

# Owners Manual



ASHLEY

Net weight

KGS.  
LBS.



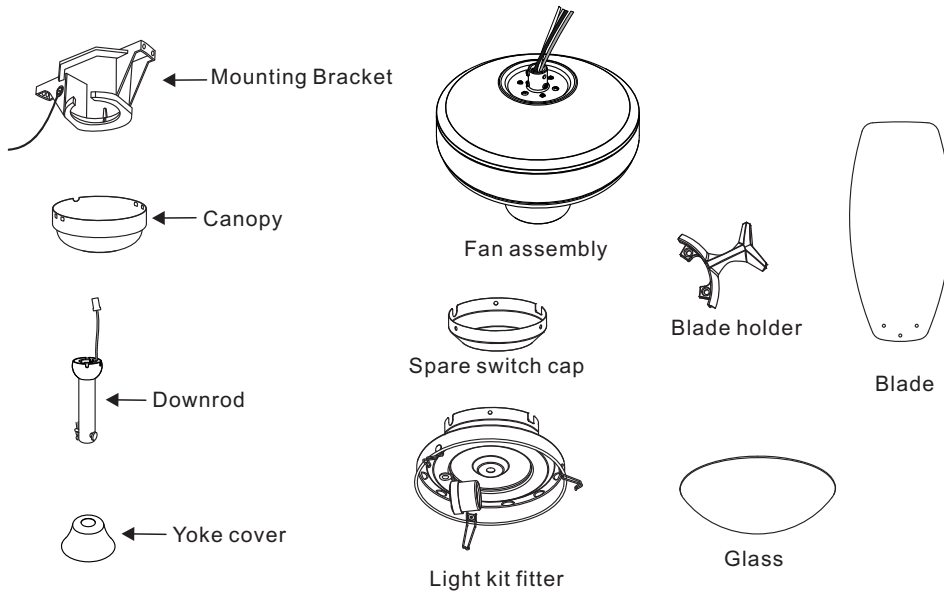
**WARNING :** Read and follow these instructions carefully and be mindful of all warnings shown throughout.

# READ AND SAVE THESE INSTRUCTIONS

**WARNING : TO REDUCE THE RISK OF FIRE, ELECTRICAL SHOCK, OR INJURY TO PERSONS, PLEASE OBSERVE THE FOLLOWING :**

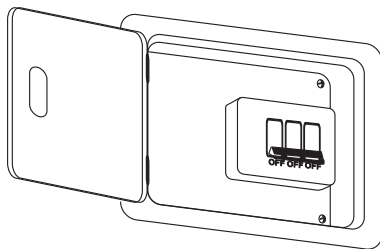
1. To ensure the success of the installation, be sure to read the instructions and review the diagrams thoroughly before beginning.
2. To avoid possible electric shock, be sure electricity is turned off at the main power box before wiring. All electrical connections must be made in accordance with local codes, ordinances and/or the National Electric Code. If you are unfamiliar with the methods of installing electrical wiring and products, secure the services of a qualified and licensed electrician as well as someone who can check the strength of the supportive ceiling members and make the proper installations and connections.
3. Make sure that your installation site will not allow rotating fan blades to come in contact with any object. Blades should be at least 2.3 M from floor when fan is in operation.
4. If possible, mount ceiling fan on a ceiling joist - the joist must be able to support the motion and weight of the moving fan. If the fan will be mounted on a ceiling outlet box, a 4" x 2-1/8" deep METAL octagon box is required ; one UL listed as " suitable for fan support ". The box and its supporting members must not be able to twist or work loose. DO NOT USE PLASTIC BOXES. Installation on a concrete ceiling should be performed by qualified personnel.
5. Blades should be attached after motor housing is hung and in place. Fan motor housing should be kept in carton until ready to be installed to protect its finish. If you are installing more than one ceiling fan, make sure that you do not mix fan blade sets.
6. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into 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 the " HOT " wires on the other side.
7. Electrical diagrams are for reference only. Light kits that are not packed with the fan must be UL listed and should be installed per the light kit's installation instructions.
8. After fan is completely installed, check to make sure that all connections are secure to prevent fan from falling and/or causing damage or injury.
9. The fan can be made to work immediately after installation - the bearings are adequately charged with grease. So that, under normal conditions, further lubrication should not be necessary.
10. The fan must be turned off and stopped before reversing fan direction.
11. This fan is suitable for indoor location use .

