minkaAire ®
A Minka Group® Co.

Contractor
Model No. F547
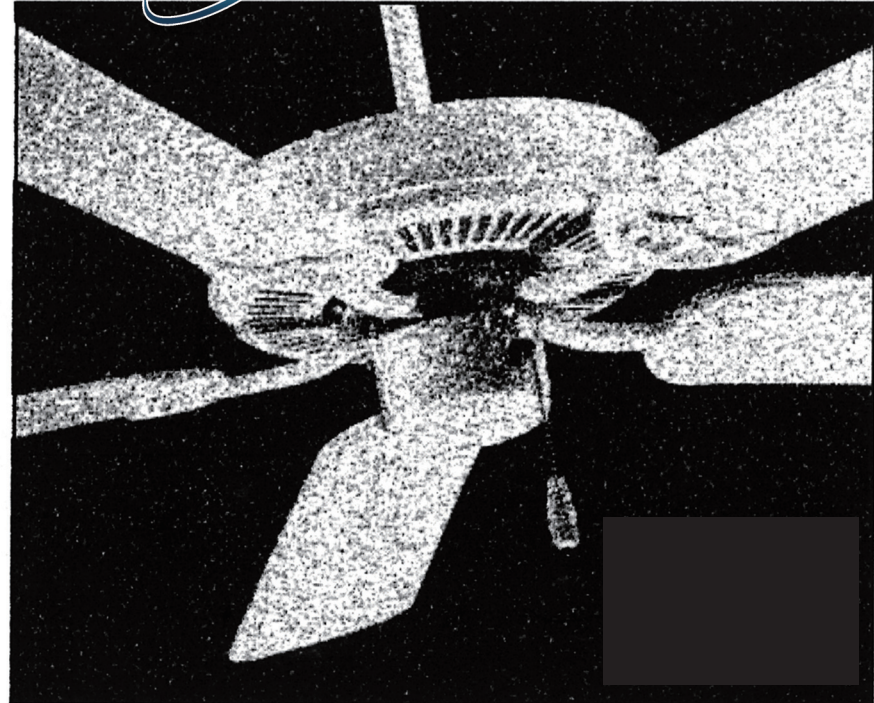
Instruction Manual

Please Read and Save Instructions

CONTRACTOR
LIFETIME
RUGGED
TESTED
WARRANTY
GARANTIA
POR VIDA
APPROVED

The **Minka-Aire**® warranty is for one (1) year from the date of purchase from an authorized **Minka-Aire**® dealer. This warranty is only valid to the original purchaser or user against all defects in material and workmanship (light bulbs excluded) for one (1) full year. Additionally, **Minka-Aire**® warrants the motor only for the lifetime of the **Minka Aire**® ceiling fan (excluding wall controls and electrical components), to the original purchaser or user.

* The warranty is voided with the use of any non-**Minka-Aire**®electrical devices, E.g., wall controls or electrical dimmer switches, etc…
* The warranty is void once the original purchaser or user ceases to own the fan or the fan is moved from its original point of installation.
* The warranty is void with the use of any hanger bracket (non-Minka Aire or non-fan specific) other than the hanger bracket supplied & installed with this specific fan.

Warranty Service Information

To obtain warranty service during the warranty period, the purchaser should return the fan with the sales receipt to the original place of purchase. The authorized **Minka-Aire**® dealer, at its sole discretion, will either repair or replace the fan after verifying the legitimacy of the warranty claim. Replacement is subject to availability of the same model. If the model is unavailable it will be replaced by one of equal value. This is a limited warranty; the original purchaser or user is responsible for the cost of removal and reinstallation of repaired or replacement product.

To obtain the name of the **Minka-Aire**® authorized dealer nearest you call the **Minka-Aire**® customer care department at 1-800-307-3267, or contact **Minka-Aire**® through www.minkagroup.net and write to: "Ask Mr. Minka" to answer any questions or if you require assistance.

Date Purchased _____

Store Purchased_____

Model No._____F547_____

Serial No._____

CONTENTS

minkaAire®
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american
lighting
association

UL
LISTED

1. SAFETY FIRST

1. Before you begin installing the fan, **disconnect the power** by removing fuses or turning off circuit breakers.

2. Be Cautious! Read all instructions and safety information before installing your new fan. Review the accompanying assembly diagrams.

