



READ THESE INSTRUCTIONS AND  
SAVE THEM FOR FUTURE USE



# Installation Guide

For Models:

CC42BB4L

CC42WW4L

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Intertek  
4009654

net weight of fan: 9.47 lb. (4.3 kg)

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# SAFETY TIPS.

**WARNING:** To reduce the risk of electrical shock, turn off the electricity to the fan at the main fuse box or circuit panel before you begin the fan installation or before servicing the fan or installing accessories.

1. **READ ALL INSTRUCTIONS AND SAFETY INFORMATION CAREFULLY BEFORE INSTALLING YOUR FAN AND SAVE THESE INSTRUCTIONS.**

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

2. Make sure all electrical connections comply with Local Codes or Ordinances, the National Electrical Code, and ANSI/NFPA 70-1999. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the instructions, please use a qualified electrician.
3. Make sure you have a location selected for your fan that allows clear space for the blades to rotate, and at least seven (7) feet (2.13 meters) of clearance between the floor and the fan blade tips. The fan should be mounted so that the tips of the blades are at least thirty (30) inches (76 centimeters) from walls or other upright structures.
4. The outlet box and ceiling support joist used must be securely mounted, and capable of supporting at least 35 pounds (16 kilograms). The box must be supported directly by the building structure. Use only ETL or UL listed outlet boxes marked "FOR FAN SUPPORT."

**WARNING:** To reduce the risk of fire, electrical shock, or personal injury, mount to the outlet box marked "Acceptable for Fan Support of 15.9 kg (35 lb) or less" 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.

**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 or there is more than one house wire to connect to the corresponding fan lead wires, consult an electrician for the proper size wire connectors to use.

5. Electrical diagrams are for reference only.
6. After installation is complete, check that all connections are absolutely secure.
7. 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 opposite sides of the outlet box.

**WARNING:** To reduce the risk of electrical shock, fire and to prevent humming noise do not use this fan with any solid state speed control device or control fan speed with a full range dimmer switch. [Using a full range dimmer switch to control fan speed will cause a loud humming noise from fan.]

8. Do not operate the reverse switch until the fan has come to a complete stop.
9. Do not insert anything between the fan blades while they are rotating.

**WARNING:** To reduce the risk of personal injury, do not bend the blade arms during assembly or after installation. Do not insert objects into the path of the blades.

**WARNING:** To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.

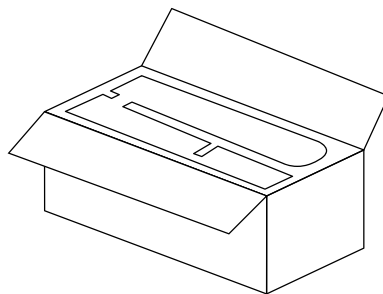
10. Do not use water or detergents when cleaning the fan or fan blades. A dry dust cloth or lightly dampened cloth will be suitable for most cleaning.

**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.**

**NOTE:** The important safety precautions and instructions appearing in the manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense and caution are necessary factors in the installation and operation of this fan.

# 1. Unpacking Your Fan.

Carefully open the packaging. Remove items from Styrofoam inserts. Remove motor housing and place on carpet or Styrofoam to avoid damage to finish. Do not discard fan carton or Styrofoam inserts should this fan need to be returned for repairs. Check against parts inventory that all parts have been included.