# 1. Unpack and inspect fan carefully to be certain all contents are included.



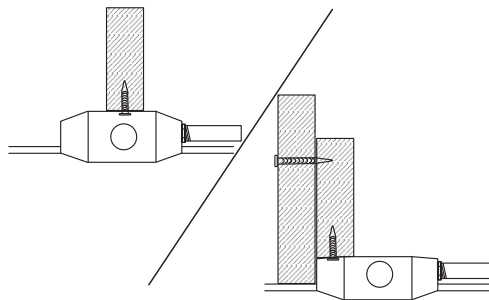
## Hardware bag

Spring Washer	2 pcs	
Lock Washer	2 pcs	
Wood Screw	2 pcs	
Pull Chain Knob	2 pc	
Blade Balance Kit	1 pc	
Blade Screw	13 pcs	
Paper Washer	13 pcs	
Motor screw	9 pc	
Wire nuts	3pcs	
canopy set screw	3pcs	



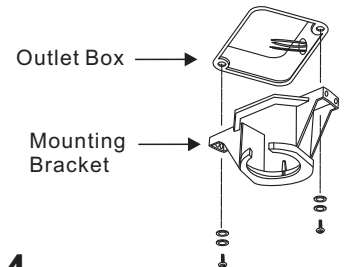
## 2.

Turn off power at breaker box to avoid possible electrical shock.



## 3.

Use metal outlet box suitable for fan support. Secure outlet box directly to the building structure using wood screws (included). Outlet box must support 40 lbs min.



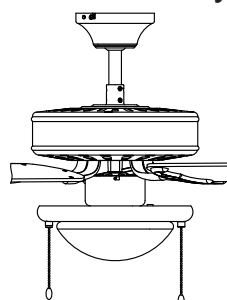
## 4.

Install mounting bracket to Outlet box in ceiling using washers and the mounting screws provided with the outlet box.

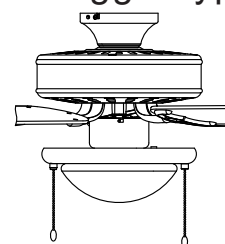
**Do not use existing mounting bracket, replace it with new mounting bracket from box.**

# 5. This fan has two installation options and may be installed one of two ways.

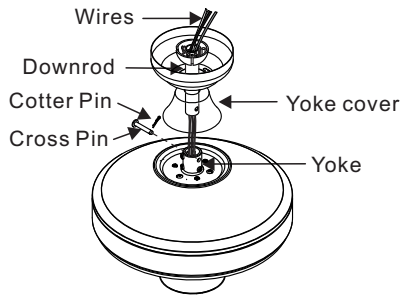
## 5a. Downrod type



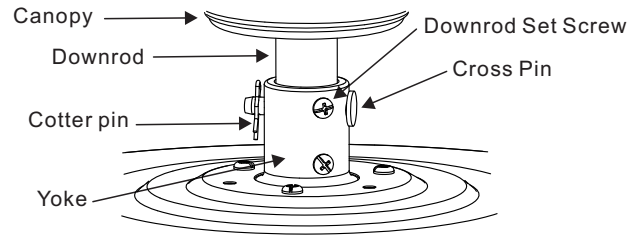
## 5b. Hugger type



## 5a-1. Yoke & Downrod Assembly



- 5a. Insert downrod through canopy and yoke cover, then insert wires through downrod.  
 5b. Insert the downrod assembly into yoke.  
 5c. Insert the cross pin through Yoke and downrod and secure with cotter pin.

