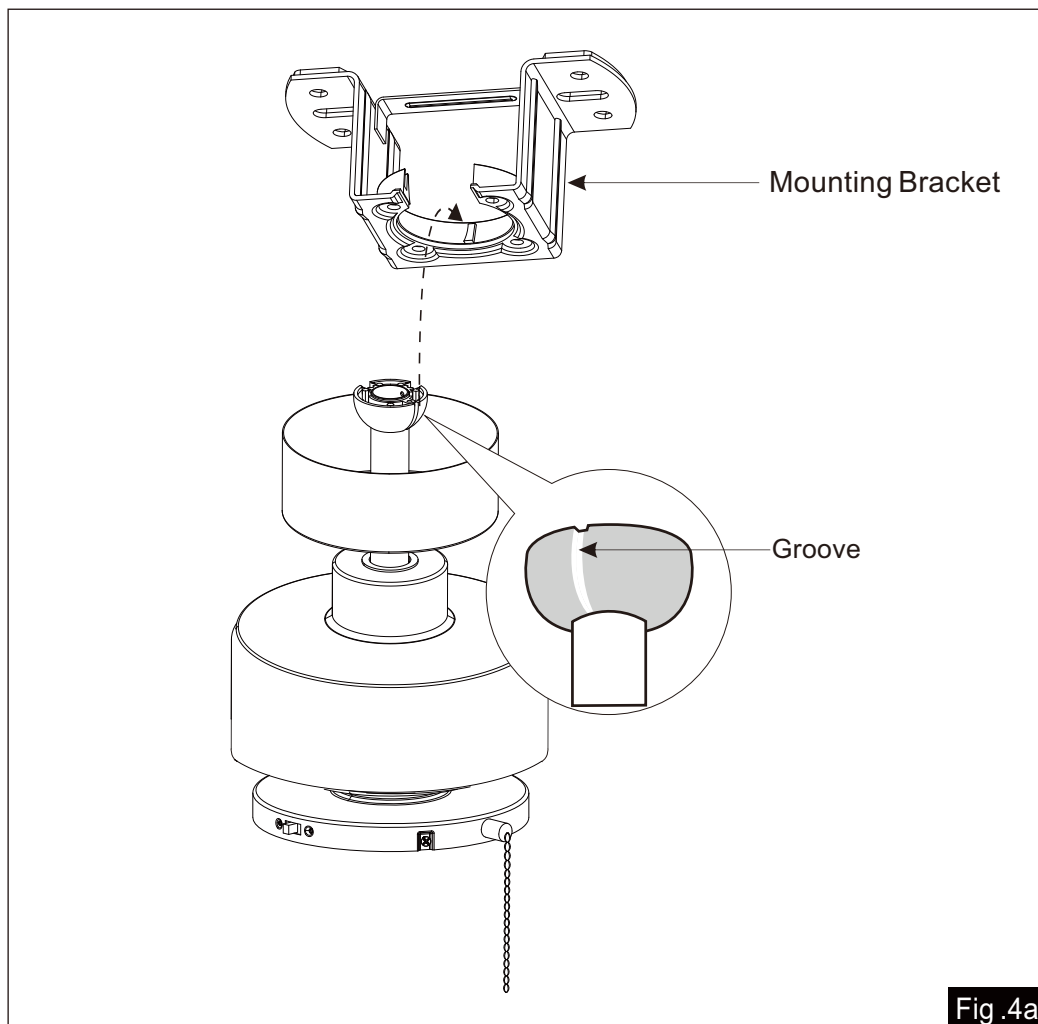
- Drill four pilot holes into the ceiling joist, and securely attach the mounting bracket using the provided washers and wood screws.