3. Make sure that all electrical connections comply with local codes, ordinances, or National Electrical Codes. Hire a qualified electrician or consult a do-it-yourself wiring handbook if you are unfamiliar with installing electrical wiring.

4. Make sure the installation site you choose allows the fan blades to rotate without any obstructions. Allow a **minimum clearance of 7 feet** from the floor to the lowest edge of the blades. Fan blades must have a **minimum clearance of 18"** from the wall.

5. If you are mounting the fan to a ceiling outlet box, use a metal octagonal outlet box. Secure the 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 50 lbs.). **Do not use a plastic outlet box.**

6. Attach the hanger bracket using the hardware supplied with the outlet box.

7. If you are mounting the fan to a joist, make sure it is able to support the moving weight of the fan (at least 50 lbs.).

8. After you install the fan, make sure that all connections are secure to prevent the fan from falling.

9. Do not insert anything into the fan blades while fan is operating.

10. Turn the fan off and wait for it to stop before reversing fan direction.

NOTE: The important safeguards and instructions appearing in this manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and care are factors which can not be built into this product. These factors must be supplied by the person(s) installing, caring for and operating the unit.

WARNING

SUPPORT DIRECTLY FROM BUILDING STRUCTURE.

TO REDUCE THE RISK OF FIRE. ELECTRIC SHOCK. OR OTHER PERSONAL INJURY. MOUNT FAN ONLY ON AN OUTLET BOX MARKED ACCEPTABLE FOR FAN SUPPORT AND USE 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.

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

TO REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK, DO NOT USE THIS FAN WITH ANY SOLID-STATE SPEED CONTROL DEVICE.

TO REDUCE THE RISK OF PERSONAL INJURY. USE ONLY THE TWO STEEL SCREWS PROVIDED WITH THE OUTLET BOX IN CONJUNCTION WITH THE WASHERS PROVIDED WITH THE FAN FOR MOUNTING TO THE CEILING OUTLET BOX.

P<small>ACKAGE</small> C<small>ONTENTS</small> 2.
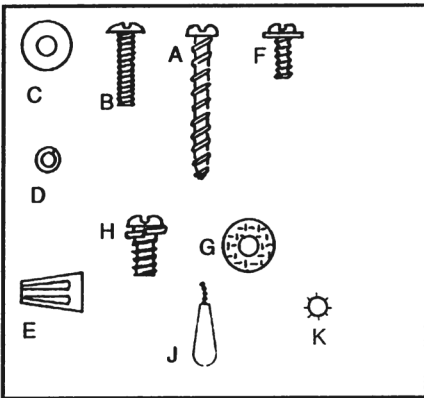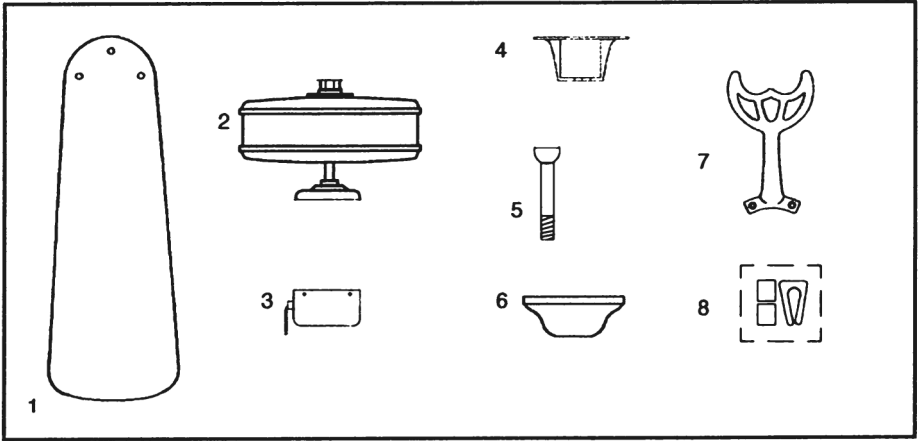
Unpack your fan and check the contents.
You should have the following items:

1. Fan Blades (5)
2. Fan Motor/Housing Assembly
3. Switch Cup
4. Hanger Bracket
5. Standard Downrod Assembly
6. Canopy
7. Blade Bracket (5)
8. Balancing Kit

Mounting Hardware:
J-Box Mounting:
(A)10# x 1- 1/2"L (10# x
   38mm) wood screws
   (2 pcs.)
Hanger Bracket Mounting:
(B) 8# x 3/4" screws (2 pcs.)
(C)Metal Washers (2 pcs.)
(D)Lockwashers (2 pcs.)
(E)Wire Nut (3 pcs.)
(K)Star washer (2 pcs.)

