HAMPTON BAY

INSTALLATION AND OPERATION

CEILING FAN WINK ENABLED REMOTE CONTROL

Questions, problems, missing parts? Before returning to the store, call Customer Service 8 a.m. - 6 p.m., EST, Monday-Friday, 9 a.m. - 6 p.m., EST Saturday
1-855-HD HAMPTON
HAMPTONBAY.COM

We appreciate the trust and confidence you have placed in Hampton Bay through the purchase of this remote control. We strive to continually create quality products designed to enhance your home. Visit us online to see our full line of products available for your home improvement needs.
Thank you for choosing Hampton Bay!

Safety Information

WARNING: To avoid possible electrical shock, turn the electricity off at the main fuse box before wiring. If you feel you do not have enough electrical wiring experience, contact a licensed electrician.

CAUTION: Incorrect wire connections will damage this receiver.

CAUTION: To reduce the risk of fire or injury, do not use this product in conjunction with any variable (rheostat) wall control.

NOTE: The battery will weaken with age and should be replaced before leaking takes place as this will damage the hand unit. Dispose of the used battery properly, keep the battery out of the reach of children.

1. YOU MUST SET CEILING FAN TO HIGH SPEED AND LIGHT KIT (IF ANY) TO ON POSITION BEFORE OPERATING REMOTE CONTROL.
2. The supply to the remote control receiver should be connected through a mains switch, i.e. existing wall switch.
3. Disconnect from power supply at wall switch before working on remote control receiver or ceiling fan.
4. Install receiver into the ceiling fan canopy of the fan to ensure proper protection.
5. This unit is to be used for the control of ceiling fan and in a AC110/120V 60Hz power supply only.
6. Do not install in damp locations or immerse in water. (For indoor use only.)
7. Do not pull on or cut leads shorter.
8. Do not drop or bump the unit.
9. Do not mix old and new batteries.
10. Do not mix alkaline, standard (carbon-zinc), or rechargeable (ni-cad, ni-mh, etc.) batteries.

Warranty

The supplier warrants the remote control and receiver to be free from defects in workmanship and material present at time of shipment from the factory for a period of one year after the date of purchase by the original purchaser. We agree to correct such defects without charge or at our option replace with a comparable or superior model if the product is returned. To obtain warranty service, you must present a copy of the receipt as proof of purchase. All costs of removing and reinstalling the product are your responsibility. Damage to any part such as by accident or misuse or improper installation or by affixing any accessories, is not covered by this warranty. Servicing performed by unauthorized persons shall render the warranty invalid. There is no other express warranty. Home Depot hereby disclaims any and all warranties, including but not limited to those of merchantability and fitness for a particular purpose to the extent permitted by law. The duration of any implied warranty which cannot be disclaimed is limited to the time period as specified in the express warranty. Some states do not allow a limitation on how long an implied warranty lasts, so the above limitation may not apply to you. The retailer shall not be liable for incidental, consequential, or special damages arising out of or in connection with product use or performance except as may otherwise be accorded by law. Some states do not allow the exclusion of incidental or consequential damages, so the above exclusion or limitation may not apply to you. This warranty gives specific legal rights, and you may also have other rights which vary from state to state. This warranty supersedes all prior warranties. Shipping costs for any return of product as part of a claim on the warranty must be paid by the customer.
Contact the Customer Service Team at 1-855-HD HAMPTON or visit www.HAMPTONBAY.COM

Pre-Installation

TOOLS REQUIRED

Phillips screwdriver · Flathead screwdriver · Adjustable wrench · Electrical tape · Wire cutter
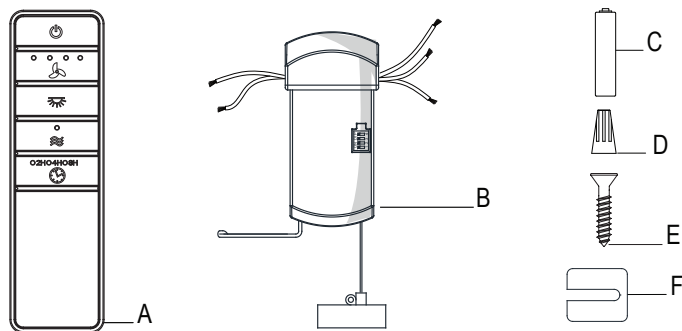
Step ladder

PACKAGE CONTENTS

Part	Description	Quantity
A	Remote control	1
B	Receiver	1
C	AAA 1.5V battery	2
D	Plastic wire connector	5
E	White painting screw	1
F	Rubber isolated pad	2

IMPORTANT: This product and/or components are governed by one or more of the following U.S. Patents: 5,947,436; 5,988,580; 6,010,110; 6,046,416, 6,210,117 and other patents pending.

Installation

1 Setting the codes on the remote control and receiver

NOTE: The frequencies on your receiver and hand unit have been preset at the factory. Before installing the receiver, make sure the dip switches on the receiver and hand unit are set to the same frequency. The dip switches on the hand unit are located inside the battery compartment.

NOTE: The battery will weaken with age and should be replaced before leaking takes place as this will damage the hand unit. Dispose of the used battery properly, keep the battery out of the reach of children.

NOTE: It is imperative that the code used for both transmitter and receiver is exactly the same, otherwise remote controller will not work.
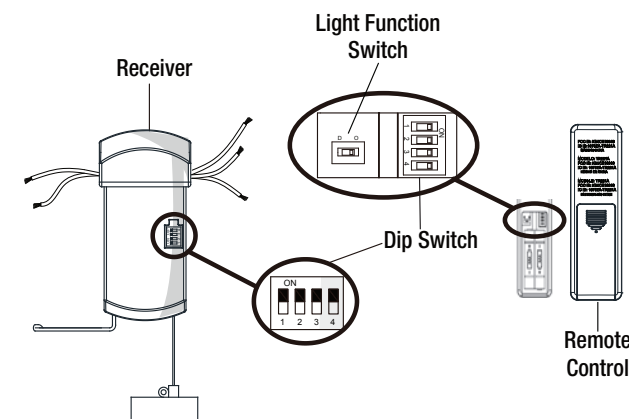
Setting the Code on the Remote
Remove the battery cover on the back of the remote control by pressing firmly on the arrow and sliding the cover off.
Slide the code switches to your choice of either up or down. The factory setting is up.
For fans with dimmable bulbs, slide the "Light Function" switch (0/D) to the position marked "D". If you are using non dimmable bulbs slide the "Light Function" switch to the "0" position.
Install two 1.5V AAA batteries (included). Replace the battery cover on the remote control.

Setting the Code on the Receiver
Slide the code switches on the receiver to the same positions as set on the remote control.

Light Function Switch

Receiver

Dip Switch

Remote Control

Installation (continued)

2 Installing the rubber isolated pads

Loosen the two screws provided with the outlet box; insert two rubber isolated pads (F) between the mounting bracket and the outlet box; firmly tightened the two screws.

3 Installing the receiver

WARNING: To reduce the risk of fire or electric shock, remember to disconnect power. The electrical wiring must meet all local and national electrical code requirements. The electrical source and fan must be 110/120 volt, 60Hz. Do not use this product in conjunction with any variable wall control. Incorrect wire connection can damage this receiver.

CAUTION: If fan or house wires are a different color, have this unit installed by a licensed electrician.

CAUTION: Do not install in a damp location or immerse in water (For indoor use only). Do not pull on or cut leads shorter. Do not drop or bump the unit.

NOTE: The ceiling fan must be set at HIGH speed and light kit (if installed) should be set to the ON position.

NOTE: For better performance with the WINK system, the T-Shaped antenna stick should be mounted to the ceiling outside of the fan's ceiling canopy using the pre-mounted double-stick tape and wood screw (included).

Position the house supply wires (AAA) to one side of the slide-on mounting bracket; position the fan wires (BBB) to the opposite side.

Insert the narrow end of the receiver (as shown, flat side towards the ceiling) into the slide-on mounting bracket until it rests on top of the ball/downrod assembly. The canopy comes up to cover the receiver and bracket.

Outlet box · Mounting Bracket · WINK antenna · Receiver antenna (Leave connected and do not cut) · AAA · BBB · WINK antenna · Receiver antenna · CEILING · WINK antenna mount to ceiling using wood screw · VIEW AFTER INSTALLATION

Installation (continued)

4 Wiring the receiver to the household wiring

WARNING: To avoid possible electrical shock, turn the electricity off at the main fuse box before wiring. If you feel you do not have enough electrical wiring knowledge or experience, contact a licensed electrician.

WARNING: Each wire not supplied with this fan is designed to accept up to one 12-gauge house wire and two wires from the fan. If you have larger than 12-gauge house wiring or more than one house wire to connect to the fan wiring, consult an electrician for the proper size wire nuts to use.

IMPORTANT: Use the wire connecting nuts (AA) supplied with your fan. Secure the connectors with electrical tape and ensure there are no loose strands or connections.