# Installation Instructions

## Step4 ENGAGE HEMISPHERE

-Gently rotate the fan until the groove on top locks into place on the mounting bracket. (See Fig. 4a)

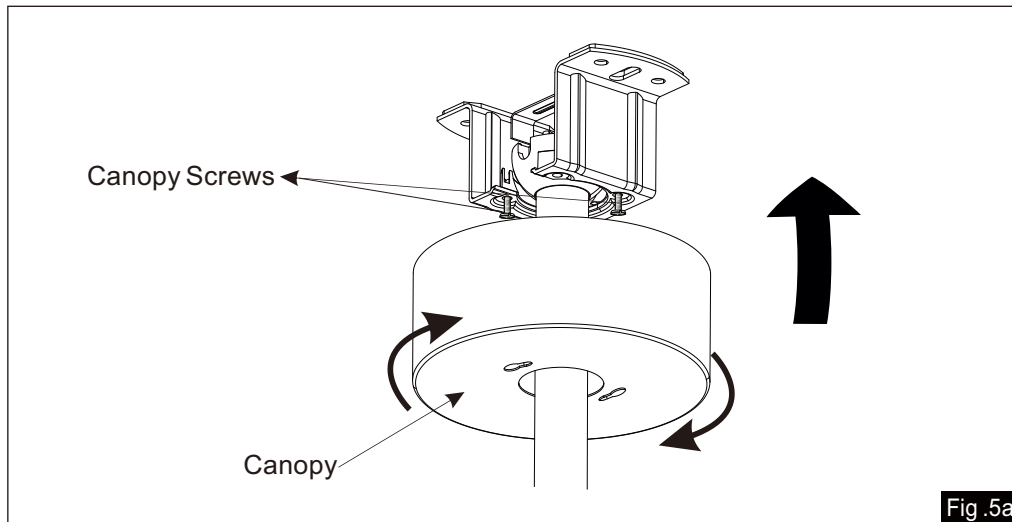


**WARNING:** If the groove is not securely seated, it may damage wires and pose a risk of electric shock or fire.

# Installation Instructions

## Step5 INSTALL CANOPY

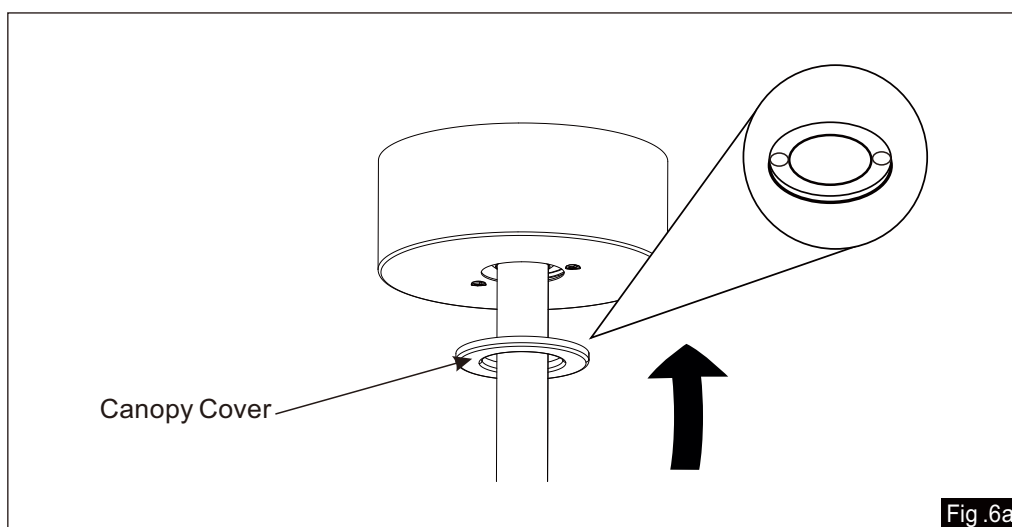
- Slide the canopy up to the mounting bracket.
- Align the keyhole slots on the canopy with the screws, and then rotate the canopy until it locks into place at the narrow part of the keyholes. (Fig.5a)



**NOTE:** For sloped ceilings, ensure that the tab on the hanger bracket faces the peak of the slope. A longer downrod may be needed to prevent the fan blades from contacting the ceiling.

