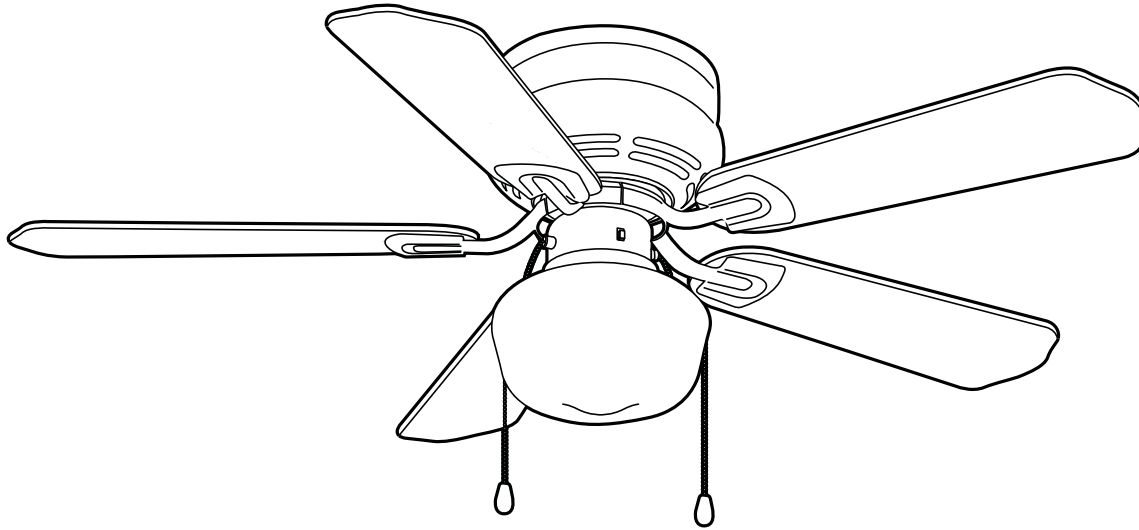


Model #121-079  
Model #100021980

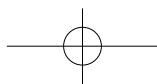
# USE AND CARE GUIDE

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## MIDDLETON 42 IN. CEILING FAN



**An electronic copy of this user manual can also be obtained online at  
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# Safety Information

## PLEASE READ AND SAVE THESE INSTRUCTIONS.

1. To reduce the risk of electric shock, ensure electricity has been turned off at the circuit breaker or fuse box before beginning.
2. All wiring must be in accordance with the National Electrical Code, ANSI/NFPA 70, and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 35 pounds. Use only UL Listed outlet boxes marked "FOR FAN SUPPORT."
4. Do not operate the reversing switch while the fan blades are in motion. The fan must be turned off and blades stopped before reversing blade direction
5. Avoid placing objects in the path of the blades. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan
6. 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.
7. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into the outlet box. The wire should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box. Splices after being made should be turned upward and pushed carefully up into the outlet box.
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.



**WARNING:** Before servicing or cleaning unit, switch power off at service panel, and lock service disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a prominent warning.



**WARNING:** To reduce the risk of fire, electric shock or personal injury, mount to an outlet box acceptable for fan support of 15.9 Kg (35 lbs) or less. 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.



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



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



**CAUTION:** To reduce the risk of injury to person, the fan must be mounted with a minimum of 7 feet clearance from the trailing edge of the blades to the floor.

# Warranty

## LIMITED WARRANTY

### WHAT IS COVERED

The retailer warrants the fan motor to be free from defects in workmanship and material present at time of shipment from the factory for a period of lifetime after the date of purchase by the original purchaser. The retailer 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 the retailer. 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. 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. The retailer 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 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.

# Specifications

Fan Size	Speed	Volts	Amps	Watts	RPM	CFM	N.W.	G.W.	C.F.
42 in.	Low	120	0.19	11	85	1249	4.55 kg	5.27 kg	1.0
	Med	120	0.30	27	150	2220			
	High	120	0.42	44	200	2785			

# Pre-Installation

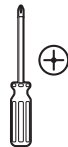
## TOOLS REQUIRED



Claw hammer



Safety goggles

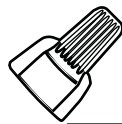


Phillips screwdriver

## HARDWARE INCLUDED



AA



BB

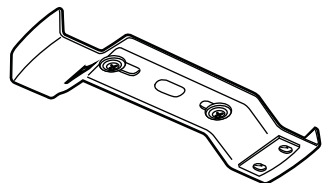
Part	Description	Quantity
AA	Machine Screws	16
BB	Wire Nuts	3