Spread the wires apart so that the green and white wires are on one side of the outlet box and the black wire is on the other side.
Connect the green fan wires to the household ground wire (this may be a green or bare wire) using a wire connecting nut (AA).
Connect the receiver black (or red) wire to the household black (hot) wire using a wire connecting nut (AA).
Connect the receiver white wire to the household white wire (neutral) wire using a wire connecting nut (AA).
Secure each wire connecting nut using electrical tape.

C (x3) · Outlet Box in the ceiling (MM) · Black · Black (or Red) · White · Green (or Bare) · Green · Antenna · B
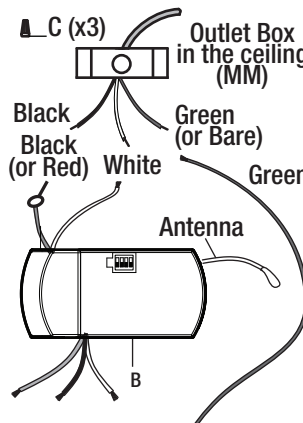
5 Wiring the fan to the receiver

IMPORTANT: Use the wire connecting nuts (AA) supplied with your fan. Secure the connectors with electrical tape and ensure there are no loose strands or connections.

Connect the fan motor white wire to the receiver white wire using a wire connecting nut (AA).
Connect the fan motor black wire to the receiver black wire using a wire connecting nut (AA).
Connect the fan motor blue wire to the receiver blue wire using a wire connecting nut (AA).
Secure each wire connecting nut using electrical tape.
Turn the wire connecting nut (AA) upward and push the wiring into the outlet box (MM).

C (x3) · Outlet box in the ceiling (MM) · Green · B · Antenna · Blue · Black · White
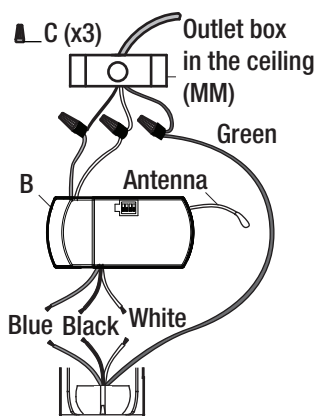
Operating Your Remote Control

1 Operating the remote control

⏻ -Press and release the ⏻ button to turn the fan on or off.
Press and hold the ⏻ button for 3 seconds to use the "walk away time delay"; this will activate the light for 30 seconds (if you are using dimmable bulbs the light will be activated at 50% brightness.

- Fan Speed - LED's on the fan speed button will illuminate to the corresponding speed.
  ●●●●● Press button once - turns the fan on high speed.
  ●●●○ Press button twice - turns the fan on medium-high speed.
  ●●○○ Press button three times - turns the fan on medium-low speed.
  ●○○○ Press button four times - turns the fan on low speed.
  Press button five times - fan will turn off.

- Light ON/OFF
  Press and release the button to turn the light on or off.
  If you are using dimmable bulbs and you have previously set the dip switch in your remote control to the "D" position, press and hold the button to activate the dimmer function.

- Comfort Breeze™ - Press and release the button to enable Comfort Breeze™; this will change your fan speed randomly, simulating a relaxing breeze. To cancel this feature press or .

⏱ - Timer
- While the fan is on press button once - turns on a 2 hour run timer.
- While the fan is on press button twice - turns on a 4 hour run timer.
- While the fan is on press button three times - turns on a 8 hour run timer.

Operating Fan with the WINK App

1 Downloading the WINK Application

Using your smart device, navigate to the application store (Apple App Store or Google Play). Download the free WINK app and create an account.
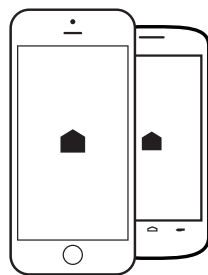
2 Connecting to the WINK Hub

Ensure your WINK Hub is connected to WiFi by confirming the indicator light is a solid blue color.
With the app open, select "add a product."
Choose the WINK Hub and follow the instructions on the app to add your fan.

NOTE: Be sure your WINK Hub is plugged in and within range of your fan. Refer to Wink Hub user manual for the range.

3 Pairing the Fan to the WINK Hub

When instructed, turn on your fan. Once pairing is successful, the fan will turn on at low speed and the light will blink 5 times.

NOTE: If using a dimmer with these lights, set dimmer at highest setting for best results.

NOTE: Reset your fan if the pairing is taking longer than expected. Turn off your fan for 3 seconds, then turn it back on for 3 seconds. Repeat these steps 5 times. The light will blink 3 times when factory reset is successful. If the pairing failed, please reset the device to original setting and re-start the pairing.

Fan Light Settings
- During set up, the customer is asked if the fan has a light kit.
- If your fan has a light, select "Fan Light On."
- If your fan does not have a light, select "Fan Light Off."
- Press SAVE to confirm.

SUCCESS!
Your fan light is now configured.
NEXT
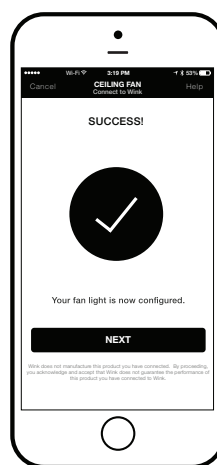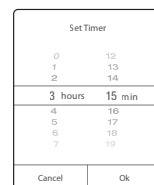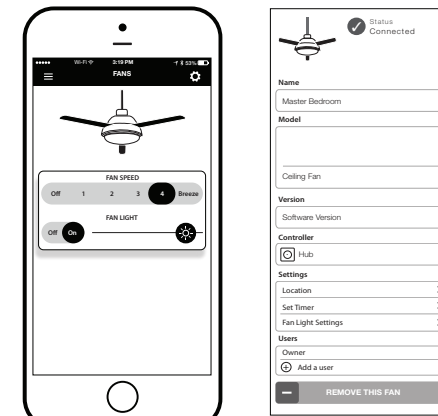
Control the Fan with the WINK App

4 Operating Your Remote Control

Fan Speed
- OFF - Turns fan off
- 1- Turns the fan to Low speed.
- 2- Turns the fan to Medium speed.
- 3- Turns the fan to Medium 2 speed.
- 4- Turns the fan to High speed.
- BREEZE- Randomly alternates fan speeds to create an organic breeze effect.

Fan Light
- OFF/ON - Turns fan light off or on.
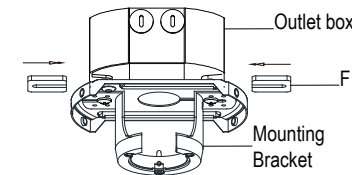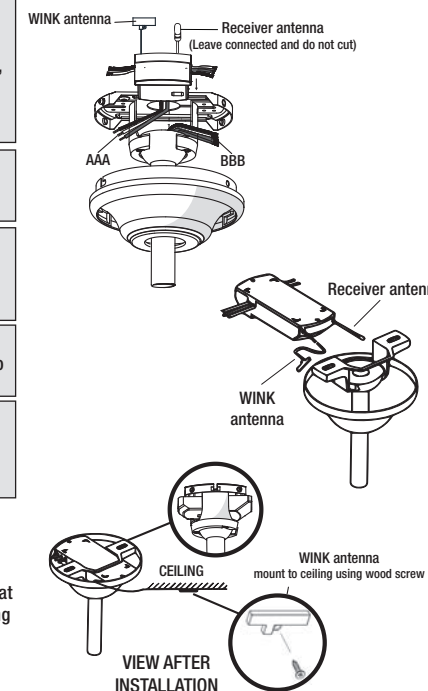- Select and slide to dim or brighten light.

Timer
When on "fan control screen," press settings button in upper right corner to display the settings panel.
- Select fan to display control panel.
- Scroll down the control panel and select "Set Timer."
- Scroll through the hours and minute columns to select the duration of the timer.
- Press OK to start the timer.
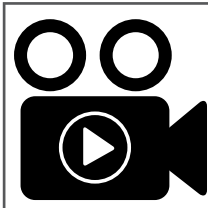

HAMPTON BAY

USE AND CARE GUIDE

SOUTHWIND 52-INCH CEILING FAN
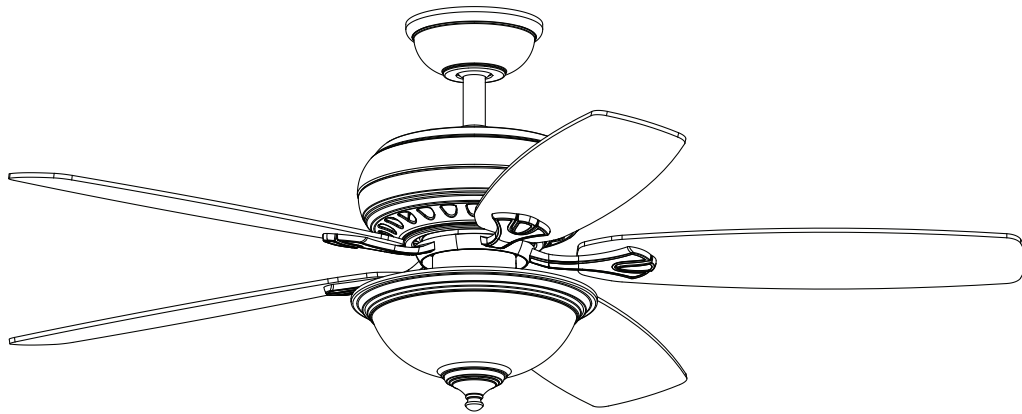
Questions, problems, missing parts? Before returning to the store call
Hampton Bay Customer Service
8 a.m. - 7 p.m., EST, Monday-Friday, 9 a.m. - 6 p.m., EST, Saturday

1-855-HD-HAMPTON

HAMPTONBAY.COM

To view an instructional video on how to install this product:

1. **Go to www.homedepot.com and enter either the Item or Model number, found in the top right corner of the cover of this instruction manual, in the search field.**
2. **Click on your product from the list of search results and click on the video link in the "Product Overview" section.**

THANK YOU
We appreciate the trust and confidence you have placed in Hampton Bay through the purchase of this ceiling fan. We strive to continually create quality products designed to enhance your home. Visit us online to see our full line of products available for your home improvement needs.
Thank you for choosing Hampton Bay!