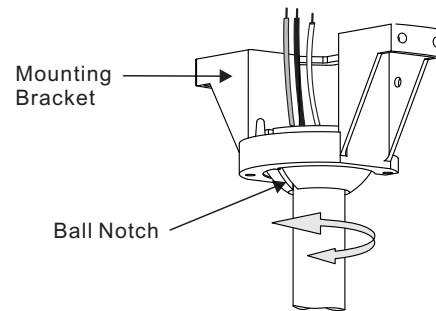


- 5d. Tighten both set screws to further secure downrod.  
 5e. Pull down the yoke cover through downrod and put in place.

## 5a-2. Hanging the fan



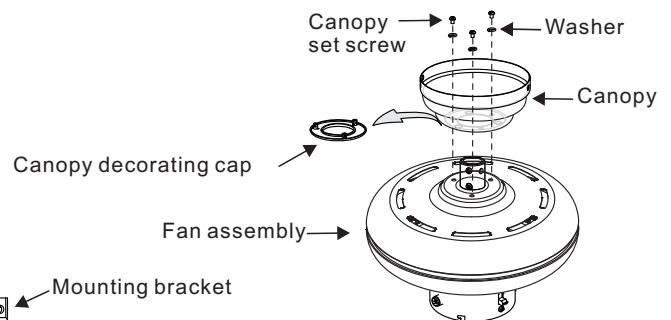
Lift fan assembly onto mounting bracket.



Carefully lift fan assembly onto mounting bracket. Rotate fan so that the groove on the ball engages the ridge in the mounting bracket.

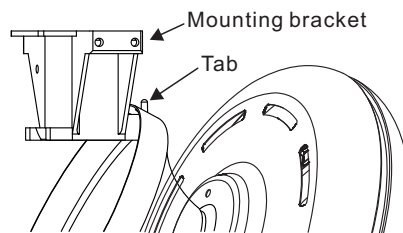
## 5b-1. Yoke & Canopy Assembly

Take off canopy decorating cap from bottom of canopy, then fasten 3 canopy set screws and washers provided from hardware bag onto yoke firmly.



## 5b-2. Hanging the fan

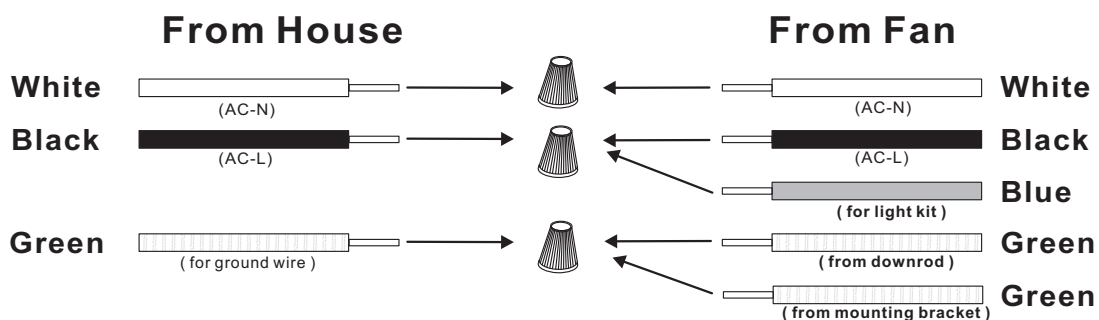
Lift the fan assembly and hang onto the tab on mounting bracket. This will permit you to make the electrical connections without having to hold the fan up as well.



## 5c. Making wire connection ( for 110~120VAC/60Hz )

Follow diagram below and make sure that all exposed wires are secured inside wire nuts.

Note : Wires from house may vary in color and may not include ground wire ( green ). After wiring is completed, gently push wires into junction box with nuts pointing upward.



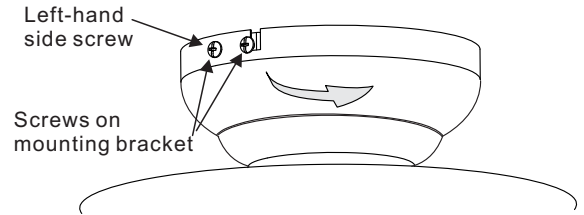
Secure with twist - lock wire nuts (Included).