# Pre-Installation (continued)

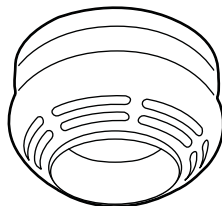
## PACKAGE CONTENTS



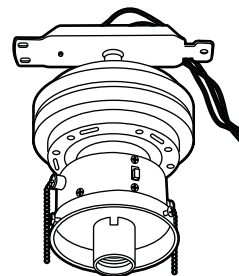
**NOTE:** Unpack your fan and check the contents. You should have the following items listed below



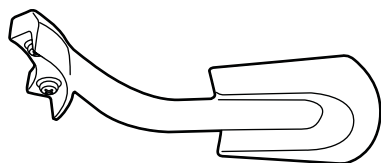
A



B



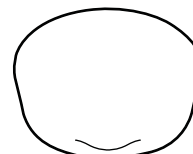
C



D



E



F



G



H

Part	Description	Quantity
A	Supporting bar	1
B	Motor housing	1
C	Fan motor with switch housing	1
D	Set of blade holders (with blade holder screws pre-installed)	5
E	Set of blades	5
F	Glass shade	1
G	Pull chain pendant	2
H	9.5 Watt E-26 (LED, A19) Bulb	1

# Installation

## 1 Determining mounting method



**WARNING:** To reduce the risk of fire, electric shock, or personal injury, mount to outlet box marked acceptable for fan support of 15.9 Kg (35 lbs) or less and use mounting screws provided with the outlet box.

- If there is not an existing UL Listed metal 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. Use appropriate fasteners and building materials. The outlet box and its support must be able to fully support the moving weight of the fan (at least 35 lbs.). Do not use plastic outlet boxes. Figures 1 and 2 are examples of different ways to mount the outlet box.
- To hang your fan where there is an existing fixture but no ceiling joist, you may need an installation hanger bar as shown in Figure 3 (available at your Retailer).

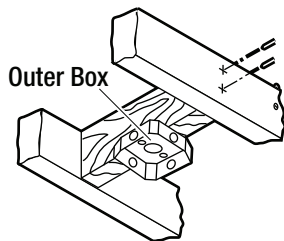
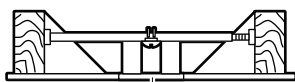


Figure 1



Outer Box

Figure 2



Outer Box

Figure 3

## 2 Installing the support bar



**NOTE:** You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling. The maximum angle allowable is 18° away from horizontal. If the canopy touches the downrod, then remove the decorative canopy bottom cover (C) and turn the canopy (B) 180° before attaching the canopy (B) to the mounting bracket (A).

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

- Secure the supporting bar to the ceiling outlet box as shown in Figure 4 by using two screws and washers (not provided). Make sure the supporting bar is level. You may need to insert additional washers (not provided) between the outlet box and the supporting bar to make it level.

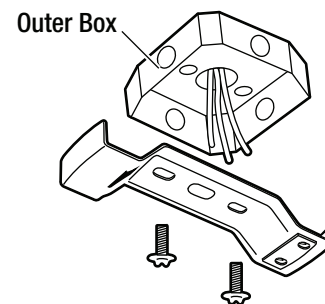


Figure 4

- Before making the electrical connections, use the square hole at one end of the supporting bar (A) to hang the fan motor (Figure 5).

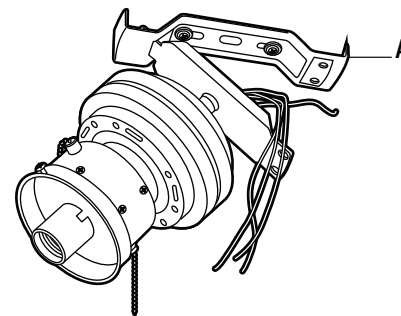


Figure 5

## Installation (continued)

### 3 Making the electrical connections



**WARNING:** To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring. If you are not sure the electrical box and fan are grounded, contact a licensed electrician for advice. They must be grounded for safe operation.



**WARNING:** Each wire nut (wire connector) 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.



**WARNING:** Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire nuts, except for the ground wire.

If you feel that you do not have enough electrical wiring knowledge or experience, have your fan installed by a licensed electrician.

Follow the steps below to connect the fan to your household wiring. Use the plastic wire splice connectors (BB) supplied with your fan. Secure the connectors with electrical tape. Make sure there are no loose strands or connections.