## 2. Parts Inventory.

**a.** hanging bracket. 1 piece

**b.** motor housing. 1 piece

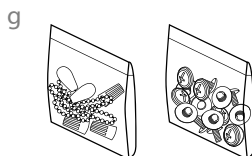
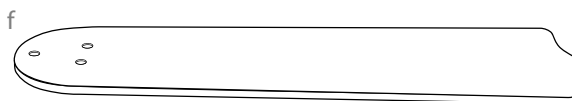
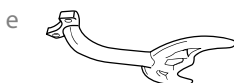
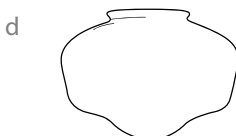
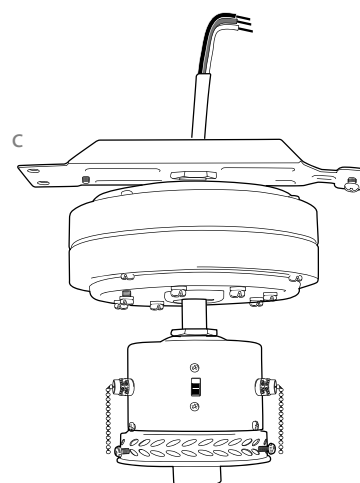
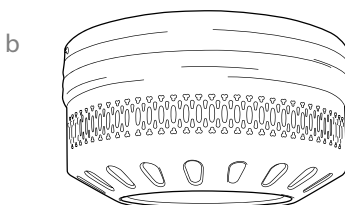
**c.** motor assembly. 1 piece

**d.** glass shade. 1 piece

**e.** blade arm. 4 pieces

**f.** blade. 4 pieces

**g.** hardware packs



**! IMPORTANT REMINDER:** You must use the parts provided with this fan for proper installation and safety. **!**

**required bulb:**  
1 x 6.5 watt LED medium base bulb  
(included)



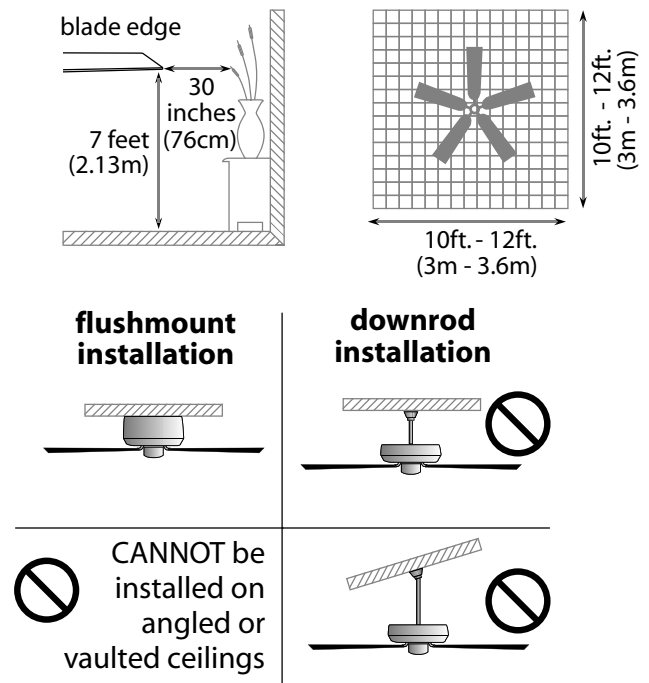
### 3. Installation Preparation.

To prevent personal injury and damage, ensure that the hanging location allows the blades a clearance of 7ft. (2.13m) from the floor and 30in. (76cm) from any wall or obstruction. This fan is suitable for room sizes up to 144 square feet (13.4 square meters).

This fan can be mounted as a **flushmount** on a regular (no-slope) ceiling **only**. **Downrod** installations are **not** available for this fan.

**Installation requires these tools:**

Phillips screwdriver, flat-head screwdriver, adjustable pliers or wrench, stepladder, wire cutters, and rated electrical tape.



### 4. Hanging Bracket Installation.

Turn off circuit breakers to current fixture from breaker panel and be sure operating light switch is turned to the OFF position.