Table of Contents

Safety Information

1. To reduce the risk of electric shock, ensure the 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 70-1999 and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.

3. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 35 lbs. (15.9 kg). Use only UL-listed outlet boxes marked "For Fan Support."

4. 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.

5. Do not operate the reversing switch while the fan blades are in motion. You must turn the fan off and stop the blades before you reverse the blade direction.

6. Do not place objects in the path of the blades.

7. To avoid personal injury or damage to the fan and other items, use caution when working around or cleaning the fan.

8. Electrical diagrams are for reference only. Light kits that are not packed with the fan must be UL listed and marked suitable for use with the model fan you are installing. Switches must be UL General Use Switches. Refer to the instructions packaged with the light kits and switches for proper assembly.

9. 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.

10. All setscrews must be checked and retightened where necessary before installation.

WARNING: To reduce the risk of personal injury, do not bend the blade brackets (also referred to as flanges) during assembly or after installation. Do not insert objects in the path of the blades.

WARNING: Remove the rubber motor stops on the bottom of the fan before installing the blades or testing the motor.

WARNING: To reduce the risk of fire or electric shock, do not use this fan with any solid-state speed control device.

WARNING: To avoid possible electrical shock, turn the electricity off at the main fuse box before wiring. If you feel you do not have enough electrical wiring knowledge or experience, contact a licensed electrician.

WARNING: Electrical diagrams are for reference only. Optional use of any light kit shall be UL-listed and marked suitable for use with this fan.

WARNING: To reduce the risk of fire or electric shock, this fan should only be used with fan speed control part no. FAN28R-240W, manufactured by Chia Wei Electric Co.,LTD.

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

Warranty

The supplier warrants the fan motor to be free from defects in workmanship and material present at time of shipment from the factory for a lifetime after the date of purchase by the original purchaser. The supplier also warrants that all other fan parts, excluding any glass or acrylic blades, to be free from defects in workmanship and material at the time of shipment from the factory for a period of one year after the date of purchase by the original purchaser. We agree to correct such defects without charge or at our option replace with a comparable or superior model if the product is returned. To obtain warranty service, you must present a copy of the receipt as proof of purchase. All costs of removing and reinstalling the product are your responsibility. Damage to any part, such as by accident, misuse, improper installation, or by affixing any accessories, is not covered by this warranty. Because of varying climatic conditions this warranty does not cover any changes in brass finish, including rusting, pitting, corroding, tarnishing, or peeling. Brass finishes of this type give their longest useful life when protected from varying weather conditions. A certain amount of "wobble" is normal and should not be considered a defect. Servicing performed by unauthorized persons shall render the warranty invalid. There is no other express warranty. Hampton Bay hereby disclaims any and all warranties, including but not limited to those of merchantability and fitness for a particular purpose to the extent permitted by law. The duration of any implied warranty which cannot be disclaimed is limited to the time period as specified in the express warranty. Some states do not allow a limitation on how long an implied warranty lasts, so the above limitation may not apply to you. The retailer shall not be liable for incidental, consequential, or special damages arising out of or in connection with product use or performance except as may otherwise be accorded by law. Some states do not allow the exclusion of incidental or consequential damages, so the above exclusion or limitation may not apply to you. This warranty gives specific legal rights, and you may also have other rights which vary from state to state. This warranty supersedes all prior warranties. Shipping costs for any return of product as part of a claim on the warranty must be paid by the customer.

Contact the Customer Service Team at 1-855-HD-HAMPTON or visit www.HamptonBay.com.

Pre-Installation

SPECIFICATIONS

Size	Speed	Volts	Amps	Watts	RPM	CFM	Net Weight	Gross Weight	Cube Feet
52"	Low	120	0.30	11	60	1446	19.62 lbs. (8.9 kg)	22.05 lbs. (10 kg)	1.68 cu. ft.
	Medium		0.41	27	105	2618			
	High		0.52	59	160	4087			

NOTE: These are approximate measures. They do not include the Amps and Wattage used by the light kit.

TOOLS REQUIRED

Phillips screwdriver

Flat blade screwdriver
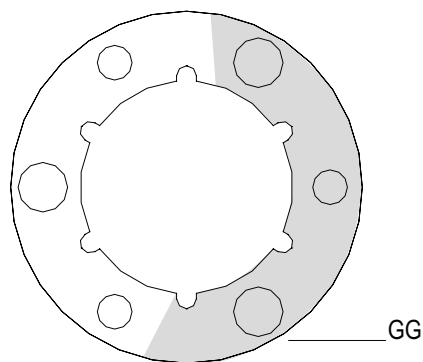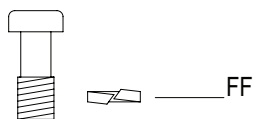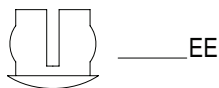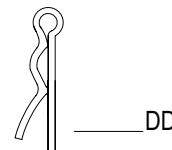
Adjustable wrench

Electrical tape

Wire cutter

Step ladder

3

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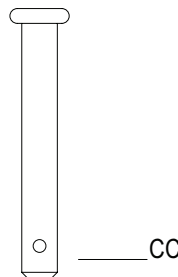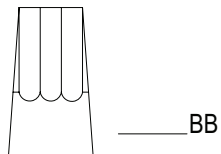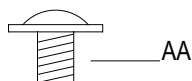Please contact 1-855-HD-HAMPTON for further assistance.

Pre-Installation (continued)

## HARDWARE INCLUDED

NOTE: Hardware not shown to actual size.

_____AA

_____BB

_____CC

_____DD

_____EE

_____FF

_____GG

Part	Description	Quantity
AA	Blade attachment hardware	16
BB	Plastic wire connector	3
CC	Hanger pin	1
DD	Locking pin	1

Part	Description	Quantity
EE	Extra plastic plug (to be used for fan without light kit)	1
FF	Extra blade bracket hardware (screw and lock washer)	1
GG	Close-to-ceiling mount hardware (rubber gasket)	1

PACKAGE CONTENTS

A

B

C

D

E

F

G

H

I

J

K
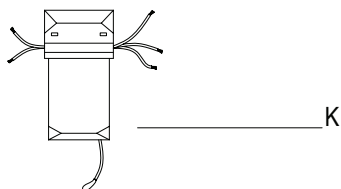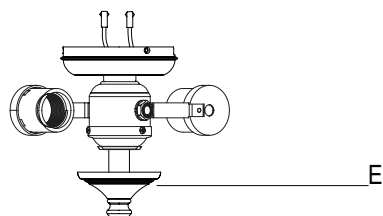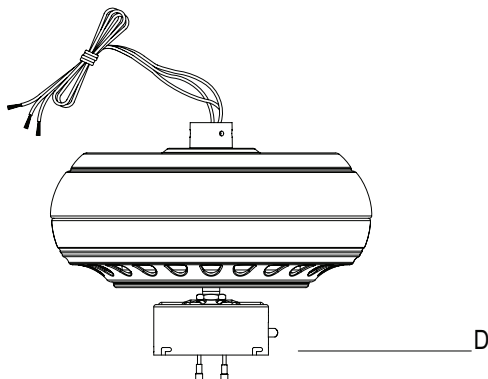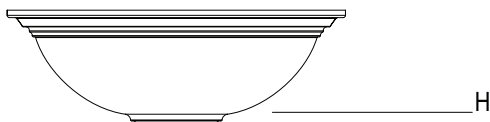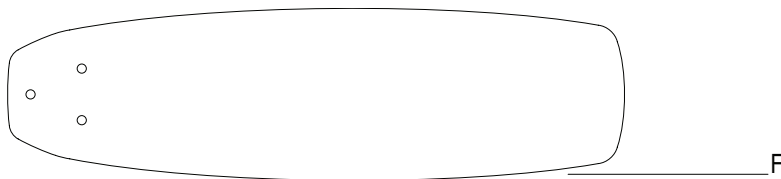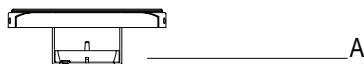
Part	Description	Quantity
A	Slide-on mounting bracket (inside canopy)	1
B	Ball/downrod assembly	1
C	Canopy with canopy ring attached	1
D	Fan-motor assembly	1
E	Light kit fitter assembly	1

Part	Description	Quantity
F	Blade	5
G	Blade bracket (flange), screws pre-installed	5
H	Glass bowl	1
I	Light bulbs, 9-Watt maximum	2
J	Transmitter (battery included)	1
K	Receiver	1

IMPORTANT: This product and/or components are governed by one or more of the following U.S. Patents: 5,947,436; 5,988,580; 6,010,110; 6,046,416, 6,210,117 and other patents pending.