- Connect the fan supply (black) wire and light supply (blue) wire to the black household wire as shown in Figure 5. Do not connect the blue wire if the light kit is not used.
- Connect the neutral fan (white) wire to the white neutral household wire.
- Connect the fan ground wires (green) on the supporting bar and the hanger to the household ground wire.
- After connecting the wires, secure the wire connectors (BB) with black electrical tape and spread them apart so that the green and white wires are on one side of the outlet box and the black and blue wires are on the other side (i.e., grounded conductor on one side and hot wires on the other side).
- Turn the wire connectors (BB) upward and push the wiring into the outlet box.

If you wish to control the light from a wall switch and the fan from the pull chain switch or if you wish to control both fan and light from wall switches, refer to the wiring diagrams in Figures 6 and 7.

- If you choose to install another light kit, it must be a UL Listed light kit accessory marked suitable for use with this fan. Follow the instruction packed with the light kit.

#### SUPPLY CIRCUIT

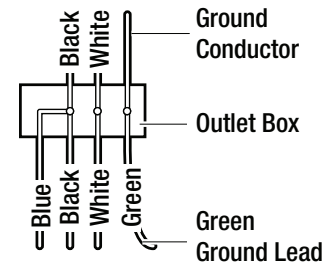


Figure 6

Diagram indicates light kit wiring.

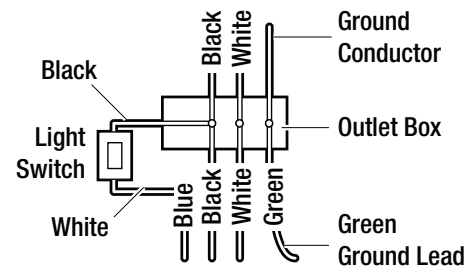


Figure 7

Diagram indicates optional wiring.

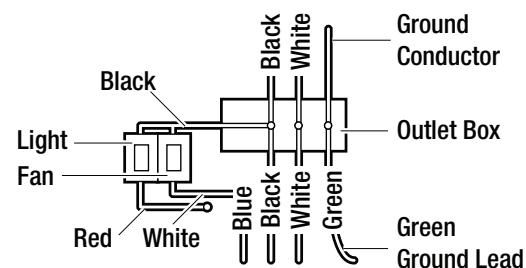


Figure 8

Diagram indicates optional wiring.

## Installation (continued)

### 4 Finishing the installation

- Match the three holes at two ends of the supporting bar (A) with three screws of the hanger. Secure the fan assembly onto the supporting bar (A) using the preassembled screws (1) and washers (2) (Figure 9 and 10).
- Fix the motor housing (B) onto the supporting bar (A) by tightening the four screws (3) preassembled to the motor housing (B) (Figure 11).
- Attach the fan pull chain pendant to the pull chain on the switch assembly.

