Concord
 Nautika™

 A4NA/52NA

 14.553 LBS/18.963 LBS



# Owners Manual and Installation Instructions

Part Number: NA-1220 (Revised 03.25.05)

A Commitment to Excellence

# **READ AND SAVE THESE INSTRUCTIONS**

Before beginning installation of your new **Concord**<sup>®</sup> ceiling fan, read and follow these safety precautions. If you are not familiar with national and local electrical codes and basic electrical wiring procedures, we recommend that you have a qualified electrician install your new ceiling fan.

- Before you begin, TURN OFF THE ELECTRICITY. Determine which circuit your new fan will be using and remove the fuse or turn off the circuit breaker at the main electrical panel.
- Make sure that all wiring conforms to national and local electrical codes. If you are in question, obtain a copy of the codes and wire the fan accordingly. Never leave bare wires uncovered (*wire connection*), use wire nuts to cap all connections. Plastic electrical tape is not recommended.
- When working with electricity, never take short cuts. Follow the code in every respect. Basic requirements for a ceiling fan installed with lights are, 120 volts AC - 60Hz, on a grounded circuit with a 15 amp breaker or fuse. Make sure that your electrical system and choice of location meet these requirements.
- ✤ If the location where you plan to install your fan does not already have an electrical outlet, hire a licensed electrician to run the wiring and install an outlet box designed for ceiling fans or heavy fixtures. The outlet box should be able to support a minimum moving weight of 50 pounds and marked "Acceptable for Fan Support" (*Plastic outlet boxes are not recommended for ceiling fan installation*).
- If you plan to use an existing electrical location, check to make sure that the outlet box is not PLASTIC, that it is securely attached and able to support at least 50 pounds of moving weight and marked "Acceptable for Fan Support". If you have any questions, outlet boxes and support systems for ceiling fans are available at most hardware and do-it-yourself centers. In most cases, your **Concord**<sup>®</sup> dealer will have all the necessary products for the proper and safe installation of your ceiling fan.
- The location you choose should have a minimum clearance of 20 inches from any wall to the blade tip at any point in its rotation and a minimum of 7 feet from blade level to floor and 10 inches from the blades.



- This ceiling fan was designed for installation in locations where it might be exposed to moisture or high humidity. This unit meets or exceeds the U.L. requirements for installation in a WET location.
- Every effort has been made to provide you with proper instructions for the safe installation of this ceiling fan. You could however, encounter situations or problems not covered in this manual. Should this occur, please refer to a do-it-yourself wiring handbook or hire a qualified electrician to install your fan.
- Never attach the blades to your ceiling fan before the fan body is properly mounted on the ceiling.
- Lubrication of your new ceiling fan is not necessary. The ball bearings have been adequately charged with grease and permanently sealed at the factory so that, under normal conditions, further attention is not necessary.



To reduce the risk of fire, electrical shock, or personal injury, mount this fan to an outlet box marked "Acceptable for Fan Support" and use the Mounting Screws provided with the outlet box. **CAUTION:** Install the primary mounting means and use only the hardware provided with the fan.



To reduce the risk of personal injury take care not to <u>bend</u> the blade carriers. Be careful not to insert foreign objects into rotating fan blades.



The important safeguards and instructions appearing in this manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and careful attention to detail are factors which cannot be built into this product. These factors must be supplied by the person or persons installing, caring for, and operating the unit.



Look for Me! I have safety Tips and Ideas for installation





# SOME STARTING TIPS

✤ Your first TIP is...READ THESE INSTRUCTIONS.

- Choose a location to install your new ceiling fan with at least the minimum clearances listed on page 2, paragraph 6. The best performance from your fan can be expected by placing it in the center of the room or structure and out of DIRECT contact with water.
- If you are unsure or have any doubt about your knowledge of electricity, HIRE AN ELEC-TRICIAN to install your new fan. Severe injury can result from the unsafe handling of electricity and electrical wiring and the few dollars it costs for an electrician is better than injuring yourself or a member of your family.
- If you plan to use a light fixture with your new fan, make sure it is a **Concord**<sup>®</sup> fixture or one that is U.L. listed for use with ceiling fans in a WET LOCATION.
- When you first open the carton, place the top section of styrofoam packing on the floor upside down. Now remove the Motor Housing from the lower styrofoam section, (removing the protective plastic bag) place the housing face up on the section of packing you have on the floor. This will protect the housing and its finish while you prepare it for installation.
- ✤ As you look at the face of the motor, you will see the blade arm screws. Some of these screws are holding rubber motor blocks in place. Remove and save all of the screws and discard the rubber motor blocks. The blocks are used to secure the motor during shipping.
- Remove all the other fan parts from their packing and compare them to the Primary Parts Check List. You will also have one or two small bags of installation and assembly hardware.
- Your fan has been shipped with extra assembly parts and depending on your choice of installation methods, you will not need some of them.