5

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Please contact 1-855-HD-HAMPTON for further assistance.

Installation

MOUNTING OPTIONS

WARNING: To reduce the risk of fire, electric shock, or personal injury, mount the fan to an outlet box marked ''acceptable for fan support of 35 lbs. (15.9 kg) or less'', and use the screws provided with the outlet box. An outlet box commonly used for the support of lighting fixtures may not be acceptable for fan support and may need to be replaced. If in doubt, consult a qualified electrician.

If your ceiling fan does not have an existing UL-listed mounting box, then install one using the following instructions:

☐ Disconnect the power by removing the fuses or turning off the circuit breakers.

☐ Secure the outlet box directly to the building structure.

Use the appropriate fasteners and materials. The outlet box and its bracing must be able to fully support the weight of the moving fan (at least 35 lbs.). Do not use a plastic outlet box.

The illustrations below show three different ways to mount the outlet box.

Outlet Box

Outlet box

Provide Strong
Support

Recessed
Outlet
Box

Ceiling
Mounting
Plate
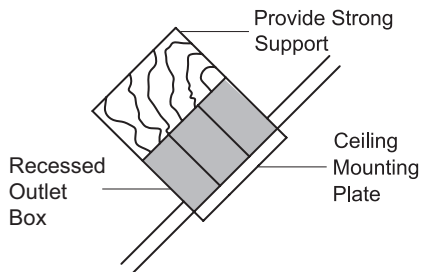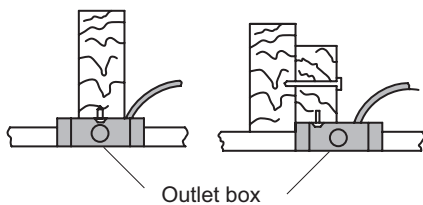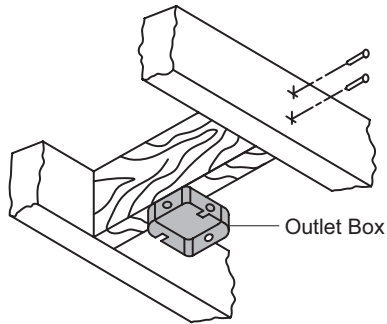
NOTE: You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling. The maximum angle allowable is 30° away from horizontal.

Hanger bar

Outlet Box
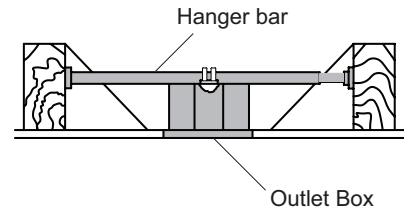
If the canopy touches the downrod, then remove the decorative canopy bottom cover and turn the canopy 180° before attaching the canopy to the mounting plate.

To hang your fan where there is an existing fixture but no ceiling joist, you may need an installation hanger bar as shown above

(available at any Home Depot store).

Assembly - Standard Ceiling Mount

1 Preparation for mounting

- ☐ Remove the canopy ring (JJ) from the canopy (C) by turning the ring counter clockwise until it unlocks.
- ☐ Remove the mounting bracket (A) from the canopy (C) by loosening the two canopy screws (HH) located in the "L shaped slots".
- ☐ Remove and save the two canopy screws (II) in the round holes. This will enable you to remove the mounting bracket (A).

HH ————— A

II
C

JJ
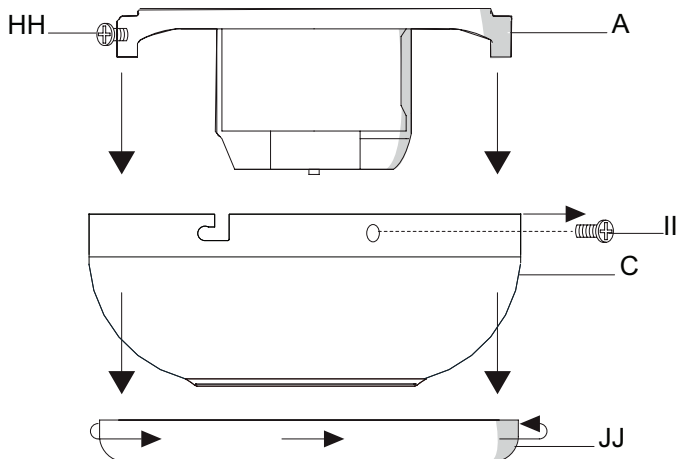
2 Routing the wires

- ☐ Route the wires exiting the top of the fan motor (D) and through the canopy ring (K).
- ☐ Make sure the slot openings are on top and route the wires through the canopy (C) and then through the ball/downrod assembly (B).

K

B

D
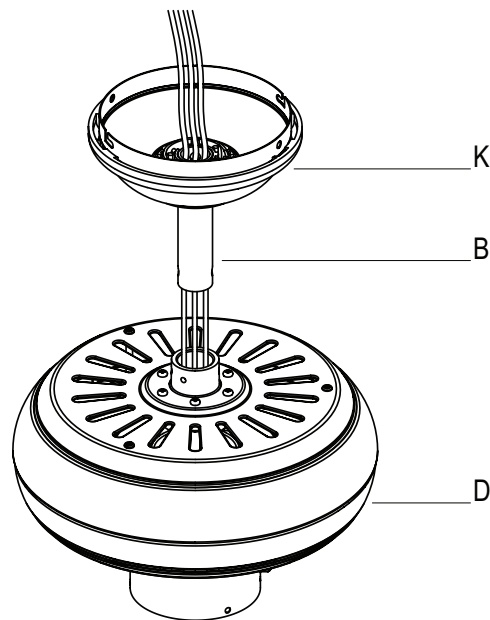
3 Assembling the fan

⚠ **WARNING: Failure to properly install the locking pin could result in the fan becoming loose and possibly falling.**

- ☐ Loosen, but do not remove, the setscrew on the collar (P) on top of the motor housing.
- ☐ Align the holes at the bottom of the downrod (B) with the holes in the collar (P) on top of the motor housing.
- ☐ Carefully insert the hanger pin (CC) through the holes in the collar (P) and downrod (B). Be careful not to jam the hanger pin (CC) against the wiring inside the downrod (B).
- ☐ Insert the locking pin (DD) through the hole near the end of the hanger pin (CC) until it snaps into its locked position.
- ☐ Re-tighten the setscrews on the collar (P) on top of the motor housing.

CC

P

DD

D
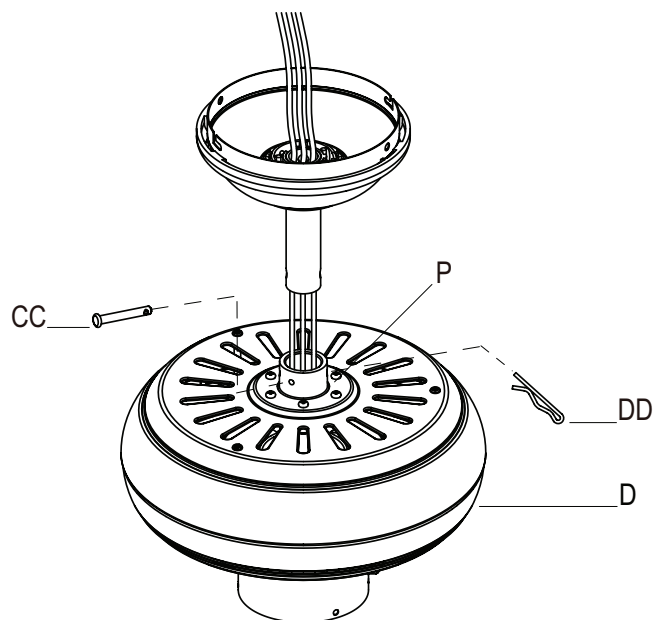
Assembly - Close-To-Ceiling Mounting

1 Preparation for close to ceiling mounting

☐ Remove the canopy ring (JJ) from the canopy (C) by turning the ring counter-clockwise until it unlocks.

☐ Remove the mounting bracket (A) from the canopy (C) by loosening the two canopy screws (HH) located in the "L shaped slots".

☐ Remove and save the two canopy screws (II) in the round holes. This will enable you to remove the mounting bracket (A).