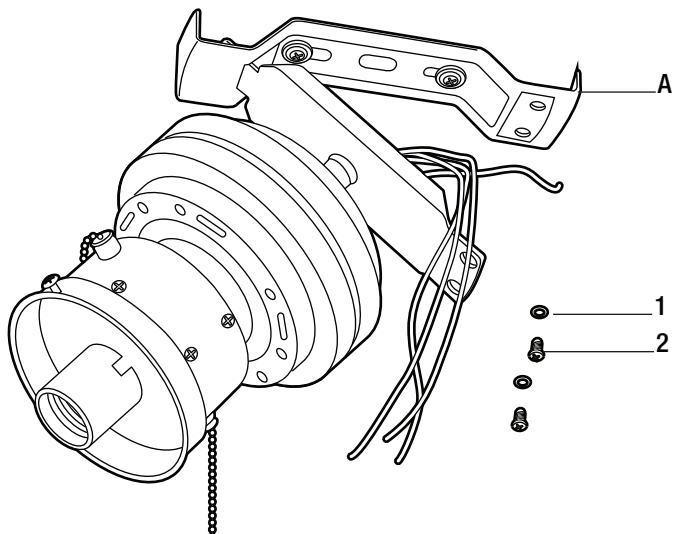


Figure 9

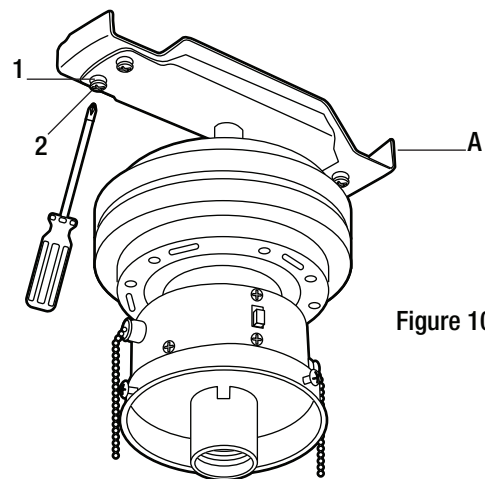


Figure 10

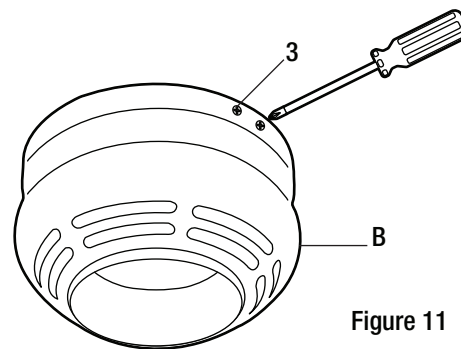


Figure 11

## Installation (continued)

### 5 Attaching the fan blades



**NOTE:** Your fan blades are reversible. Select the blade side finish which best accentuates your decor. Failure to follow above procedure could result in fan wobble.

- Mount the blade holders (D) to the fan blades (E) using the screws (1) provided – 3 per blade (Figure 12). Please note the rubber washers are pre-attached to the blade holder (D).

The fan blade assemblies attach to the motor using the blade holder screws (2) that are pre-installed into the blade holder (D). The procedure to attach blade assemblies is as follows:

- Position the blade holder (D) under the motor such that the alignment post on the blade holder fits into the slot (3) in the motor (Figure 13).
- Tighten the pre-installed blade holder screws (2).
- Repeat these steps to install the remaining blade assemblies.

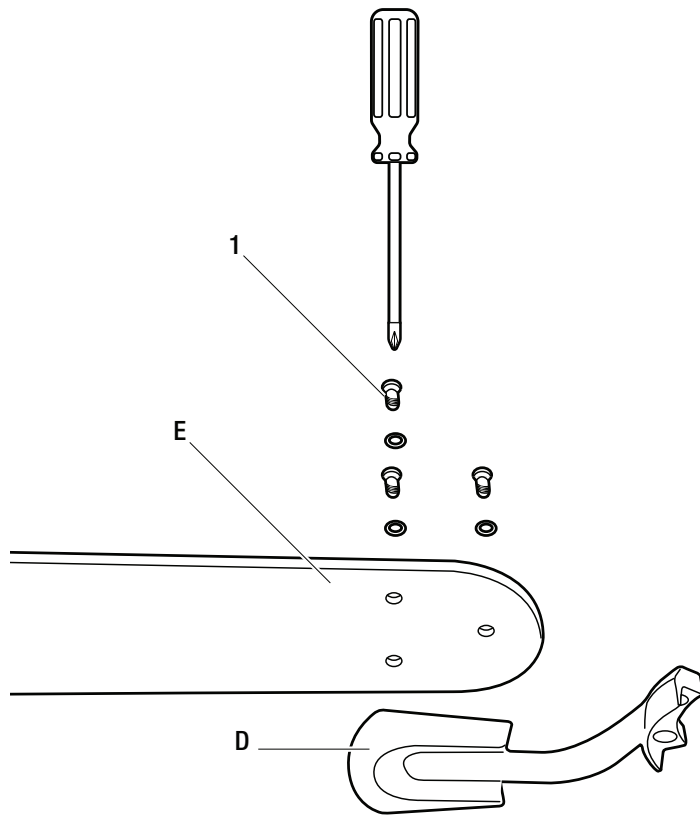


Figure 12

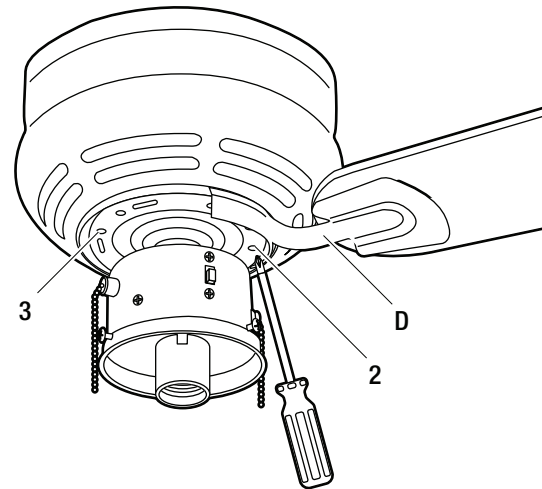


Figure 13



## Installation (continued)

### 6 Balancing the blades

All blades are grouped by weight. Because natural woods vary in density, the fan may wobble even though the blades are weight matched.