# FEATURES OF YOUR **Concord**<sup>®</sup> CEILING FAN

- 1. Limited Lifetime Warranty.
- 2. Permanently lubricated and sealed motor bearings
- 3. Light Fixture adaptable
- 4. U.L. Listed and Approved for WET LOCATION INSTALLATION.
- 5. ABS injection molded plastic blades with 12 or 14 degree pitch.
- 6. Padded Mounting bracket and double locking support rod.
- 7. Transformer speed control for noise free operation.



# ACCESSORIES AVAILABLE FOR YOUR CEILING FAN

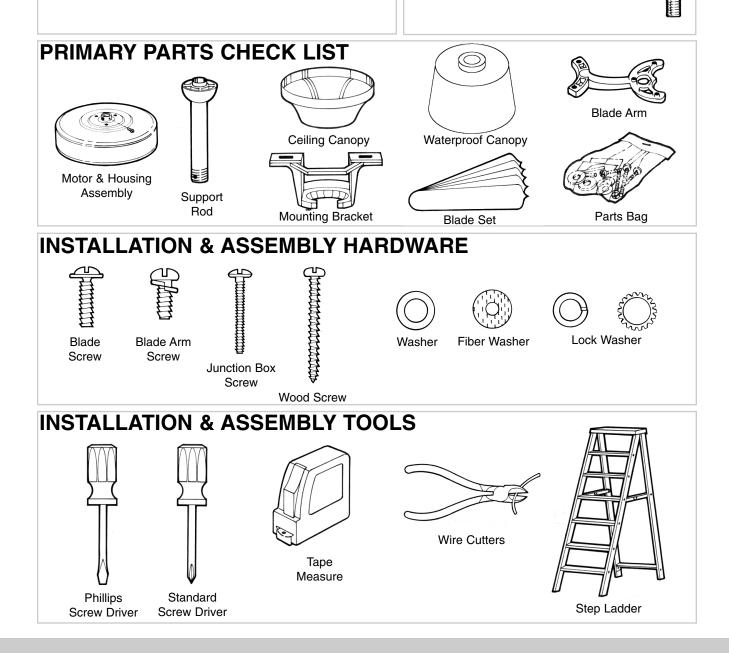
**Concord**<sup>®</sup> and its Dealer offer numerous accessories for your new ceiling fan. These accessories will add to the versatility and beauty of your ceiling fan. Listed below are some examples with stock number and description. Please see your dealer for complete information and selection.

## LIGHT FIXTURE

Your new **Concord**<sup>®</sup> Fan is adaptable to be used with a light fixture. The process is easy and takes only minutes to accomplish. However, the fixture MUST BE U.L. listed and approved for the use in WET location.

#### **EXTENSION RODS**

Extension Rods are available to lower the level of your fan when installed on high ceilings. These rods are available in 7 sizes from 12 inches to 72 inches. Most fan installations on sloped or vaulted ceilings require an extension rod.

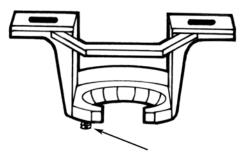




#### Step 1 Attach the mounting bracket

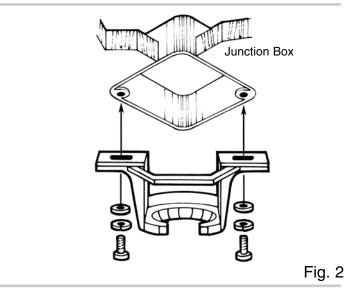
- Loosen the two canopy mounting screws on the downside face of the mounting bracket. Back them out about half way. This will allow for easier installation of the ceiling canopy later (see figure 1).
- Install the mounting bracket on the electrical junction box in the ceiling using two machine screws, two washers and two lock washers (see figure 2).
- The mounting bracket has slotted holes to enable it to move sideways for proper alignment. Make sure the mounting bracket is centered over the electrical junction box and that it is securely attached (see figure 3).