☐ Remove the decorative canopy bottom cover (KK) from the canopy (C) by depressing the three studs.
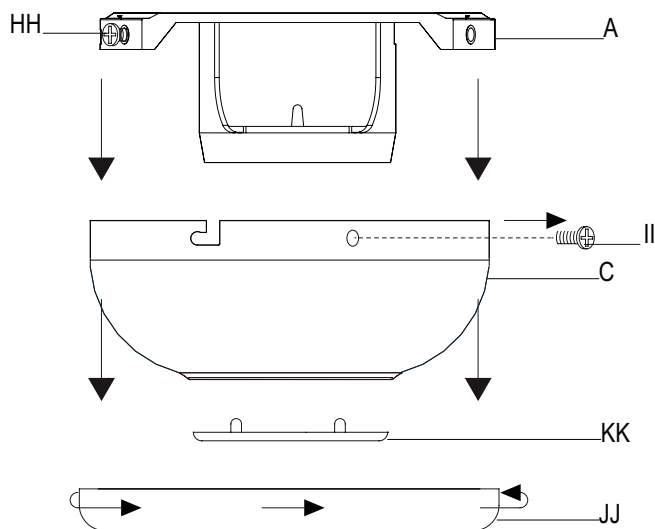
2 Routing the wires

☐ Remove three of the six screws and lock washers (LL) (every other one) securing the motor collar (P) to the top of the fan motor housing (D).

☐ Route the wires exiting the top of the fan motor assembly (D) through the rubber gasket (GG) aligning the holes in the rubber gasket (GG) with the three screw holes in the fan-motor assembly (D).

☐ Route the wires exiting the top of the fan motor assembly (D) through the canopy ring (JJ), and the canopy (C) (make sure the slot openings for the canopy ring and canopy are on top). Place the canopy (C) over the collar (P) at the top of the motor assembly (D).

☐ Align the mounting holes with the holes in the motor (D) and fasten, using the three screws and lock-washers (LL) removed previously. Tighten the mounting screws securely.
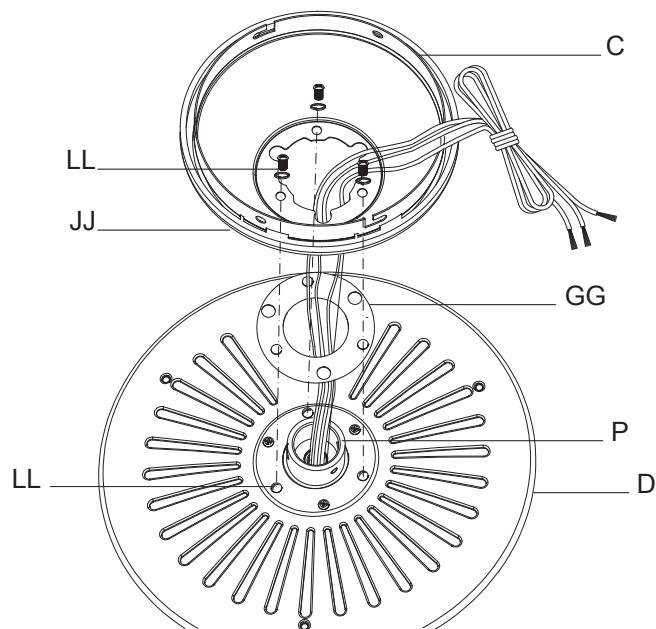
Assembly - Hanging the Fan

3 Attaching the fan to the electrical box

⚠️ WARNING: To reduce the risk of fire, electric shock, or other personal injury, mount the fan to an outlet box or supporting system marked acceptable for fan support and use the mounting screws provided with the outlet box.

☐ Pass the 120-Volt supply wires through the center hole in the mounting bracket (A).

☐ Install the ceiling mounting plate on the outlet box by sliding the mounting bracket (A) over the two screws (HH) provided with the outlet box. If necessary, use leveling washers (not included) between the mounting bracket (A) and the outlet box. Note that the flat side of the mounting bracket (A) is toward the outlet box.

☐ Securely tighten the two mounting screws (HH).
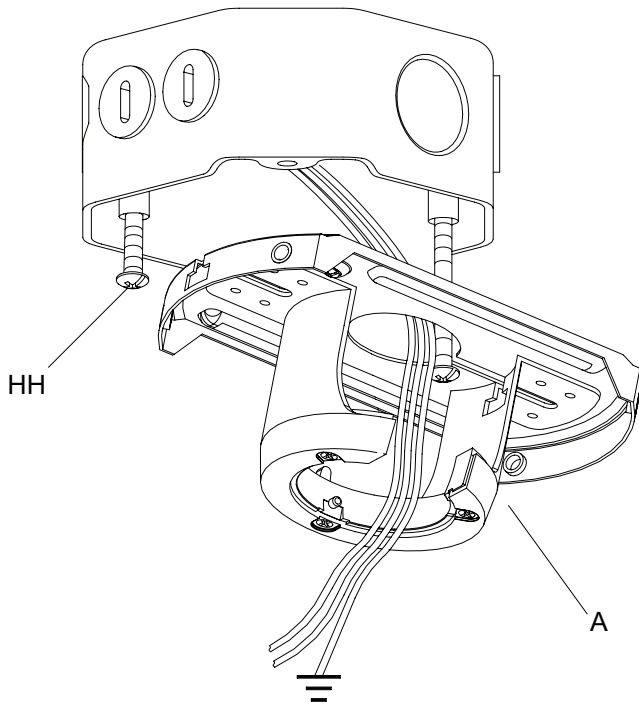
4 Hanging the fan

⚠️ WARNING: The hook as shown is only to balance fan while attaching wiring. Failure to hang as shown may result in hook breaking, causing the fan to fall. Hook must pass from inside to outside of canopy.

☐ Carefully lift the fan motor assembly (D) up to the mounting bracket (A).

☐ Seat the hanger ball portion of the ball/downrod assembly (B) in the mounting bracket socket. Ensure that the tab on the mounting bracket (A) socket is properly seated in the groove in the hanger ball. If using close-to-ceiling mounting, hang the fan on the hook provided by utilizing one of the holes at the outer rim of the ceiling canopy.

9

HAMPTONBAY.COM
Please contact 1-855-HD-HAMPTON for further assistance.
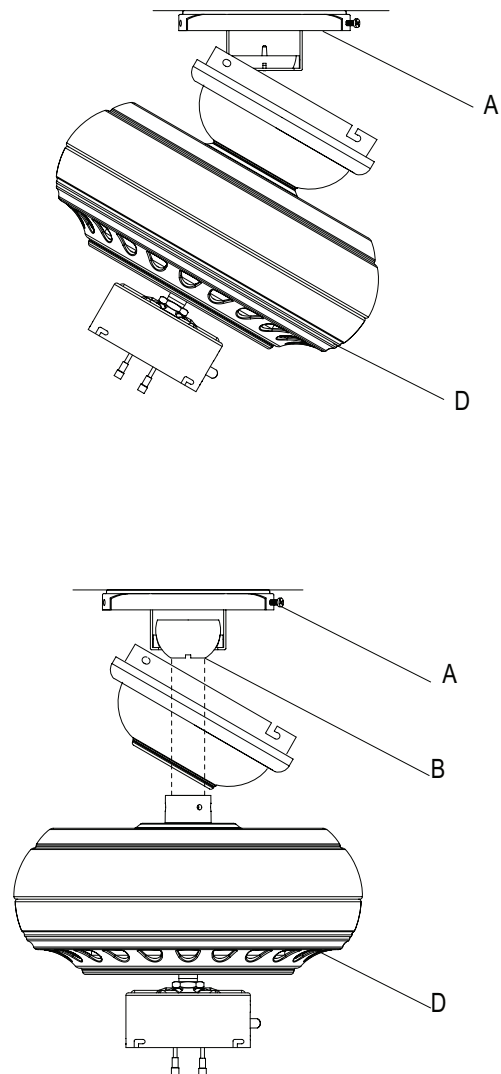
Assembly - Hanging the Fan (continued)

5 Setting the code on the remote control

NOTE: The frequencies on your receiver and hand unit have been preset at the factory. Before installing the receiver, make sure the dip switches on the receiver and hand unit are set to the same frequency. The dip switches on the hand unit are located inside the battery compartment.

NOTE: The switch marked ON/DIM controls the dimming function of the lights: If using CFL bulbs, use a ballpoint pen or small screwdriver to set the switch to ON to disable the dimming function. If using standard bulbs, set the switch to DIM to enable the dimming function.

NOTE: The battery will weaken with age and should be replaced before leaking takes place as this will damage the hand unit. Dispose of used battery properly and keep the battery out of the reach of children.

☐ Remove the remote control (J) battery cover by pressing firmly on the arrow and sliding the cover off.

☐ Slide the dip switches to your choice of either up or down. The factory setting is up.

☐ Slide the dip switches (ZZ) on the receiver (K) to the same position as set on the remote control (J).