## Step6 INSTALL CANOPY COVER

- Turn clockwise until it fits the canopy screws. (Fig.6a)



# Installation Instructions

## Step.7 ELECTRICAL HOOK-UP

Use wire connectors to connect the household power supply to the receiver wires, following the diagram and instructions below:

- Properly insert the terminals from the controller into the wire connectors.
- Connect the green ground wire from the downrod and mounting bracket to the bare or green (earth) wire from the ceiling.
- Connect the black wire (labeled “Black”) to the black (live) supply wire.
- Connect the white wire (labeled “White”) to the white (neutral) supply wire.

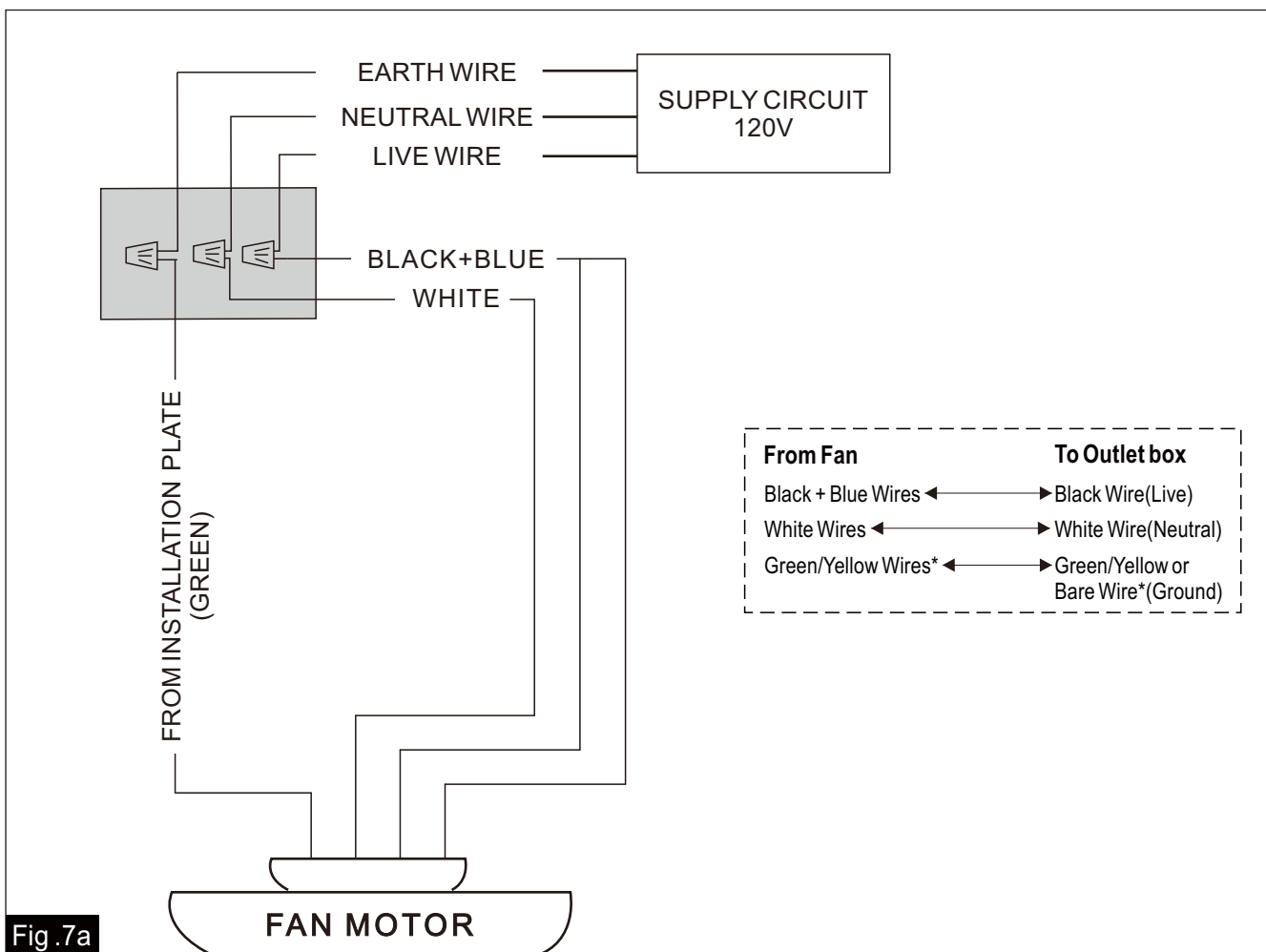


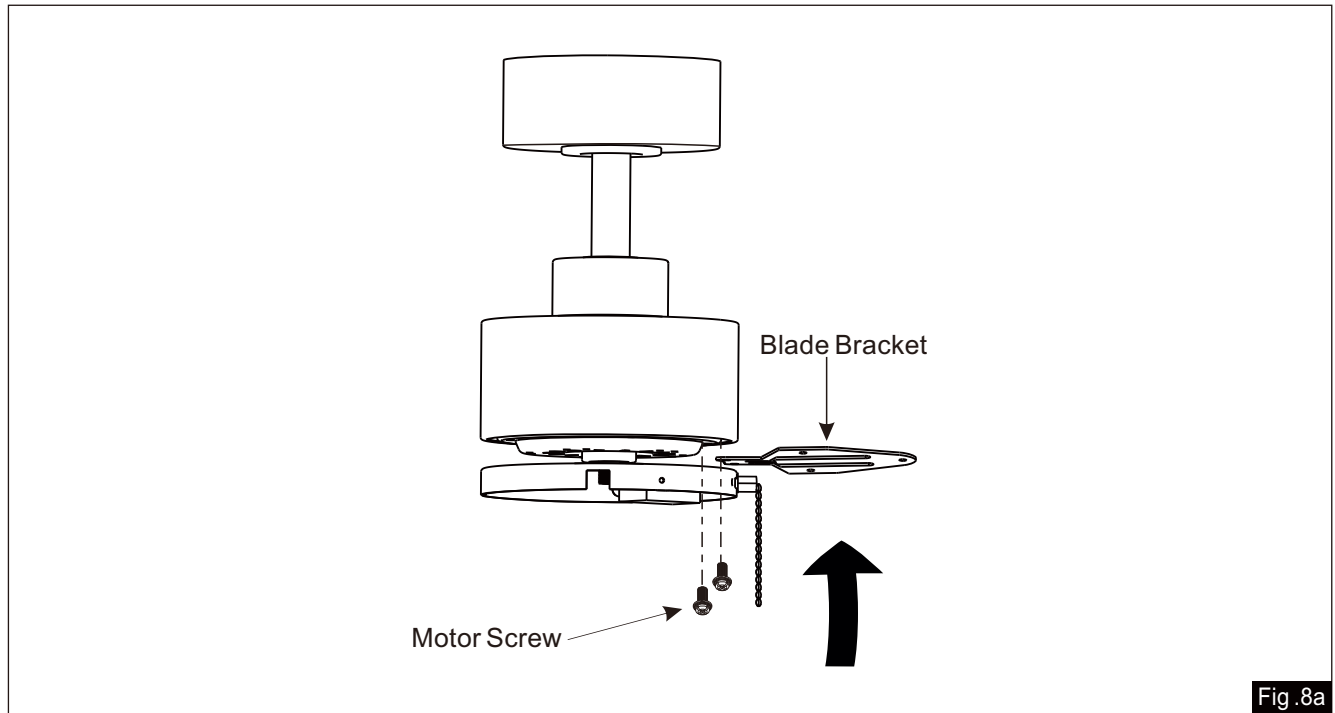
Fig.7a

**NOTE:** Once all wires are connected, carefully tuck them and the wire connectors into the junction box. Make sure no wires are pinched or in contact with the hemisphere or downrod during installation. Once all wires are connected, carefully tuck them and the wire connectors into the junction box. Make sure no wires are pinched or in contact with the hemisphere or downrod during installation.