**WARNING:** Failure to disconnect power supply prior to installation may result in serious injury.

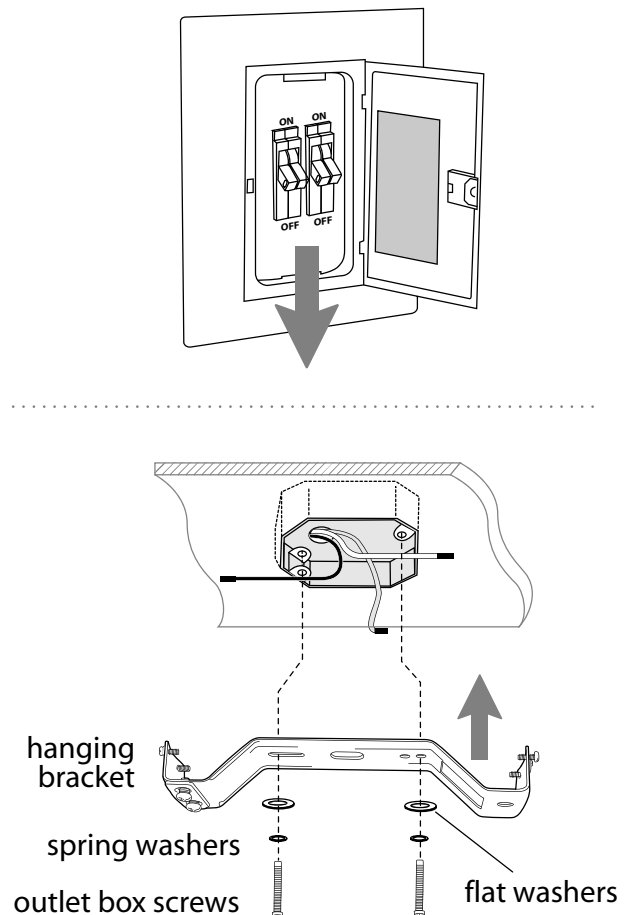
Remove existing fixture.

**WARNING:** When using an existing outlet box, be sure the outlet box is securely attached to the building structure and can support the full weight of the fan. Ensure outlet box is clearly marked "Suitable for Fan Support." If not, it must be replaced with an approved outlet box. Failure to do so can result in serious injury.

**CAUTION:** Be sure outlet box is grounded properly and that a ground wire (**GREEN or BARE**) is present.

Install hanging bracket to outlet box using original screws, spring washers and flat washers provided with new or original outlet box. Pull electrical wiring from outlet box through center hole in the hanging bracket.

**\*Note:** It is very important that you use the proper hardware when installing the hanging bracket as this will support the fan.

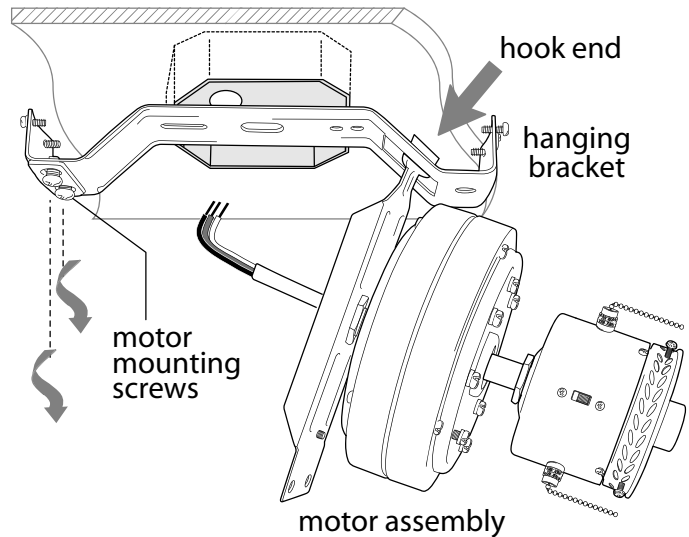


## 5. Preparation for Wiring.

Remove 1 motor mounting screw from hook end of motor assembly. Remove the other 2 motor mounting screws from hanging bracket. Save motor mounting screws for later use.

Lift motor assembly to hanging bracket and slide hook end (with *single* screw hole) into square opening on hanging bracket (see diagram at right). This will allow the motor assembly to hang out of the way while wiring.