☐ Replace the battery cover on the remote control (J).
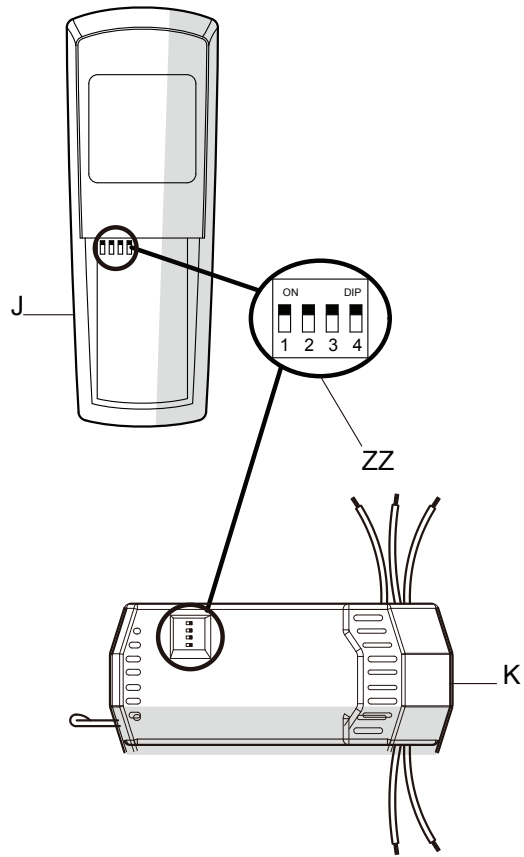
6 Installing the receiver

WARNING: To reduce the risk of fire or electric shock, remember to disconnect power. The electrical wiring must meet all local and national electrical code requirements. The electrical source and fan must be 110/120 volt, 60Hz. Do not use this product in conjunction with any variable wall control. Incorrect wire connection can damage this receiver.

CAUTION: If other fan wires are a different color, have this unit installed by a licensed electrician.

CAUTION: Do not install in a damp location or immerse in water (For indoor use only). Do not pull on or cut leads shorter. Do not drop or bump the unit.

☐ Position the house supply wires (AAA) to one side of the slide-on mounting bracket (A); position the fan wires (BBB) to the opposite side.

☐ Insert the narrow end of the receiver (K) (as shown, flat side towards the ceiling) into the slide-on mounting bracket until it rests on top of the ball/downrod assembly.
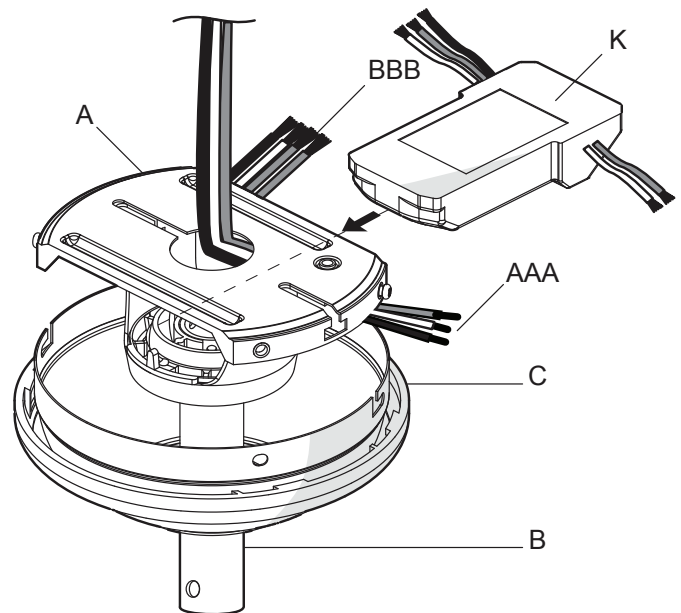
Assembly - Hanging the Fan (continued)

7 Wiring the receiver to the household wiring.

⚠ WARNING: To avoid possible electrical shock, turn the electricity off at the main fuse box before wiring. If you feel you do not have enough electrical wiring knowledge or experience, contact a licensed electrician.
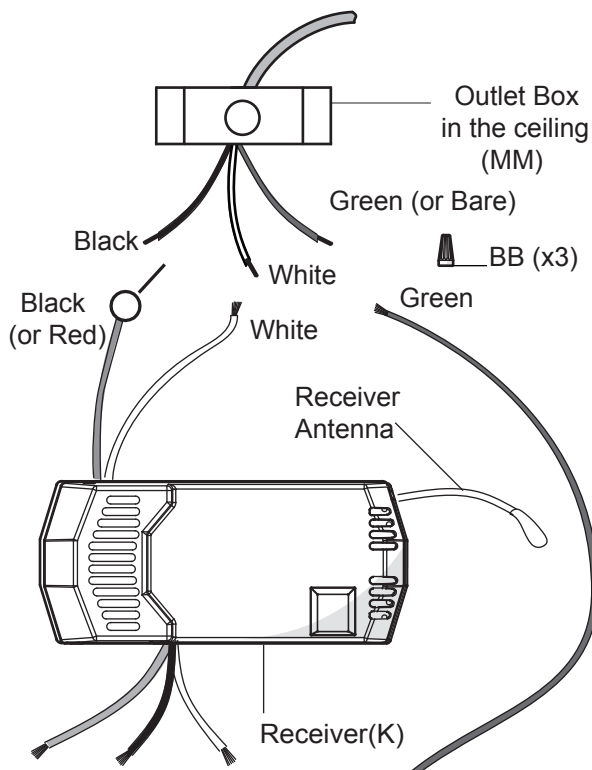
⚠ WARNING: Each wire nut supplied with this fan is designed to accept up to one 12-gauge house wire and two wires from the fan. If you have larger than 12-gauge house wiring or more than one house wire to connect to the fan wiring, consult an electrician for the proper size wire nuts to use.

❗ IMPORTANT: Use the wire connecting nuts (BB) supplied with your fan. Secure the connectors with electrical tape and ensure there are no loose strands or connections.

☐ Spread the wires apart so that the green and white wires are on one side of the outlet box and the black wire is on the other side.

☐ Connect the green fan wires to the household ground wire (this may be a green or bare wire) using a wire connecting nut (BB).

☐ Connect the receiver black (or red) wire to the household black (hot) wire using a wire connecting nut (BB).

☐ Connect the receiver white wire to the household white wire (neutral) using a wire connecting nut (BB).

☐ Secure each wire connecting nut using electrical tape.

Outlet Box in the ceiling (MM)

Green (or Bare)

Black

White

Black (or Red)

White

Green

BB (x3)

Receiver Antenna

Receiver(K)

8 Making the electrical connection

📝 NOTE: The frequencies on your receiver and transmitter have been preset at the factory. Before installing the receiver, make sure the dip switches on the receiver and transmitter are set to the same frequency. The dip switches on the transmitter are located inside the battery compartment.

☐ The fan comes with 54 in. lead wire for use with an extended ball/downrod assembly. If using the 4.5 in. ball/downrod assembly (B) provided, you can cut the lead wires to your desired length (no shorter than 12 in.) This will make extra room in the canopy (C), if you do not wish to cut the wires, you will need to neatly wrap them.

☐ Connect the fan motor white wire to the receiver white wire using a wire connecting nut (BB).

☐ Connect the fan motor black wire to the receiver black wire using a wire connecting nut (BB).

☐ Connect the fan motor blue wire to the receiver blue wire using a wire connecting nut (BB).

☐ Secure each wire connecting nut (BB) using electrical tape.

☐ Turn the wire connecting nut (BB) upward and push wiring into the outlet box (MM).

Outlet box in the ceiling (MM)

Green

Receiver (K)

Receiver Antenna

Blue Black White

BB (x3)
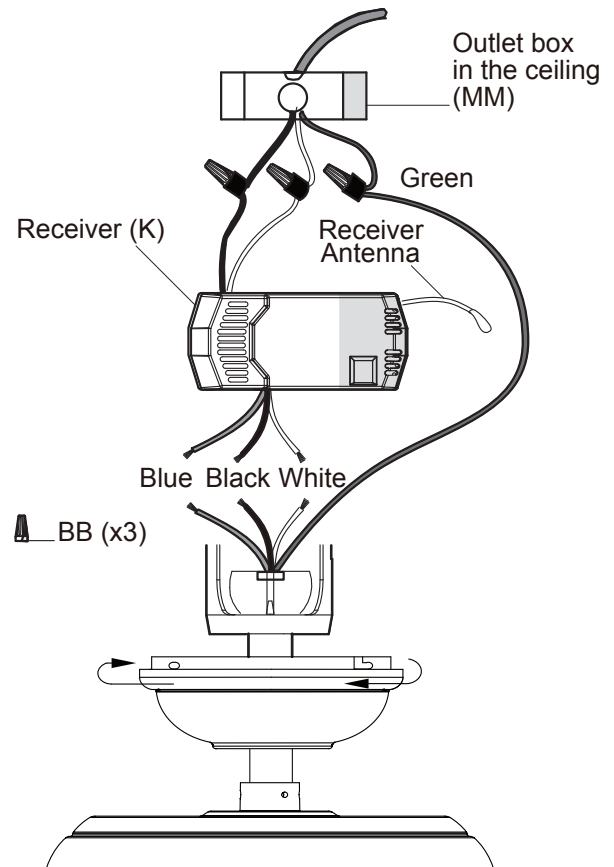
Assembly - Hanging the Fan (continued)

9   Mounting the fan - Standard

⚠️ **WARNING:** When using the standard ball/downrod mounting, the tab in the ring at the bottom of the mounting bracket must rest in the groove of the hanger ball. Failure to properly seat the tab in the groove could cause damage to the wiring.