## Installation Instructions

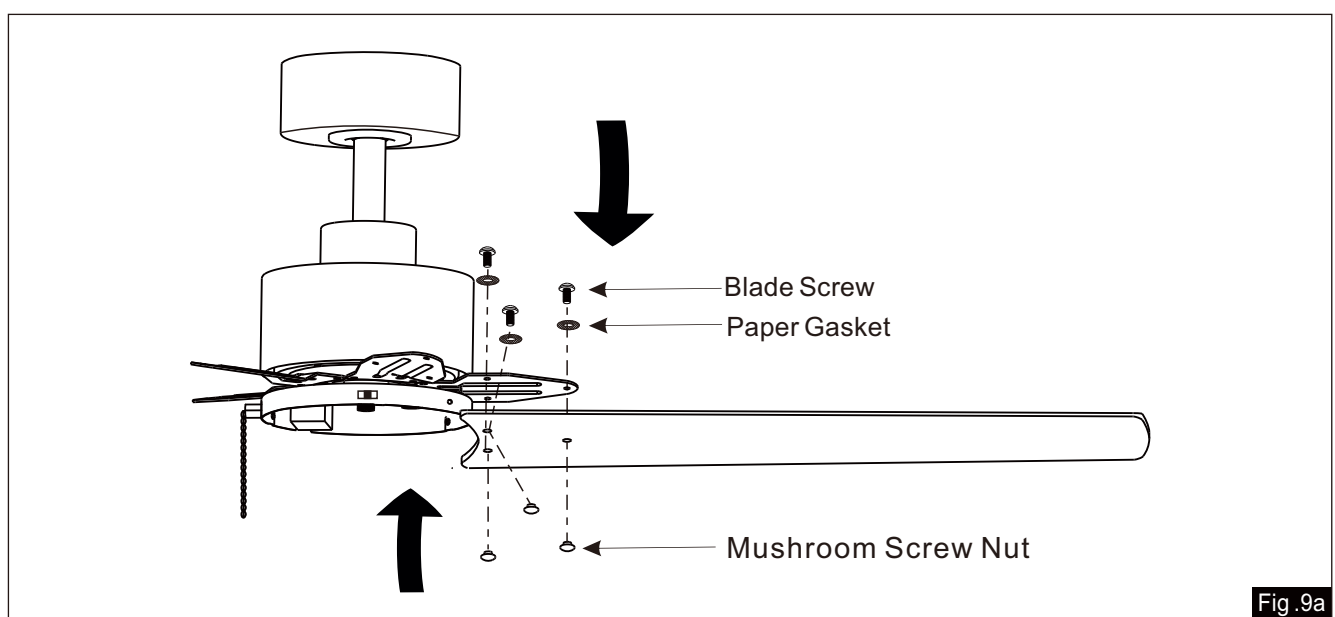
### Step8 INSTALL BLADE BRACKET

- Remove the motor screws, install the blade bracket on the motor assembly as shown in the figure.(Fig.8a)



### Step9 INSTALL BLADE

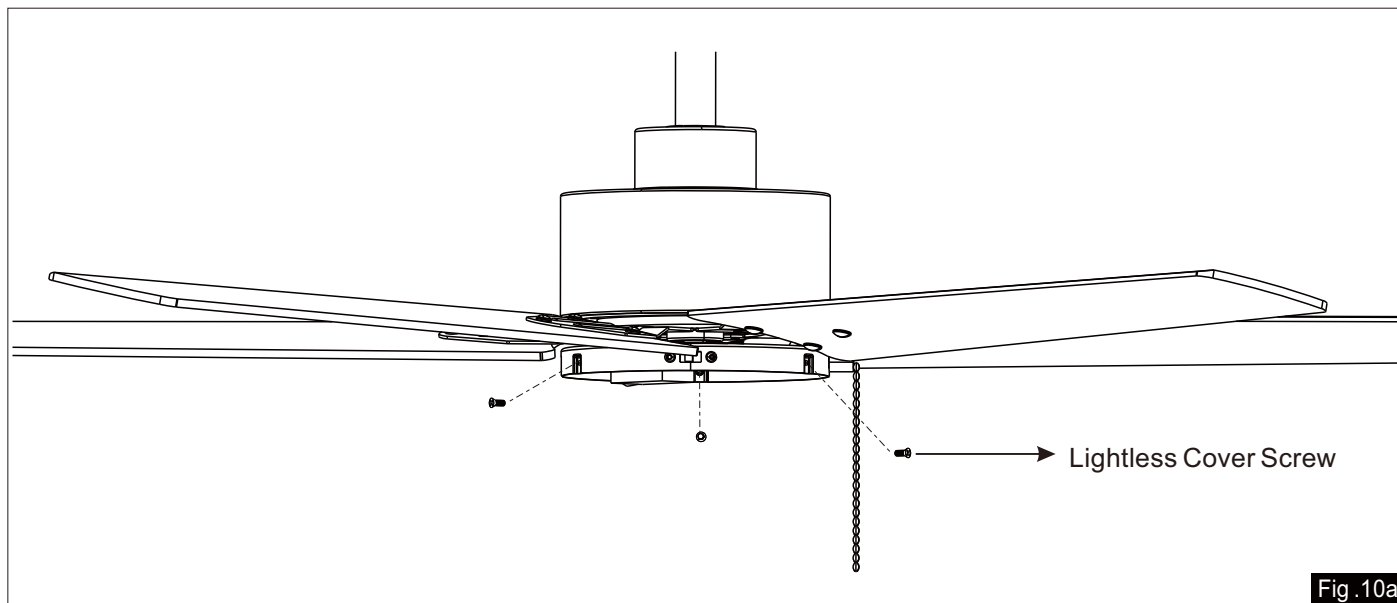
- Align the blade over the blade bracket. Insert the paper gasket between the blade and bracket, then secure with blade screws and mushroom screw nuts as shown. (Fig. 9a)