**Tip:** Seek the help of another person to hold the stepladder in place and to lift the fan up to you once you are set on the ladder.



## 6. Wiring.

**WARNING:** Turn off circuit breakers to current fixture from breaker panel and be sure switch is turned to the OFF position.

**NOTE:** See instructions above (Section 5) in order to temporarily hang fan on hanging bracket during wiring.

**CAUTION:** Be sure outlet box is properly grounded and that a ground wire (**GREEN** or Bare) is present.

Make sure all electrical connections comply with Local Codes or Ordinances and the National Electrical Code. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the instructions below, please use a qualified electrician.

When fan is secured in place on the hanging bracket, electrical wiring can be made as follows:

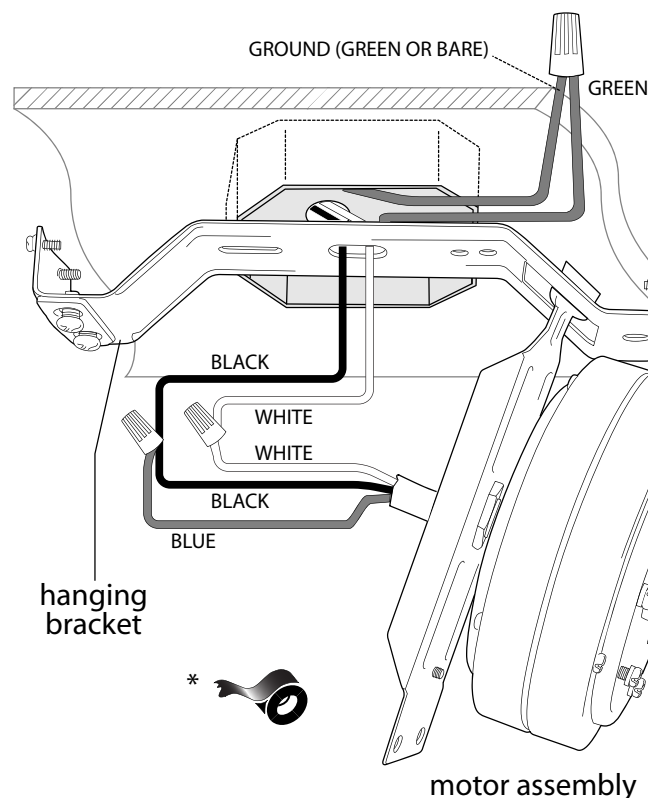
Connect **BLACK** and **BLUE** wire from fan to **BLACK** wire from ceiling with wire connector provided.

Connect **WHITE** wire from fan to **WHITE** wire from ceiling with wire connector provided.

Connect all **GROUND (GREEN)** wires from fan together to **BARE/GREEN** wire from ceiling with wire connector provided

If you intend to control the fan light with a separate light switch, connect **BLUE** wire from fan to the **BLACK** supply from the independent switch.

\* Wrap each wire connector separately with electrical tape as an extra safety measure.



Carefully push wiring and wire connectors into outlet box. Leave hook end of motor assembly in square opening of hanging bracket and lift the other end of motor assembly toward hanging bracket.

motor mounting screws

motor mounting screw

Hold motor housing up to hanging bracket to determine which 2 screws align with slotted holes on top rim of motor housing. Lower motor housing and *partially loosen* the 2 screws in hanging bracket that correspond to slotted holes in motor housing. *Remove* the **other** two screws from hanging bracket.

This diagram illustrates the assembly of the motor housing. It shows three main components: the motor housing (bottom), the motor housing screws (middle), and the motor housing (top). The motor housing (bottom) is a large, cylindrical component with a flange and a series of small, circular holes. The motor housing screws are a smaller, cylindrical component with a flange and a series of small, circular holes. The motor housing (top) is a large, cylindrical component with a flange and a series of small, circular holes. The diagram shows the motor housing screws being inserted into the motor housing (bottom) and the motor housing (top) being placed on top of the motor housing screws. Arrows indicate the direction of assembly: the motor housing (bottom) is moved upwards, and the motor housing (top) is moved downwards.