Blade Attachment Hardware:
(F)3/16"x 7.5 mm flange
   head screws (16 pcs.)
(G)Fiber Washers (16 pcs.)

Blade Holder Hardware:
(H) 1/4" x 1/2"
   screws w/lockwashers (11 pcs.)

Switch Cup Hardware:
(J) Pull Chain Fob (1 pc.)

3. Begin Installation

Tools Required: You will need a phillips screw driver, slotted screw driver, adjustable wrench, stepladder, wire cutters, and electrical tape.
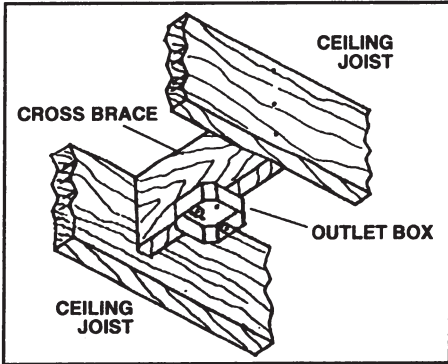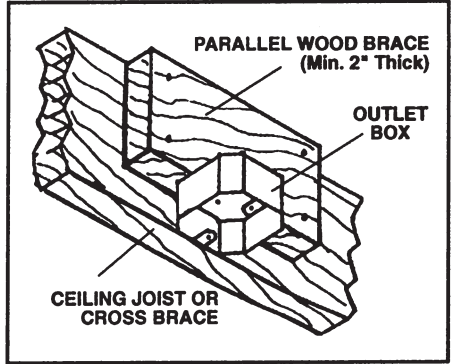
CEILING JOIST

CROSS BRACE

OUTLET BOX

CEILING JOIST

FIG. 1

PARALLEL WOOD BRACE (Min. 2" Thick)

OUTLET BOX

CEILING JOIST OR CROSS BRACE

FIG. 2

Angled Ceiling Maximum 29° angle

PROVIDE STRONG SUPPORT

HANGER OPENING MUST BE FACING UPSIDE

RECESSED OUTLET BOX

FIG. 3

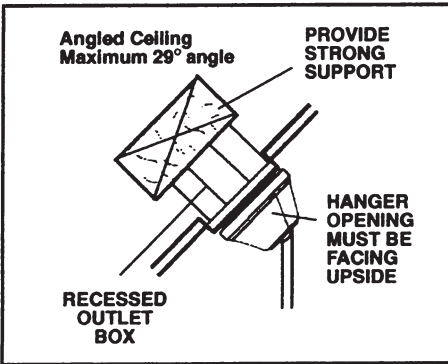HANGER BAR (OPTIONAL)

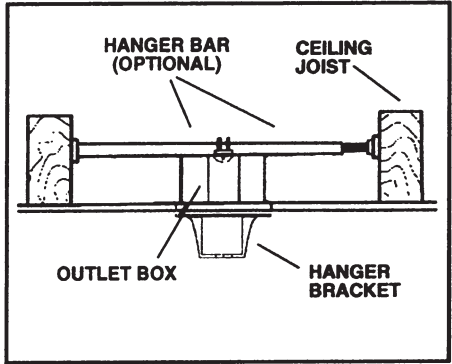CEILING JOIST

OUTLET BOX

HANGER BRACKET

FIG. 4

Mounting Options

If there isn't an existing mounting box, then read the following instructions. **Disconnect the power by removing fuses or turning off circuit breakers.**

Secure the outlet box directly to the building structure. The outlet box and its support must be able to fully support the moving weight of the fan (at least 50 lbs.). **Use a U.L. Listed metal outlet box. Do not use a plastic outlet box.**

Figures 1, 2 and 3 are examples of different ways to mount the outlet box. **Note:** You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling. Longer downrods are available from your **Minka-Aire** ® dealer.

To hang your fan where there is an existing fixture but no ceiling joist, you may need to install a hanger bar as shown in Figure 4 (available at your **Minka-Aire** ® dealer).