☐ Align the locking slots of the ceiling canopy (C) with the two screws in the mounting bracket (A). Push up to engage the slots and turn clockwise to lock in place.

☐ Firmly tighten the two mounting screws.

☐ Install the remaining two mounting screws into the holes in the canopy (C) and tighten firmly.

☐ Install the decorative canopy ring by aligning the ring's slots with the screws in the canopy (C). Rotate the ring counter-clockwise to lock in place.
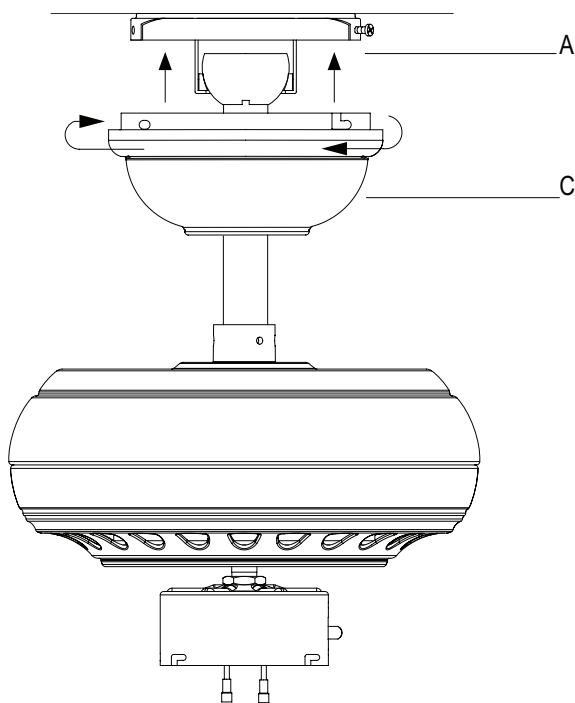
Close-to-Ceiling Mounting

⚠️ **WARNING:** Locking slots of ceiling canopy are provided only as an aid to mounting. Do not leave fan assembly unattended until all four canopy screws are engaged and firmly tightened.

☐ Carefully unhook the fan from the mounting bracket (A) and align the locking slots of the ceiling canopy (C) with the two screws in the mounting bracket (A). Push up to engage the slots and turn clockwise to lock in place. Immediately tighten the two mounting screws firmly.

☐ Install the remaining two mounting screws into the holes in the canopy (C) and tighten firmly.

☐ Install the decorative canopy ring by aligning the ring's slots with the screws in the canopy (C). Rotate the ring counter-clockwise to lock in place.

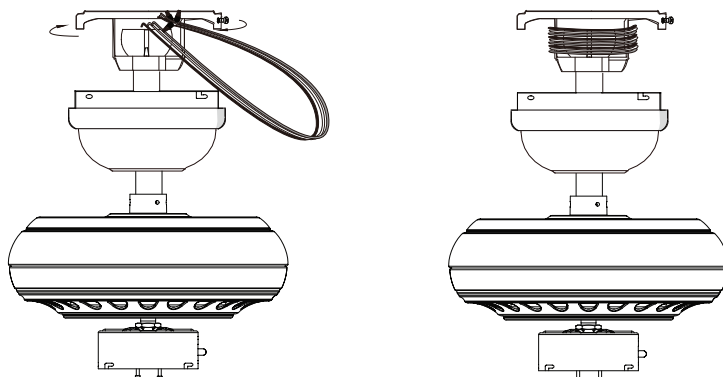☐ You may now proceed to attaching the fan blades.
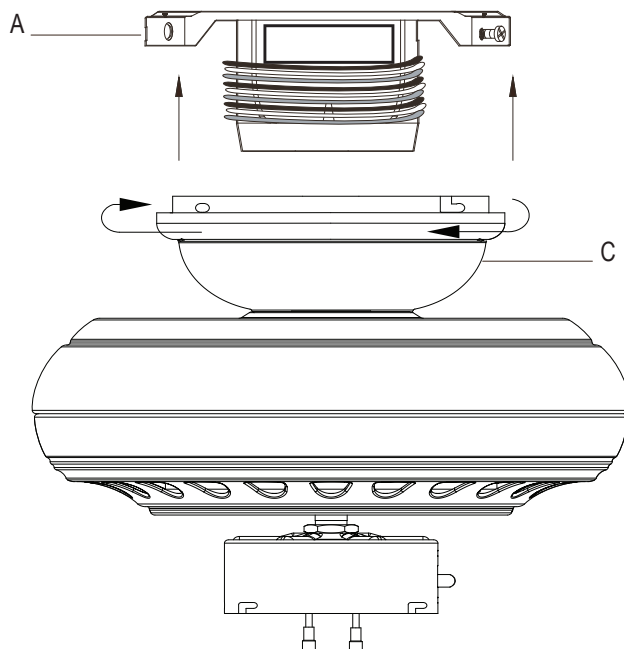
10   Wrapping the extra wire

📝 **NOTE:** Follow this step ONLY if you did not cut the extra length off from the wires coming from the ceiling fan to the receiver.

☐ Gently wrap the excess wire around the mounting bracket, under the receiver.

☐ Secure with electrical tape.
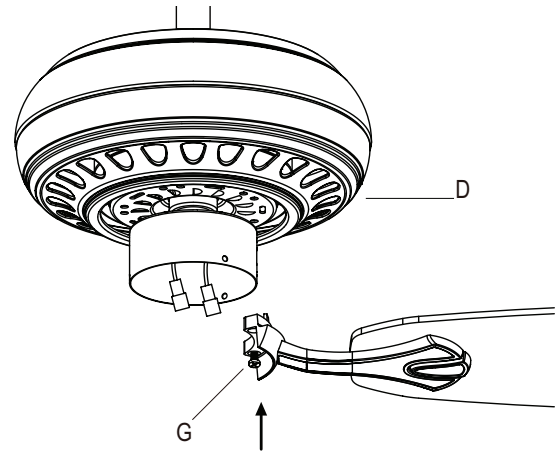
Assembly - Attaching the Fan Blades

11 Attaching the blades to the blade brackets

☐ Attach a blade (F) to a blade bracket (G) by inserting screws (AA) into the holes in the blade and through the blade bracket. Note that the rubber washers are pre-attached to the blade bracket.

☐ Tighten each screw securely.

☐ Repeat these steps for each blade (F) and blade bracket (G).
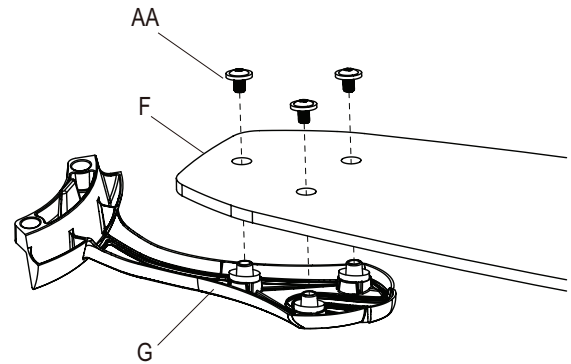
12 Fastening the blade assemblies to the motor

☐ Fasten the blade assembly to the motor (D) by inserting the alignment post into the slot on the bottom of the motor and tightening the blade bracket (G) screws. The blade bracket screws are pre-installed into the blade bracket (G).

☐ Repeat this step for the remaining blade assemblies.

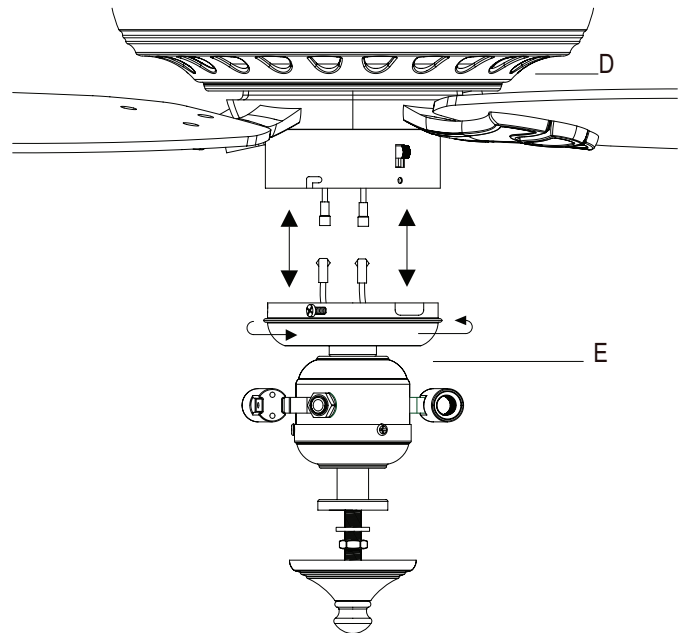## 13 Attaching the light kit fitter assembly

⚠ CAUTION: To reduce the risk of electric shock, disconnect the electrical supply circuit to the fan before installing the light fixture.