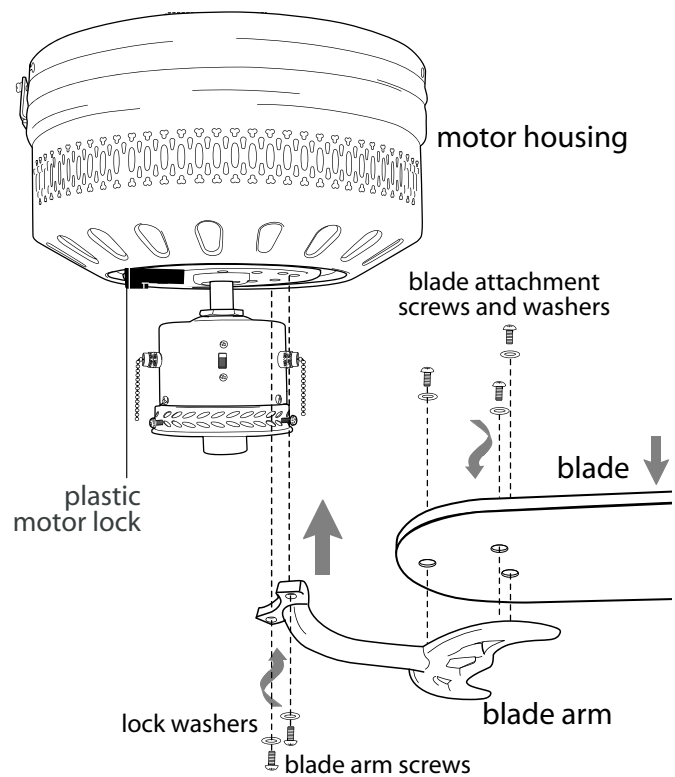
## 9. Blade Assembly.

**Time Saver:** Washers for blade screws can be set on each blade screw prior to installing blades.

Locate 12 blade attachment screws and washers in hardware pack. Hold blade arm up to blade and align holes. Insert 3 blade attachment screws (along with washers) with fingers first and then tighten screws securely with a Phillips screwdriver. Repeat for the remaining blades.

Remove blade arm screws and lock washers from underside of motor. If plastic motor locks are installed with blade arm screws, discard plastic motor locks (*save blade arm screws and lock washers to secure blade arms*). Align blade arm holes with motor screw holes and attach blade arm with lock washers and blade arm screws. Before securing screws permanently, repeat procedure with remaining blade arms. Securely tighten all screws.

**Note:** Tighten blade arm screws twice a year.



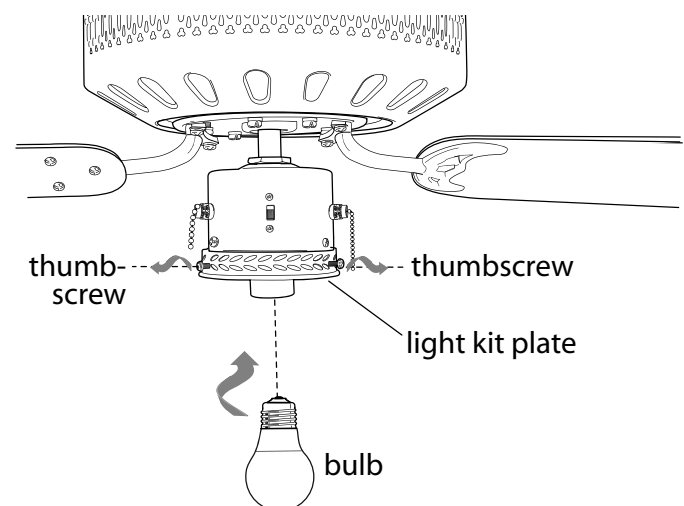
## 10. Light Assembly.