The following procedure should correct most fan wobble. Check for wobble after each step.

- Check that all blade and blade holder 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 this distance as shown in Figure 14. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. Measurements should be within 1/8 in.
- If blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.

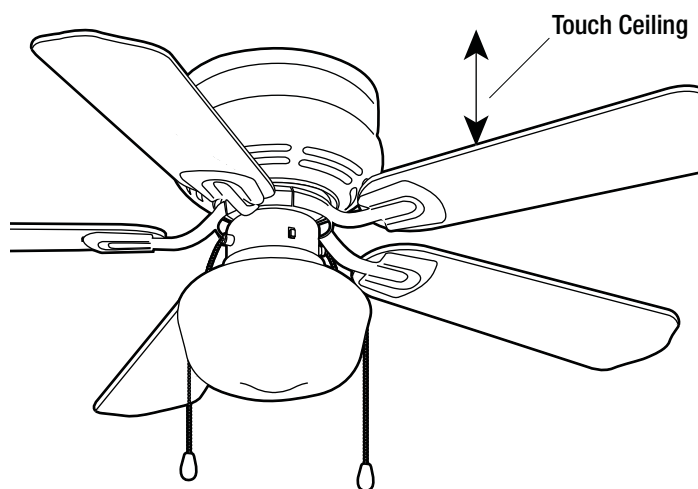


Figure 14

### 7 Installing the light kit



**WARNING:** To reduce the risk of electric shock, disconnect the electrical supply circuit to the fan before installing light kit.



**CAUTION:** Do not use pliers or screwdrivers to tighten the thumb screws. Overtightening of the thumb screws may crack the lamp shades.

- Install a LED bulb (max. 9.5W, medium screw base) to the lampholder (Figure 15).
- Install the lamp shade into the lamp-fitter by tightening the thumb screws (Figure 16).

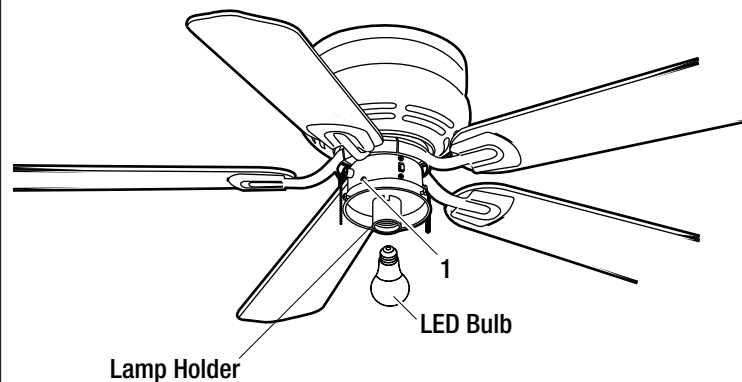


Figure 15

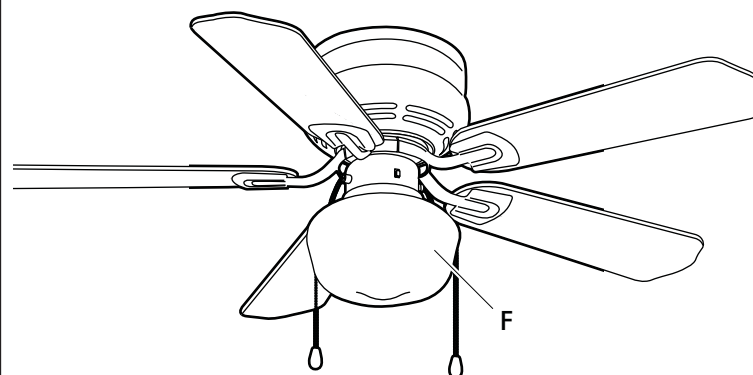


Figure 16

# Operation

## Operating



**NOTE:** Wait for the fan to stop before changing the setting of the slide switch.

The pull chain controls the fan speed as follows: 1 pull – High, 2 pulls – Medium, 3 pulls – Low, and 4 pulls – Off.

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

The slide switch controls direction: forward (switch down) or reverse (switch up).\*

**Warm weather – (Forward)** A downward airflow creates a cooling effect as shown in Figure 17. This allows you to set your air conditioner on a higher setting without affecting your comfort.