HANGING THE FAN 4.

REMEMBER to turn off the power. Follow the steps below to hang your fan properly:

Step 1. Secure the hanger bracket to the ceiling outlet box using screws provided with the outlet box and lock washers and flat washers included with the fan. (Fig. 5)
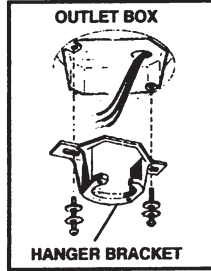
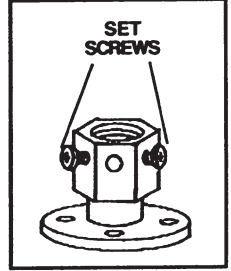**Step 2.** Loosen the two set screws in the top coupling of the motor assembly. (Fig. 6)

Step 3. Remove downrod hanger ball by loosening set screw, removing the cross pin, and sliding ball off rod. Remove the hitch pin and lock pin. (Fig. 7)
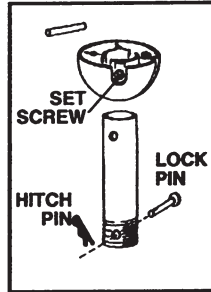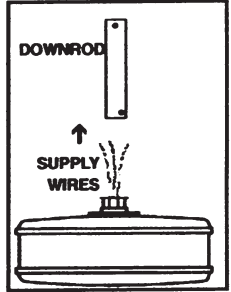
Step 4. Carefully feed fan wires up through the downrod. (Fig. 8) Thread the rod into the coupling, next line up holes, then replace lock pin and hitch pin. Tighten set screws.

Step 5. Slip canopy onto downrod. (Fig. 9). Carefully reinstall hanger ball onto rod being sure that crosspin is in correct position, set screw is tight and wires are not twisted.
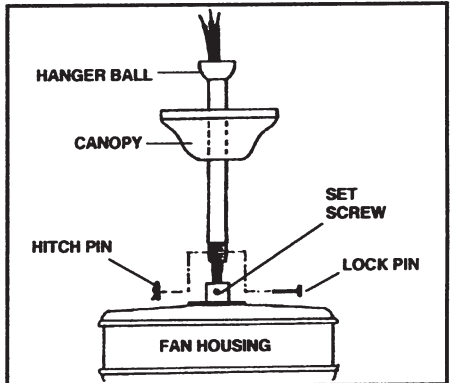
Step 6. Now lift motor assembly into position and place downrod ball into hanger bracket. Rotate until the check groove has dropped into the registration slot and seats firmly. (Fig. 10). Rod should not rotate if this is done correctly.
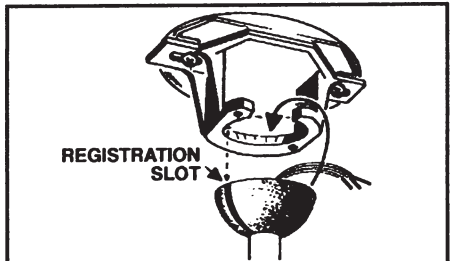

FIG. 5

FIG. 6

FIG. 7

FIG. 8

FIG. 9

FIG. 10

5. THE ELECTRICAL CONNECTIONS

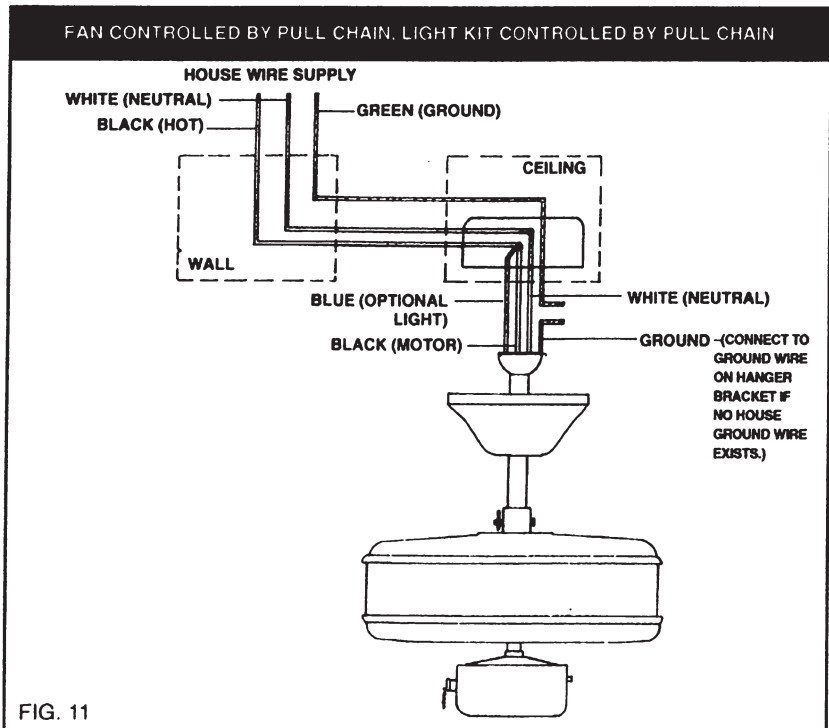**REMEMBER** to shut the power off at the circuit breaker or fuse box.