Install 1 medium base 6.5 watt LED bulb (included).

**Important:** When replacing bulb, please allow bulb and glass shade to cool down before touching them.

Partially loosen 3 thumbscrews in light kit plate.

**["Light Assembly" continued on next page.]**

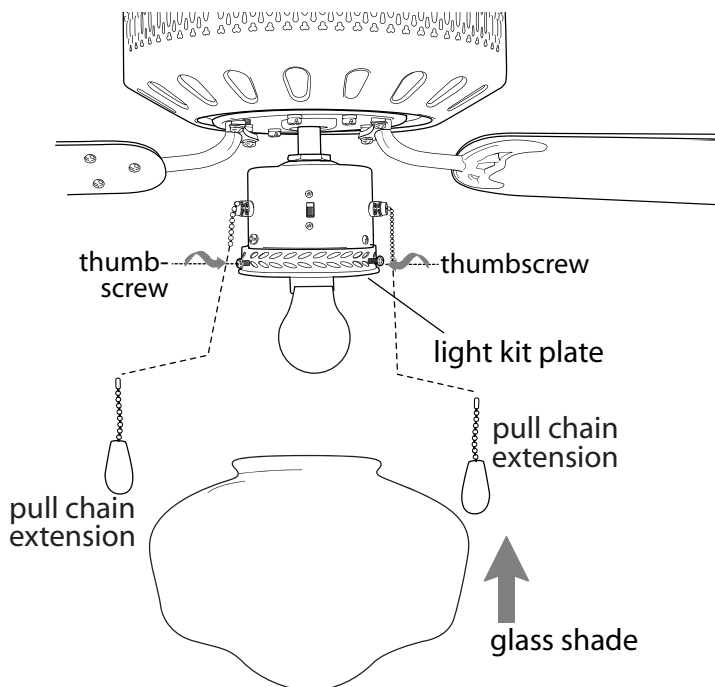


## 10. Light Assembly. (cont.)

Raise glass shade to light kit plate, pushing up gently until lip on glass shade fits securely inside light kit plate. Re-tighten thumbscrews. *Do not overtighten thumbscrews as glass may crack or break.* Make sure that glass shade is secure by pulling down GENTLY on glass shade.

**Note:** Do NOT remove the rubber ring on lip of glass shade as this (along with the thumbscrews) helps hold the glass shade in place.

Attach pull chain extensions supplied or custom pull chain extensions (sold separately) to the ends of the pull chains.



## 11. Testing Your Fan.

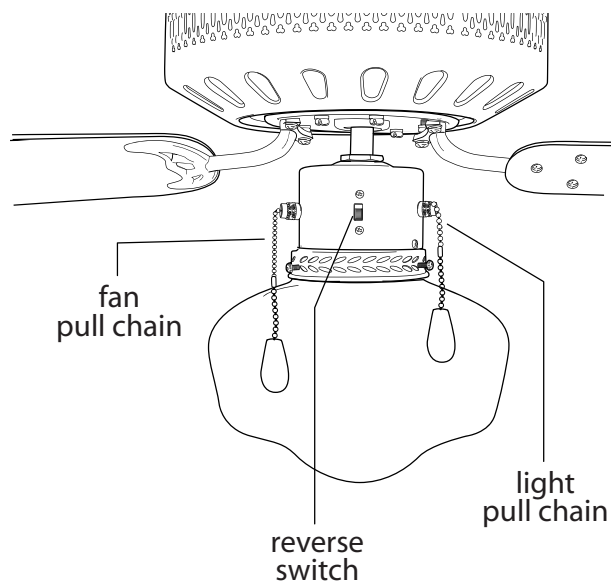
It is recommended that you test fan before finalizing installation. Restore power from circuit box and wall switch. Test fan speeds with the pull chain to the left of the reverse switch. Start at the OFF position (no blade movement). First pull will set the fan to HI. Second pull will set the fan to MEDIUM. Third pull will set the fan to LOW. Fourth pull will re-set the fan to OFF setting. Test light kit with the pull chain to the right of the reverse switch. (Refer to **diagram 1**.) If fan and/or light do (does) not function, please refer to "Troubleshooting" section to solve any issues before contacting Customer Service.