NOTE: Notice the location of the fan's slide switch. This is the switch used to change the fan's directional rotation. For more information on the operation of this switch, see Operating Your Fan and Remote Control on page 12.

☐ Loosen the three screws on the switch cup cover of the light kit fitter assembly (E).

☐ Connect the wires from the light kit fitter assembly (E) to the wires from the switch cup of the fan motor assembly (D) by connecting the molded adaptor plugs together (blue to black, white to white). Carefully tuck all wires and splices in the switch cup.

☐ Align the three screws on the switch cup cover of the light kit fitter assembly with the three key slots in the switch cup. Make sure the notch in the switch cup cover of the light kit fitter assembly clears the reversing switch in the switch cup. Position the light kit fitter assembly on the switch cup and turn it clockwise until it locks. Tighten the three screws that were loosened in first step to secure the light kit fitter assembly (E).

## 14 Installing the bulbs and attaching the glass bowl

> ⚠ CAUTION: Do not over tighten the hex nut, overtightening the hex nut may cause the glass to break.

> ⚠ WARNING: Over lamping the fan will result in the fan lights shutting down until the proper wattage of bulbs are installed. Reset the lights by turning off, replace bulbs with the correct wattage bulbs, turn on.

☐ Remove the rubber washer, hex nut, bottom cover and finial from the threaded nipple of the light kit fitter assembly (E).

☐ With power off, install the two LED bulbs (Max. 9W, included) (I) by screwing into the light bulb sockets.

☐ Position the glass bowl (H) over the threaded nipple.

☐ Re-install the rubber washer, hex nut and bottom cover to the threaded nipple to secure the glass shade properly.

☐ Re-install and tighten the finial.
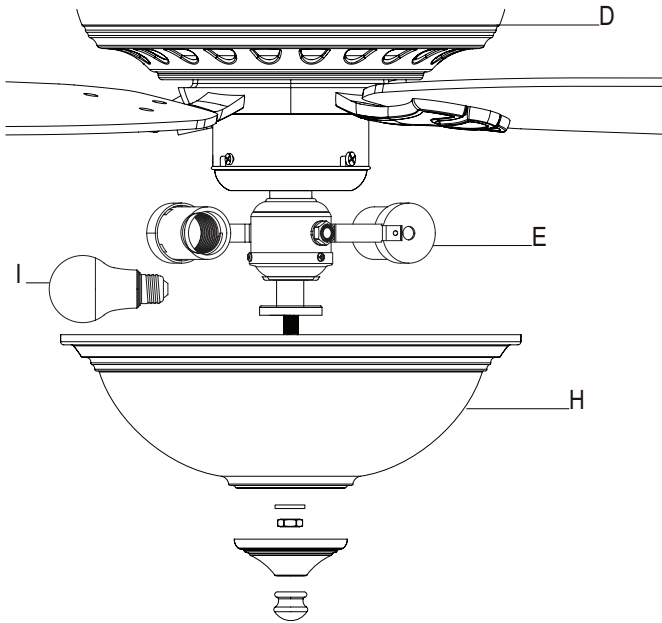
15 Assembling the fan without the light kit

☐ In order to use the fan without the light kit, remove the switch cup cover from the top of the light kit fitter assembly (E) by removing the center hex nut inside the switch cup cover, and then thread the switch cup cover off of the threaded nipple on the top of the light kit fitter assembly (E). Remove three screws.

☐ Press the plastic plug (EE) (provided) into the center hole of the switch cup cover.

☐ Align the three screw holes in the switch cup cover with the three key slots in the switch cup. Make sure the notch in the switch cup cover clears the reversing switch in the switch cup.

☐ Position the switch cup cover onto the switch cup and install the three screws that were removed in first step.

☐ Turn the switch cup cover clockwise until it locks and tighten the three screws.
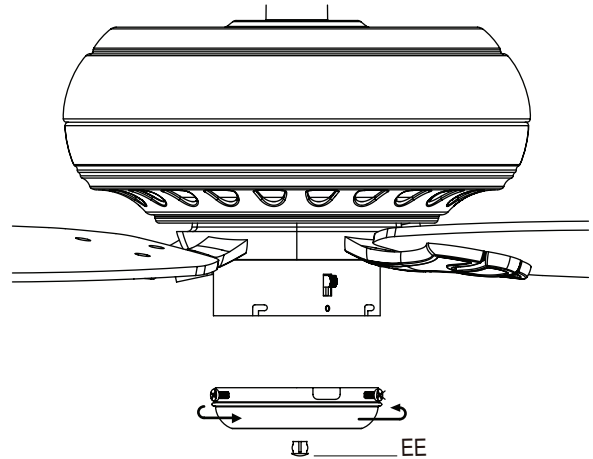
Operating Your Fan and Remote Control

Remote Control - Your fan is equipped with a remote control to operate the speed and lights of your new ceiling fan. For more information on how to install the remote control, see the remote control instruction along with the remote control components.

Speed setting for warm or cool weather depends on factor such as the room size, ceiling height, number of fans and so on.

The fan shipped from the factory with the reversing switch positioned to circulate air downward. If airflow is desired in the opposite direction, turn your fan off and wait for the blades to stop turning, then slide the reversing switch (located in switch cup) to opposite position, and turn fan on again. The fan blades will turn in the opposite direction and reverse airflow.

1. Speed - The remote features Low, Med, Hi and Off buttons to select the desired speed of operation and turn the fan On or Off.

2. Light - To control the light kit, the remote features a Light/Dimmer button.

NOTE: Wait for fan to stop before reversing the direction of blade rotation.

Warm weather - (Forward) A downward airflow creates a cooling effect. This allows you to set your air conditioner on a higher setting without affecting your comfort.

Cool weather - (Reverse) An upward air ow moves warm air off the ceiling. This allows you to set your heating unit on a lower setting without affecting your comfort.
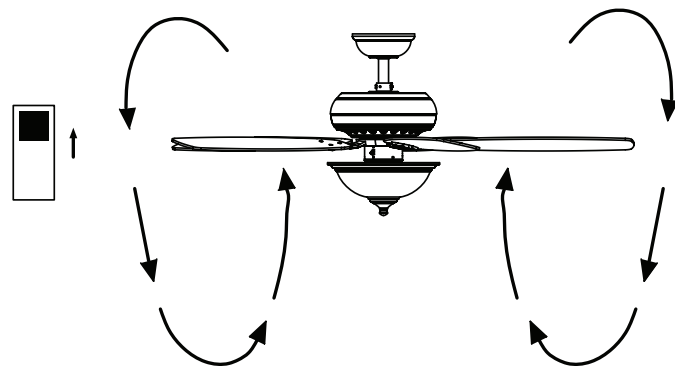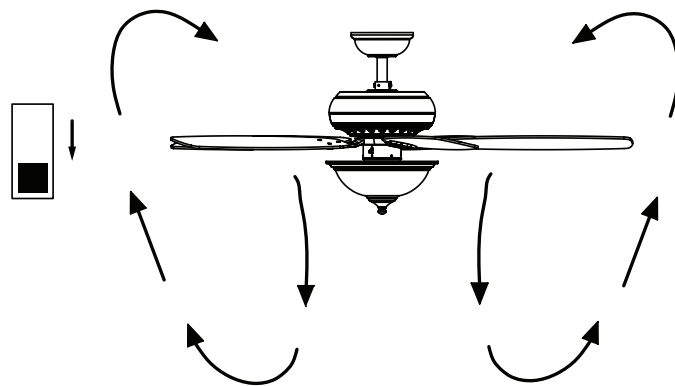
Operating the fan

High button = High speed
Medium button = Medium speed
Low button = Low speed
Off button = Power off
Light/Dimmer button = Dims light with memory

Care and Cleaning

⚠️ WARNING: Make sure the power if off before cleaning your fan.

☐ 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.

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

☐ 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.

☐ You do not need to oil your fan. The motor has permanently lubricated sealed ball bearings.

Troubleshooting

Problem	Solution
The fan will not start	☐ 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 battery in transmitter. ☐ Ensure you are in the normal range of 10-20 feet. ☐ Ensure the dip switches settings are in the same on the transmitter and receiver. ☐ Remember to turn power off power supply before checking the dip switches settings.
The fan is 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. ☐ Allow a 24-hour "breaking in" period. Most noises associated with a new fan disappear during this time. ☐ 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 your outlet box is secure and rubber isolator pads were used between the mounting plate and outlet box.
The fan wobbles	☐ Check that all blade and blade arm screws are secure. ☐ 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. Measure from a point on the center of each blade to the point on the ceiling. Measure this distance. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. Any measurement deviation should be within 1/8 in. Run the fan for ten minutes. If the fan continues to wobble please contact Customer Service and a balancing kit will be sent to you at no charge.

Questions, problems, missing parts? Before returning to the store call
Hampton Bay Customer Service
8 a.m. - 7 p.m., EST, Monday-Friday, 9 a.m. - 6 p.m., EST, Saturday

1-855-HD-HAMPTON

HAMPTONBAY.COM

Retain this manual for future use.