Follow the steps below to connect the fan to your house supply wires. Use the wire nuts supplied with your fan. Secure the wire nuts by wrapping the connection with electrical tape.

Step 1. Connect the black (hot) wire from the ceiling to the black and the blue wires from the fan. Connect the white (Neutral) wire from the ceiling to the white wire from the fan. (Fig 11)

Step 2. If your outlet has a ground wire (Green or Bare Copper) connect the fan ground wires (on hanger ball and hanger bracket) to it; otherwise, connect the fan ground wire on hanger ball directly to hanger bracket (Fig. 11)

Step 3. Figure 12 & 13 Illustrate the wiring connections using optional wall unit. (Available at your **Minka-Aire**® Retailer.)

NOTE: If a light kit is not included with your fan, one can be purchased at you **Minka-Aire**® Retailer.

FAN CONTROLLED BY PULL CHAIN, LIGHT KIT CONTROLLED BY PULL CHAIN

HOUSE WIRE SUPPLY
WHITE (NEUTRAL)
BLACK (HOT)
GREEN (GROUND)
CEILING
WALL
BLUE (OPTIONAL LIGHT)
BLACK (MOTOR)
WHITE (NEUTRAL)
GROUND (CONNECT TO GROUND WIRE ON HANGER BRACKET IF NO HOUSE GROUND WIRE EXISTS.)

FIG. 11

FAN CONTROLLED BY PULL CHAIN, LIGHT KIT CONTROLLED BY WALL SWITCH.

HOUSE WIRE SUPPLY

WHITE (NEUTRAL)

GREEN (GROUND)

BLACK (HOT)

CEILING

LIGHT SWITCH

WALL

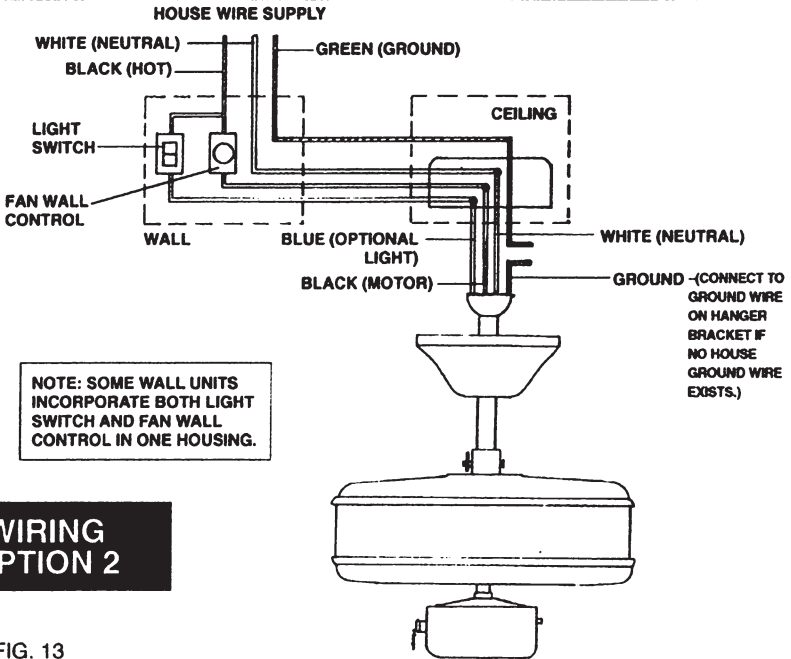BLUE (OPTIONAL LIGHT)

WHITE (NEUTRAL)

BLACK (MOTOR)

GROUND –(CONNECT TO GROUND WIRE ON HANGER BRACKET IF NO HOUSE GROUND WIRE EXISTS.)

