



SINCE 1886

# installation and operation manual for Hunter Ceiling Fans

**For Your Records and Warranty  
Assistance**

Model Name: \_\_\_\_\_

Catalog/Model No.: \_\_\_\_\_

Serial No.: \_\_\_\_\_

Date Purchased: \_\_\_\_\_

Where Purchased: \_\_\_\_\_

For reference also attach your receipt or a  
copy of your receipt to the manual.

## TYPE E Models

Your new Hunter® ceiling fan is an addition to your home or office that will provide comfort and performance for many years. This installation and operation manual gives you complete instructions for installing and operating your fan.

We are proud of our work. We appreciate the opportunity to supply you with the best ceiling fan available anywhere in the world.

Before installing your fan, for your records and warranty assistance, record information from the carton and Hunter nameplate label (located on the top of the fan motor housing).

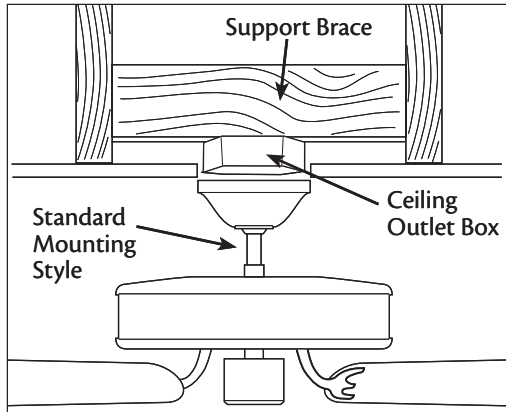
## Cautions and Warnings

- **READ THIS ENTIRE MANUAL CAREFULLY BEFORE BEGINNING INSTALLATION. SAVE THESE INSTRUCTIONS.**
- Use only Hunter replacement parts.
- To reduce the risk of personal injury, attach the fan directly to the support structure of the building according to these instructions, and use only the hardware supplied.
- To avoid possible electrical shock, before installing your fan, disconnect the power by turning off the circuit breakers to the outlet box and associated wall switch location. If you cannot lock the circuit breakers in the off position, securely fasten a prominent warning device, such as a tag, to the service panel.
- All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70. If you are unfamiliar with wiring, use a qualified electrician.
- To reduce the risk of personal injury, do not bend the blade attachment system when installing, balancing, or cleaning the fan. Never insert foreign objects between rotating fan blades.
- To reduce the risk of fire, electrical shock, or motor damage, do not use a solid-state speed control with this fan. Use only Hunter speed controls.

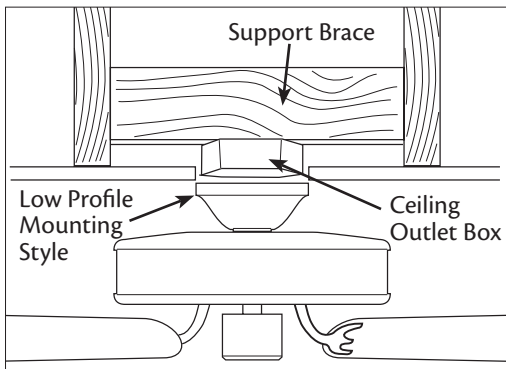
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## Installer's Choice and Optional Accessories



**Standard Mounting** hangs from the ceiling by a downrod (included).



**Low Profile Mounting** fits close to the ceiling, recommended for ceilings less than 9 feet high

### Understanding Mounting and Installer's Choice®

Hunter's patented 3-position mounting system provides you maximum installation flexibility and ease. You can install your Hunter fan in one of three ways, depending on ceiling height and your preference: Low Profile, Standard, or Angle mounting. The steps in this manual include instructions for all three Installer's Choice mounting methods.

### Considering Optional Accessories

Consider using Hunter's optional accessories, including a wall-mounted or remote speed control. To install and use the accessories, follow the instructions included with each product. For quiet and optimum performance of your Hunter fan, use only Hunter speed controls.