**Cool weather – (Reverse)** An upward airflow moves warm air off the ceiling area as shown in Figure 18. This allows you to set your heating unit on a lower setting without affecting your comfort.

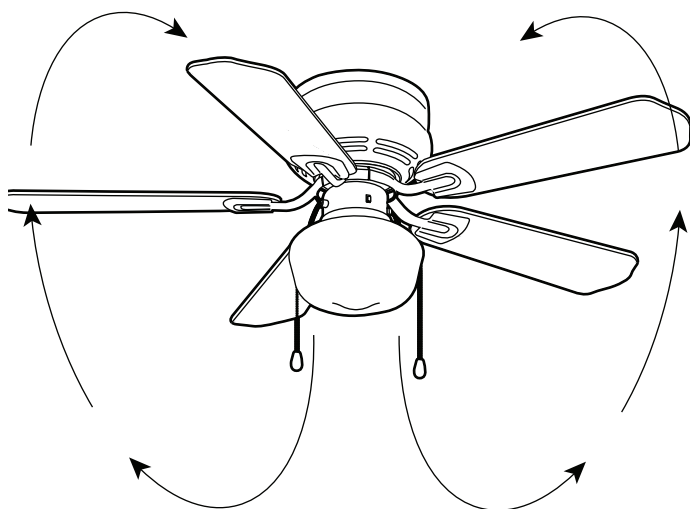


Figure 17

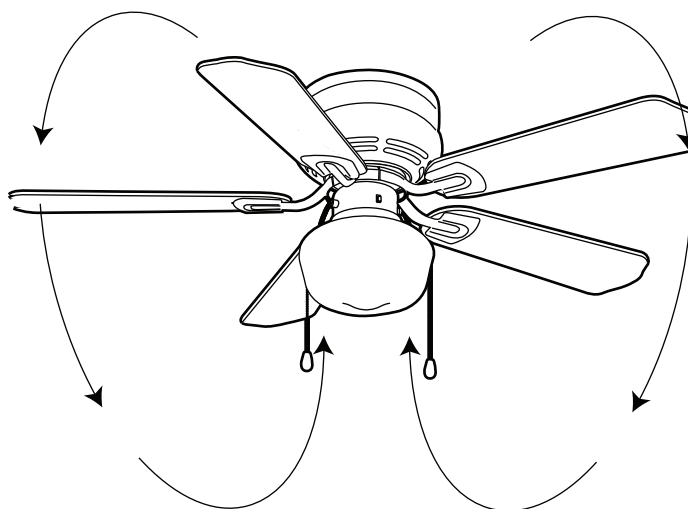


Figure 18

## Care and Cleaning



**WARNING:** Make sure the power is off at the electrical panel box before you attempt any repairs. Refer to the section Making Electrical Connections Section.

Here are some suggestions to help you maintain your fan.

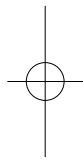
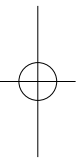
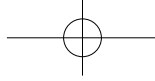
- Because of the fan's natural movement, some connections may become loose. Check the support connections, brackets, and blade attachments twice a year. Make sure they are secure. (It is not necessary to remove the fan from the ceiling.)
- Clean your fan periodically to help maintain its new appearance over the years. 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. Do not use water when cleaning. This could damage the motor, or the wood, or possibly cause an electrical shock.
- You can apply a light coat of furniture polish to the wood blades for additional protection and enhanced beauty. Cover small scratches with a light application of shoe polish.
- There is no need to oil your fan. The motor has permanently lubricated bearings.

## Troubleshooting



**WARNING:** Make sure the power is off at the electrical panel box before you attempt any repairs. Refer to the section Making Electrical Connections Section.

Problem	Solution
The fan will not start.	<ul style="list-style-type: none"><li>□ Check circuit fuses or breakers.</li><li>□ Check the line wire connections to the fan and switch wire connections in the switch housing.</li></ul>
The fan sounds noisy.	<ul style="list-style-type: none"><li>□ Make sure all motor housing screws are snug.</li><li>□ Make sure the screws that attach the fan blade bracket to the motor hub are tight.</li><li>□ Make sure wire nut connections are not rubbing against each other or the interior wall of the switch housing.</li><li>□ Allow a 24-hour "breaking-in" period. Most noises associated with a new fan disappear during this time.</li><li>□ 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.</li><li>□ Make sure the motor housing is a short distance from the ceiling. It should not touch the ceiling.</li></ul>



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