WIRING OPTION 1

FIG. 12
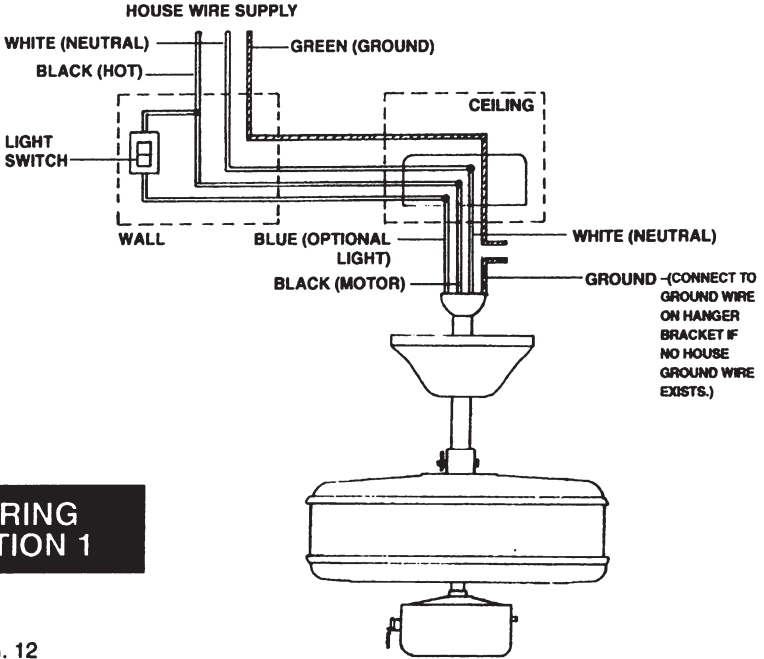
FAN CONTROLLED BY WALL CONTROL LIGHT KIT CONTROLLED BY LIGHT SWITCH.

HOUSE WIRE SUPPLY

WHITE (NEUTRAL)

GREEN (GROUND)

BLACK (HOT)

CEILING

LIGHT SWITCH

FAN WALL CONTROL

WALL

BLUE (OPTIONAL LIGHT)

WHITE (NEUTRAL)

BLACK (MOTOR)

GROUND –(CONNECT TO GROUND WIRE ON HANGER BRACKET IF NO HOUSE GROUND WIRE EXISTS.)

NOTE: SOME WALL UNITS INCORPORATE BOTH LIGHT SWITCH AND FAN WALL CONTROL IN ONE HOUSING.

WIRING OPTION 2

FIG. 13

6. Finishing the Installation

OUTLET BOX

HANGER BRACKET

HANGER BALL

CANOPY

Fig. 14
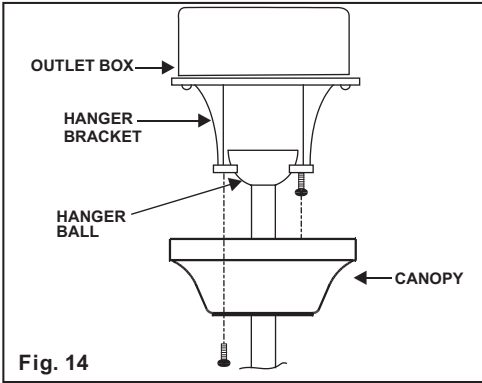
Step 1. Remove 1 of the 2 screws from the bottom of the hanger bracket and loosen the other one half a turn from the screw head.

Step 2. Slide the canopy up towards the hanger bracket and place the key hole on the canopy over the screw on the hanger bracket, turn canopy until it locks in place at the narrow section of the key holes. (Fig. 14)

Step 3. Align the circular hole on canopy with the remaining hole on the hanger bracket, secure by tightening the two set screws.

Note: Adjust the canopy screws as necessary until the canopy are snug.