## 5d. Canopy installation

(1)  
Take off left-hand side screws ( one of each across ) on mounting bracket first, then loosen the other two. Push up the Canopy until the two screws on mounting bracket are engaged with L type slot holes on canopy.

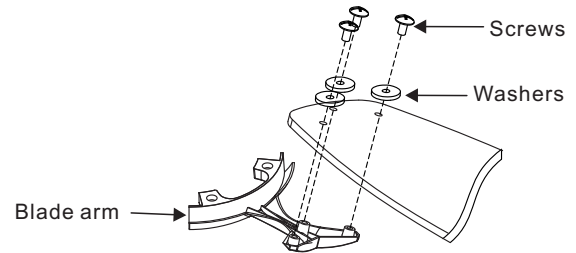
(2)  
Rotate the canopy slightly until the two screw heads are in the L type slot holes.

(3)  
Tighten 4 screws firmly.



## 6. Blades installation

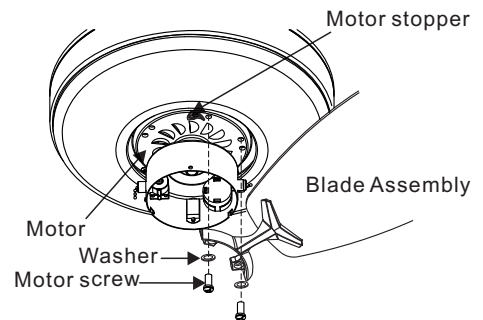
Attach blade to blade arm with screws & washers provided in hardware bag. Make sure that all screws are firmly tightened.



## 7. Blade assembly to motor

Attach the blade assembly to motor using motor screws from hardware bag.

NOTE: Do not bend blade or blade arm to prevent wobble.

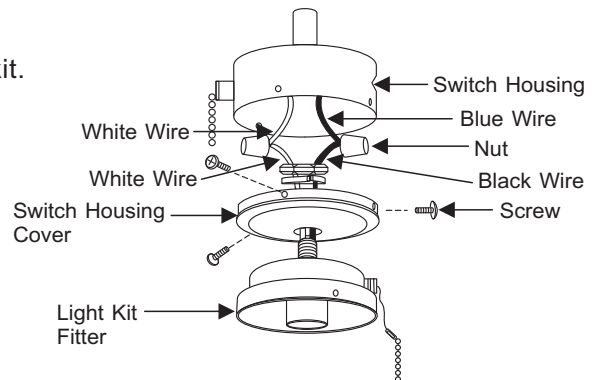


## 8. Make wire connections for light kit

Loosening 3 screws from the switch housing cover of light kit.

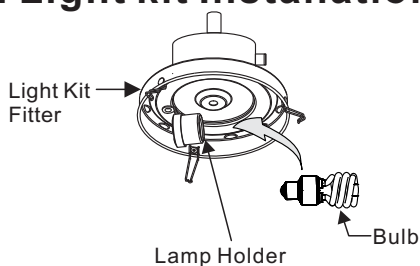
( 1 ). White wire from Light Kit to white wire from fan and connect by wire nut.

( 2 ). Black wire from Light Kit to blue wire from fan and connect by wire nut.

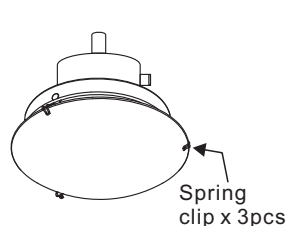


Attach light kit cover and light kit assembly to switch housing by 3 original screws.

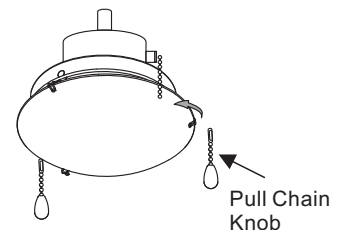
## 9. Light kit Installation



(1)  
Install bulbs ( 13W CFL bulb x 1, included ) to lamp holders on light fixture.



(2)  
Install the glass into light kit fixture by 3 spring clips.



(3)  
Connect knob to pull chain.

## 10. Turn on the power - your fan is ready for operation.