#### NO MOVEMENT SHOULD OCCUR BETWEEN THE MOUNTING BRACKET AND THE ELECTRICAL JUNCTION BOX.

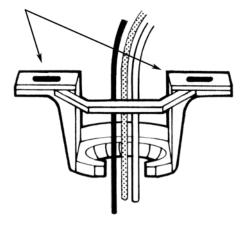


Ceiling Canopy Mounting Screw





Slotted Holes





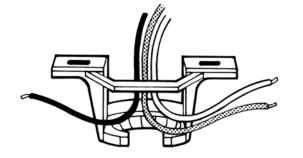
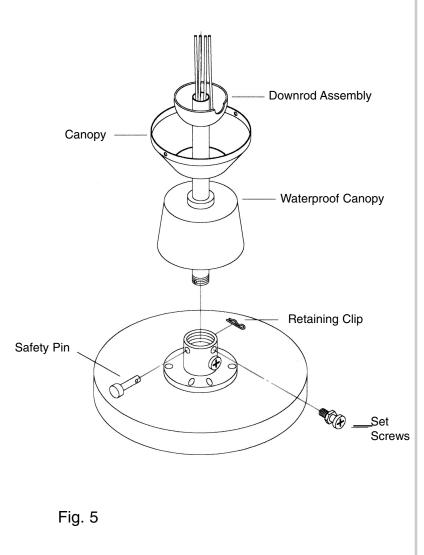


Fig. 4





Pull the electric wires in the junction box down through the mounting bracket and then bend them up and back out of the way. This will leave the mounting bracket open and ready to receive the ceiling fan (see figure 4).

If you are using an extended support rod, (*longer than the one supplied with your fan*) remove the half ball from the small support rod that came with the fan and put it on the extended support rod. Make sure to retighten the set screw and insert the safety screw.

#### Step 2 Attach the support assembly

- Loosen the set screws (2) in the support rod coupler located on the top center of the motor housing (see figure 5) until the inside channel is clear.
- Remove and save the safety pin on the end of the support rod assembly (opposite end of half ball).
- Place the ceiling canopy face down (small end) over the support rod coupler on the motor housing.
- Slide waterproof canopy onto support rod.
- Feed the electrical wires from the fan housing through the support rod.
- Thread the support rod into the support rod coupler until the safety pin can be inserted through the hole in both the rod and bracket.
- Replace the safety pin with washer and retaining clip removed in step 2.
- Tighten the set screws (2) that you loosened on the support rod coupler (in step 1) until tight.
- Slide waterproof canopy down so it sits on top of fan.

#### Step 3 Hanging the Fan Body

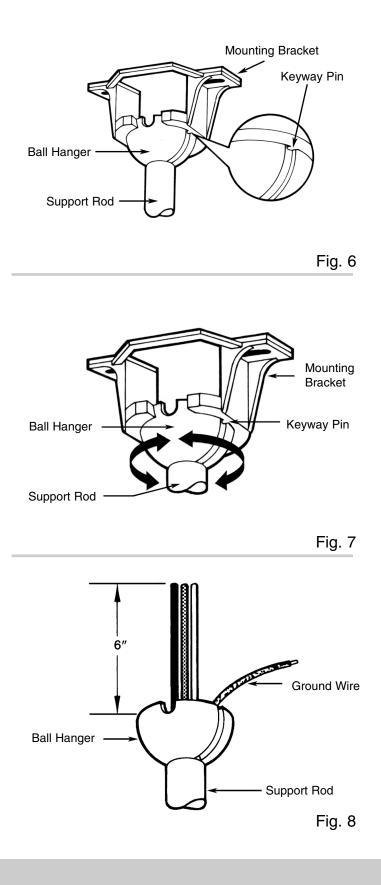
- Notice the half ball on the end of the support rod is grooved down one side (see figure 6). This Keyway fits over the small keyway pin on the inside of the mounting bracket and keeps the ceiling fan from spinning on the mounting bracket.
- Using your step ladder, lift the fan and place the half ball in the center of the mounting bracket with the keyway pin inserted into the keyway on the ball. Turn the fan left and right slightly to make sure it is seated on the bracket with the keyway pin in the keyway (see figure 7).
- Trim the lead wires, leaving about six inches of each wire extending from the support rod (see figure 8).

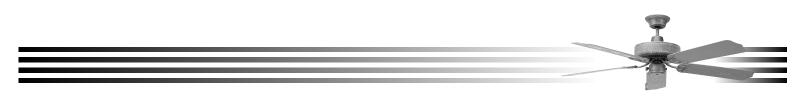
#### **Step 4** Making the Electrical Connections



This ceiling fan is equipped with all of its controls mounted on the switch housing of the fan. If you would like to use a different method of controlling your fan and/or optional lighting, please turn to page 11 and refer to the Optional Electrical Wiring Procedures.