7. Attaching the Fan Blades

Step 1. Attach the fan blade to the blade bracket using the screws provided. Tighten screws securely. Repeat for remaining blades. (Fig. 15)

Step 2. Remove the rubber stops from the motor. Rotate the motor so that the screw holes are revealed through the opening on switch cup plate. Align holes in blade bracket and motor and secure with proper screws. Repeat process with the other blade bracket. Process with the other blade brackets. (Fig. 16)

Note: You have the option of installing either five or four blades. If youare using four blades, mount blade bracket to the inner screw holes. If youare using five blades, mount blade bracket to the outer screw holes. (Fig. 16)
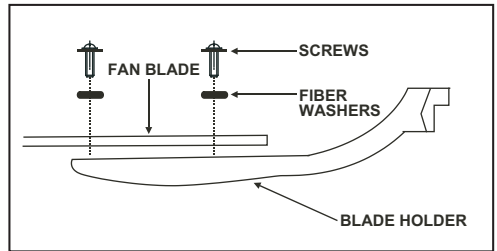

SCREWS

FAN BLADE

FIBER WASHERS

BLADE HOLDER

Fig. 15

OUTER SCREW HOLES
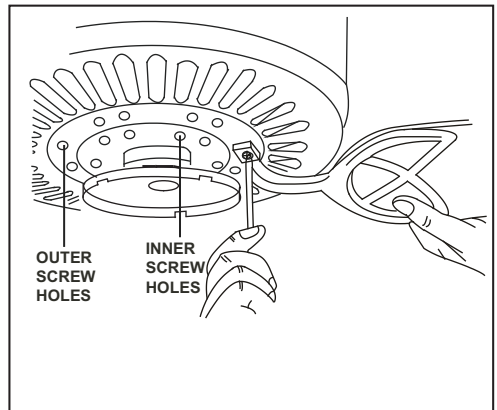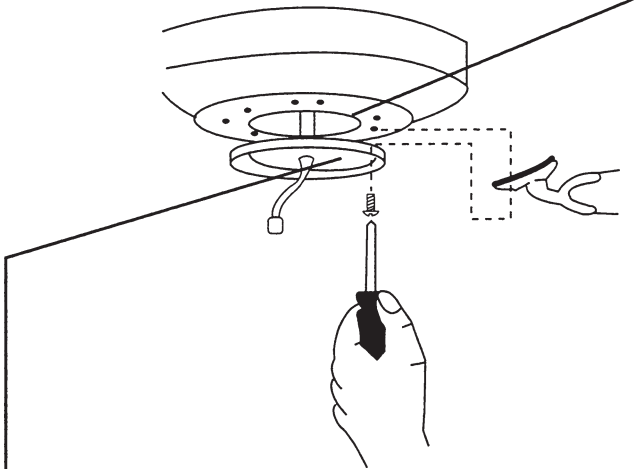
INNER SCREW HOLES

Fig. 16

TEL INNER HOLES ON MOTOR ARE FOR
4 BLADES AND THE OUTER FOR 5BLADES.

Through the bigger hole to attach 4 blades assembly
to motor using the motor screws and washers
provided.

8. ATTACHING THE SWITCH CUP

Step 1. Remove screws in switch cup ring. While holding the switch cup under your fan, snap the wire connector plugs together. (Figure 17). Then push the switch cup up to switch ring and position so holes line up. Reinstall screws and tighten.

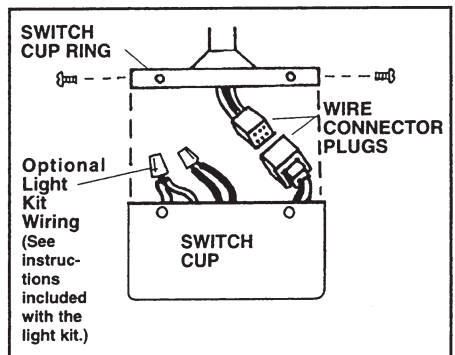Step 2. Attach the pull chain fob to the chain on the switch cup.

SWITCH
CUP RING

WIRE
CONNECTOR
PLUGS

Optional
Light
Kit
Wiring
(See
instruc-
tions
included
with the
light kit.)

SWITCH
CUP

FIG. 17

9. OPERATING YOUR FAN

Restore power to ceiling fan and test for proper operation.

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

The slide switch, on the switch cup, controls the forward or reverse direction of the fan. **Down** or to the **left** is for warm weather operation. **Up** or to the **right** is for cool weather operation.

FIG. 18

NOTE
Wait for fan to stop before changing the setting of the SLIDE SWITCH.