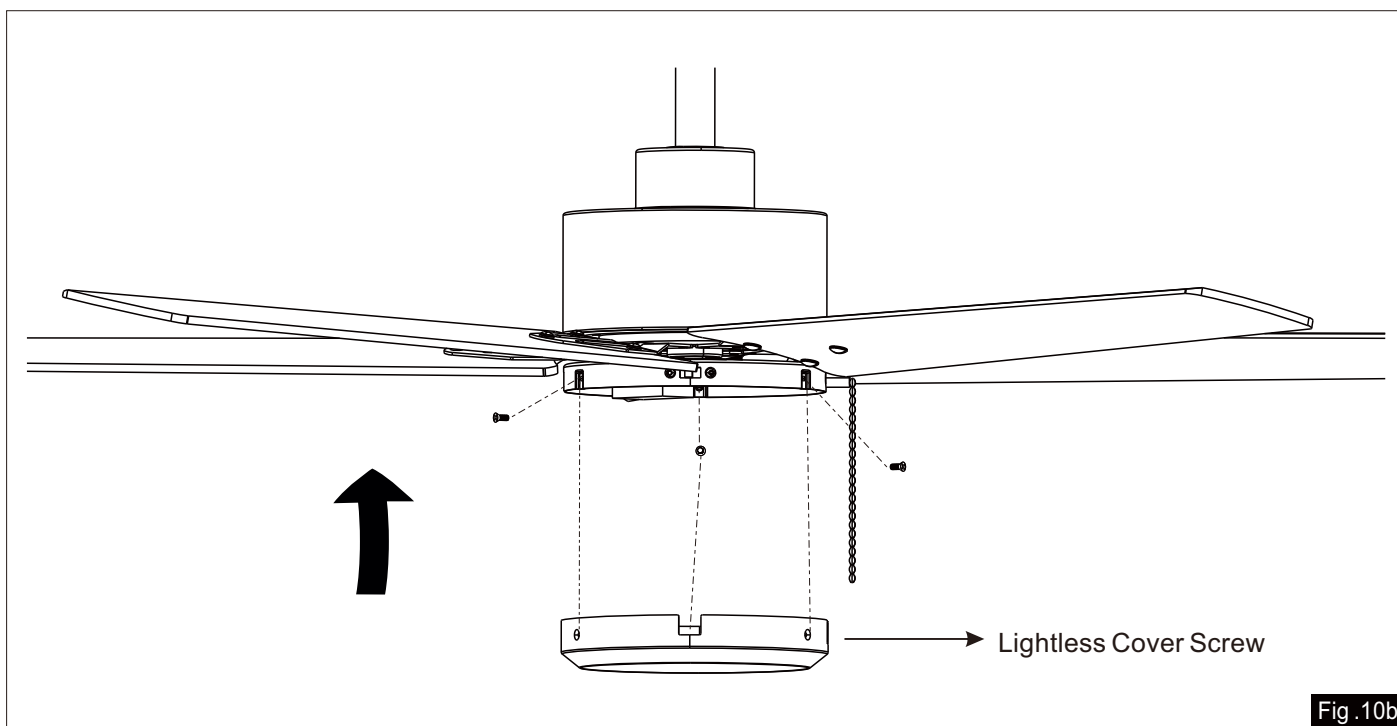
# Installation Instructions

## Step10 INSTALL LIGHTLESS COVER

- Loosen and remove the three pre-installed screws from the bottom of the motor assembly. (Fig. 10a)



- Align the lightless cover with the holes on the motor housing and secure it using the three screws removed earlier. (Fig. 10b)



## Installation Instructions

### Step11 INSTALL PULL CHAIN WITH KNOB

- For lightless models, connect the included pull chain with knob to the fan switch chain using the latch. Ensure it is securely attached. (Fig. 11a)