Turn fan completely off *before* moving the reverse switch. Set reverse switch to recirculate air depending on the season:

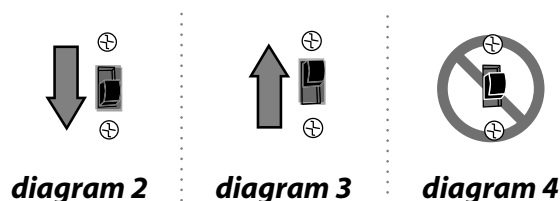
- DOWN position in summer (**diagram 2**)
- UP position in winter (**diagram 3**)

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.

**Important:** Reverse switch must be set either *completely UP* or *completely DOWN* for fan to function. If the reverse switch is set in the *middle* position (**diagram 4**), fan will not operate.



**diagram 1**





## Troubleshooting.

**WARNING:** Failure to disconnect power supply prior to troubleshooting any wiring issues may result in serious injury.

**Problem:** Fan fails to operate.

**Solutions:**

1. Check wall switch to fan.
2. Verify that reverse switch is set completely in either direction.
3. Check to be sure fan is wired properly.

**Problem:** Light kit not lighting.

**Solutions:**

1. Check wall switch to fan.
2. Check that bulb is installed correctly.
3. Check to be sure wires in outlet box are wired properly.

**Problem:** Fan operates but light fails.

**Solutions:**

1. Check that bulb is installed correctly.
2. Check to be sure wires in outlet box are wired properly.
3. Replace defective bulb with same type of bulb.

## Parts Replacement.

For parts and information please refer to "Parts Inventory" on page 2.

Litex Customer Support:

**1-800-527-1292**

## Warranty.

**LITEX 15-YEAR LIMITED WARRANTY:**

LITEX INDUSTRIES, LTD. warrants this fan to the original household purchaser for indoor use under the following provisions:

**1-YEAR WARRANTY:** LITEX INDUSTRIES, LTD. will replace or repair any fan which has faulty performance due to a defect in material or workmanship. Contact Litex Customer Service at **1-800-527-1292** to arrange for return of fan. Return fan, shipping prepaid, to Litex Industries, Ltd. We will repair or ship you a replacement fan, and we will pay the return shipping cost.

**5-YEAR WARRANTY:** LITEX INDUSTRIES, LTD. will repair or replace, at no charge to the original purchaser, any fan motor that fails to operate satisfactorily when failure results from normal use.

**RETURN FAN MOTOR ONLY,** shipping prepaid, to Litex Industries. We will repair or ship purchaser a replacement motor and Litex will pay the return shipping cost.

**6 to 15-YEAR LIMITED WARRANTY:** LITEX INDUSTRIES, LTD. will repair the fan, at no charge to the original purchaser for labor only, if the fan motor fails to operate satisfactorily when failure results from normal use. Parts used in the repair will be billed to the purchaser at prevailing prices at time of repair.

The purchaser shall be responsible for all costs incurred in the removal, reinstallation and shipping of the product for repairs.

This warranty does not apply when damage from mechanical, physical, electrical or water abuse results in causing the malfunction. Deterioration of finishes or other parts due to time or exposure to salt air is specifically exempted under this warranty.

Neither Litex Industries nor the manufacturer will assume any liability resulting from improper installation or use of this product. In no case shall the company be liable for any consequential damages for breach of this, or any other warranty expressed or implied whatsoever. This limitation as to consequential damages shall not apply in states where prohibited.