Warm weather – (Counter Clockwise) A downward air flow creates a cooling effect as shown in Figure 18. This allows you to set your air conditioner on a warmer setting without affecting your comfort.

Cool weather – (Clockwise) An upward airflow moves warm air off the ceiling area as shown in Figure 19. This allows you to set your heating unit on a cooler setting without affecting your comfort.
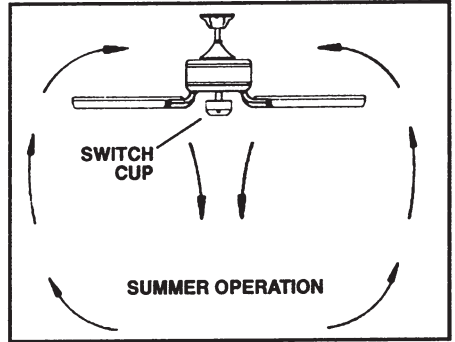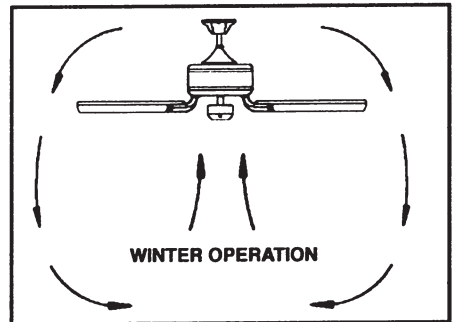

FIG. 19

The pull chain on your fan controls the speed settings as follows:

1st pull	– Highest Speed
2nd pull	– Medium Speed
3rd pull	– Lowest Speed
4th pull	– Turns Fan Off

Here are some suggestions to help you maintain your fan.

1. Because of the fan's natural movement, some connections may become loose. Check the support connections, brackets, and blade attachments twice a year. Make sure they are secure. **(It is not necessary to remove fan from ceiling.)**

2. Clean your fan periodically to help maintain its new appearance over the years. Do not use water when cleaning. This could damage the motor, or the wood, or possibly cause an electrical shock.

3. Use only a soft brush or lint-free cloth to avoid scratching the finish. The plating is sealed with a lacquer to minimize discoloration or tarnishing.

4. You can apply a light coat of furniture polish to the wood for additional protection and enhanced beauty. Cover small scratches with a light application of shoe polish.

5. There is no need to oil your fan. The motor has permanently lubricated bearings.

6. All glass should be cleaned using lukewarm soapy water and a soft cloth or sponge. DO NOT IMMERSE GLASS IN HOT WATER. DO NOT PUT GLASS INTO AN AUTOMATIC DISHWASHER.

WARNING

Make sure the power is off at the electrical panel box before you attempt any repairs. Refer to the section,
"Making Electrical Connections".

11. TROUBLESHOOTING

Problem	Solution
Fan will not start.	1. Check fuses or circuit breakers.
	2. Check line wire connections to fan and switch wire connections in switch housing. **CAUTION:** Make sure main power is off.
Fan sounds noisy.	1. Allow a 24-hour "break-in" period. Most noises associated with a new fan go away during this time.
	2. Make sure all motor housing screws are snug.
	3. Make sure the screws that attach the fan blade bracket to the motor hub are tight.
	4. Some fan motors are sensitive to signals from solid-state variable speed controls. If you have installed this type of control, choose and install another type of control.
Fan Wobbles	1. Check that all blade and blade holder screws are secured.
	2. If a Balancing kit is provided follow the instructions included with the balancing kit to help correct any excessive wobble.
	NOTE: All blade sets are grouped by weight. Because natural woods vary in density, the fan may wobble even though blades are weight matched.

Fan Size	Speed	Volts	Amps	Watts	RPM	CFM	N.W.	G.W.	C.F.
52"	Low	120	0.21	9.5	63	1472.21	6.27 kgs	7.19 kgs	1.22'
	Medium	120	0.37	29.3	117	3218.93			
	High	120	0.53	64.0	170	4633.52			

These are typical readings. Your actual fan may vary. They do not included amps or wattage used by the light kit.

For any additional information about your Minka-Aire™ Ceiling Fan, please write to:

minkaAire® A Minka Group® Co.   **1151 W. Bradford Court Corona, CA 92882**

For customer assistance call: 1-800-307-3267