If you plan on controlling the fan with the standard controls, make the following connections:





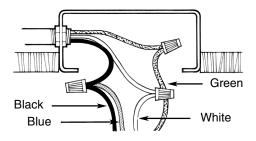
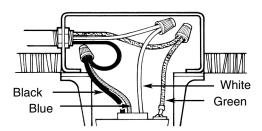
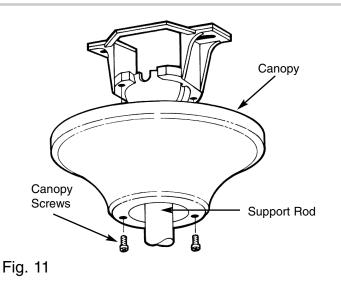


Fig. 9







- Attach the GREEN wire (connected to the half ball) to the <u>GROUND</u> wire in the junction box. The GROUND wire is usually a bare copper wire without plastic insulation. It could also be covered in green plastic insulation (see figure 9).
- Attach the BLACK wire and the <u>BLUE</u> wire from the ceiling fan to the BLACK wire in the junction box.
- ♦ Attach the WHITE wire from the fan to the WHITE wire in the junction box.



Each of the above connections should be made as tight as possible using the proper size plastic wire nuts. Plastic electrical tape is not recommended for these connections.

Fold the connected wires (see figure 10) and push them up inside the electrical junction box with the black and blue wires to one side and the white and green to the other side. Make sure the wire nuts do not come loose during this operation.

## Step 5 Attaching the Ceiling Canopy

- Slide the ceiling canopy up into place over the ceiling mounting bracket. The two screws on the mounting bracket face should slip through the key hole slots in the canopy (see figure 11).
- ✤ Rotate the canopy slightly until the screw heads are in the small end of the key hole.
- ✤ Tighten both screws.

#### Step 6 Fan Blade Assembly



The ABS blades on this unit have a support ridge running down the center of the blade. This ridge should be facing the ceiling after installation.

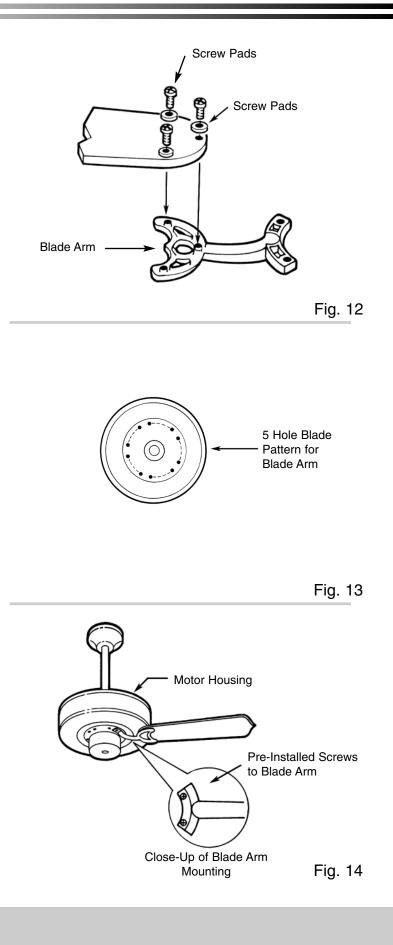
- Attach each fan blade to a blade arm with three (3) 3/16" x 1/2" washer head screws and three (3) 3/16" screw pads (see figure 12). DO NOT OVER TIGHTEN THESE SCREWS.
- Screws should be tightened until the screw pads are compressed by the screw head. Hold the Blade Arm decorative <u>side down</u> and place the blade on top with the flat side of the blade <u>facing down</u>. Each screw is passed through the screw pad and blade and screwed into the blade arm.

#### Step 7 Blade to Motor Installation

- Make sure to review the mounting pattern (it should be 5- hole-blade mounting pattern) and mounting position for each blade (see figure 13).
- Select the correct mounting pattern and attach each blade to the motor face using preinstalled screws (see figure 14). Take care not to bend the blade arms during installation. This will cause your fan to wobble while running.

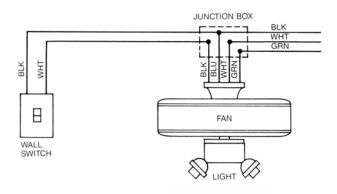


Mount the blades one at a time on opposite sides of the motor face. This will help keep the fan more level during blade installation.