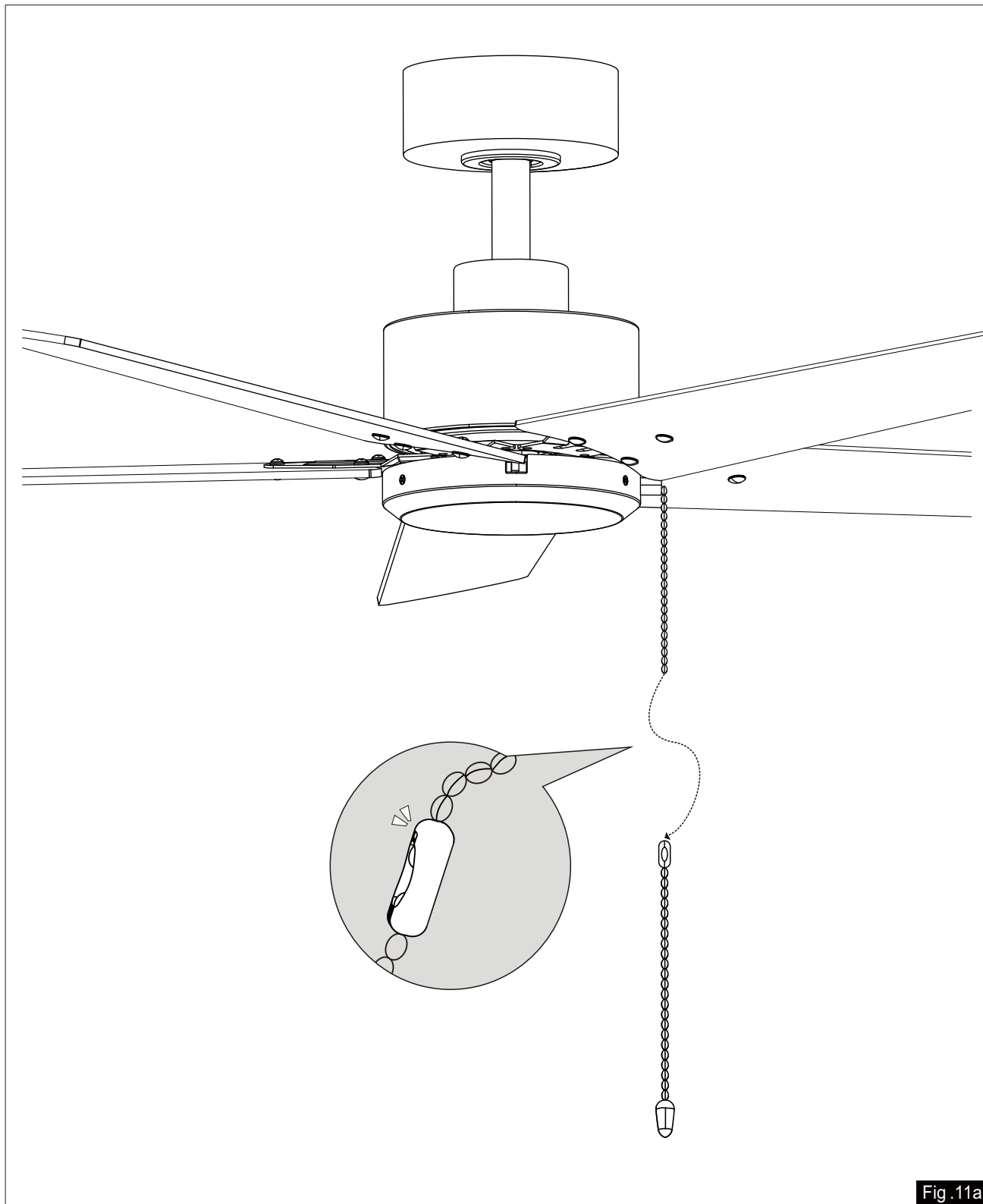


Fig.11a

# Installation Instructions

## Step 12 OPERATING YOUR FAN

Turn on the power and check the operation of your fan. The pull chain controls the fan speed as follows:

\*1 pull -High, 2 pulls-Medium, 3 pulls-Low, and 4 pulls -Off.

Fan speed settings for warm or cool weather depend on factors such as room size, ceiling height, and the number of fans.

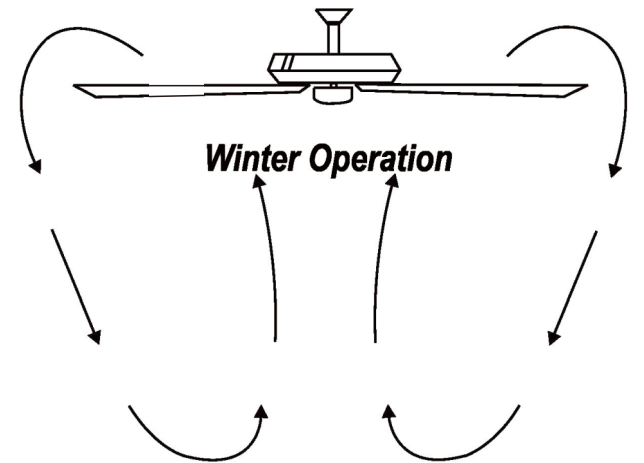
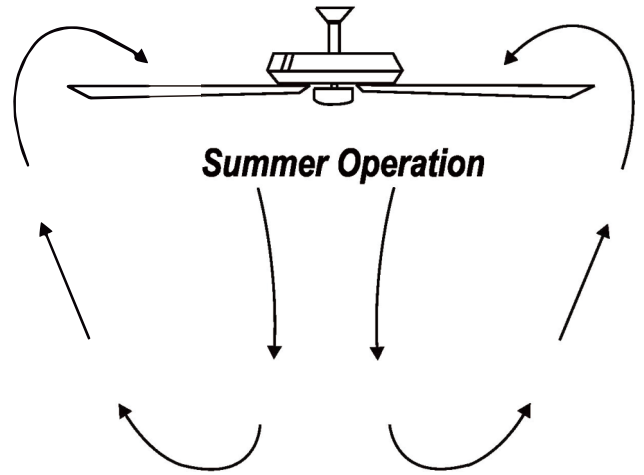
The manual motor reverse slide switch is located on the switch cup and controls blade direction. Forward (switch down) or reverse (switch up).

**Note:** Wait for fan to stop before changing the setting of the motor reverse switch.

Warm Weather (Forward)-A downward airflow creates a cooling effect.

This allows you to set your air conditioner on a warmer setting without affecting your comfort.

Cool Weather (Reverse): An upward airflow helps circulate warm air near the ceiling, allowing you to set your heater to a lower temperature while maintaining comfort.



# Troubleshooting Guide

If you have difficulty in 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"/> Ensure you are in the normal range of 10-20 feet.</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"/> Allow a 24-hour "breaking in" period. Most noises associated with a new fan disappear during this time.</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 may wish to try to improve the balancing further by using the balancing clip and additional weights.