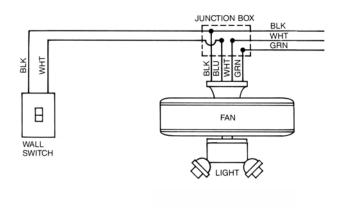


Fan controlled with wall switch and Light controlled at fan

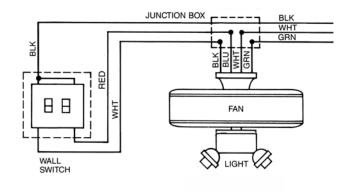


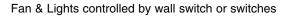
## Fig. 15

Fan controlled at fan with Light controlled at wall switch



## Fig. 16





## Fig. 17

# **Optional Wiring Diagrams**

Figure 15 illustrates the wiring used to control the fan with a wall switch plus an optional light fixture controlled at the fixture.

Figure 16 illustrates the wiring used to control fan with the pull chain on the electrical switch housing plus an optional light fixture with a wall switch.

Figure 17 illustrates the wiring used to control the fan and optional light fixture with separate wall switches.

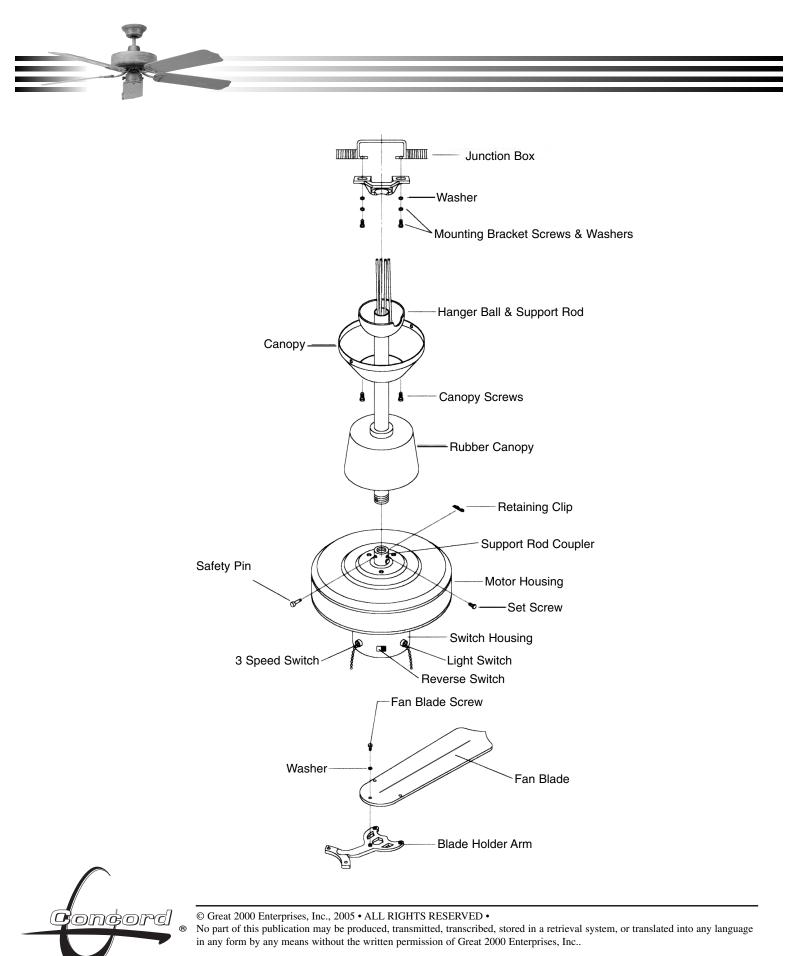


### **IMPORTANT NOTE:**

Some wall switches can control the speeds of a fan motor. If you decide to use a switch of this type, YOU MUST LEAVE THE PULL CHAIN SWITCH ON THE FAN SET IN <u>THE HIGH SPEED</u> <u>POSITION AT ALL TIMES.</u>

You can also purchase wall switches that will adjust the light fixture to different levels of brightness plus turn it off or on. If you decide to use a switch of this type, YOU MUST LEAVE THE LIGHT SWITCH ON THE FAN SET IN THE ON POSITION AT ALL TIMES.

Your Concord Dealer can supply you with these types of switches. It is recommended that you purchase a Concord brand wall switch. Our switches have been designed to match the specifications of our ceiling fans. While other brands of switches will work they may cause unnecessary and distracting motor noise.



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