For ceilings higher than 8 feet, you can purchase Hunter extension downrods. All Hunter fans use sturdy 3/4" diameter pipe to assure stability and wobble-free performance.

**▲ CAUTION:** To reduce the risk of personal injury, attach the fan directly to the support structure of the building according to these instructions, and use only the hardware supplied.

# 1 • Getting Ready

To install a ceiling fan, be sure you can do the following:

- Locate the ceiling joist or other suitable support in ceiling.
- Drill holes for and install wood screws.
- Identify and connect electrical wires.
- Lift 40 pounds.

If you need help installing the fan, your Hunter fan dealer can direct you to a licensed installer or electrician.

## Gathering the Tools

You will need the following tools for installing the fan:

- Electric drill with 9/64" bit
- Standard screwdriver (magnetic tip recommended)
- Phillips-head screwdriver (magnetic tip recommended)
- Wrench or pliers
- Ladder (height dependent upon installation site)

## Checking Your Fan Parts

Carefully unpack your fan to avoid damage to the fan parts. Refer to the included Parts Guide. Check for any shipping damage to the motor or fan blades. If any parts are missing or damaged, contact your Hunter dealer or call Hunter Technical Support Department at 888-830-1326.

## Preparing the Fan Site

Before you begin installing the fan, follow all the instructions in the pullout sheet called "Preparing the Fan Site." Proper ceiling fan location and attachment to the building structure are essential for safety, reliable operation, maximum efficiency, and energy savings.

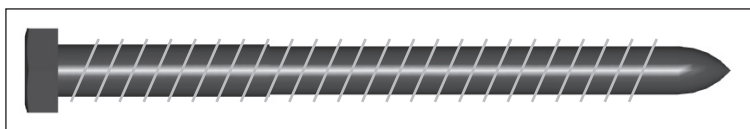
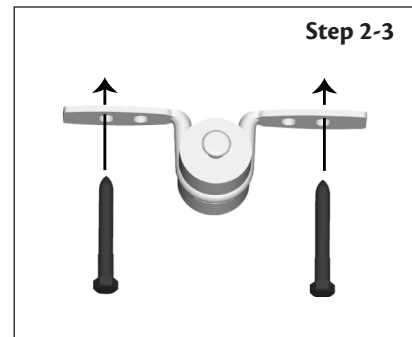
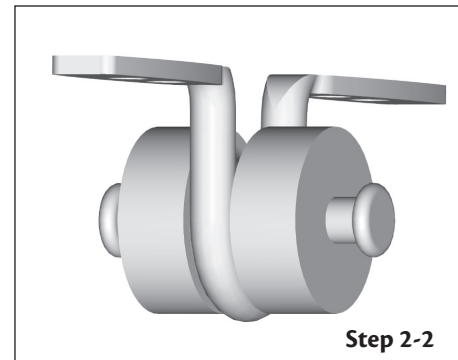
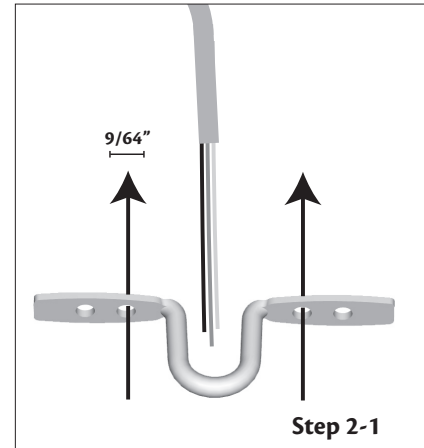
### Installing Multiple Fans?

If you are installing more than one fan, keep the fan blades and blade irons (if applicable) in sets, as they were shipped.

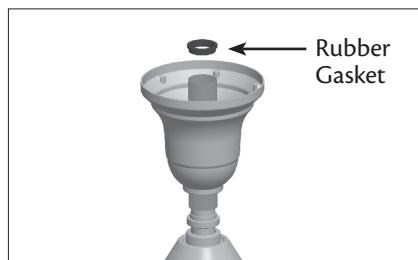
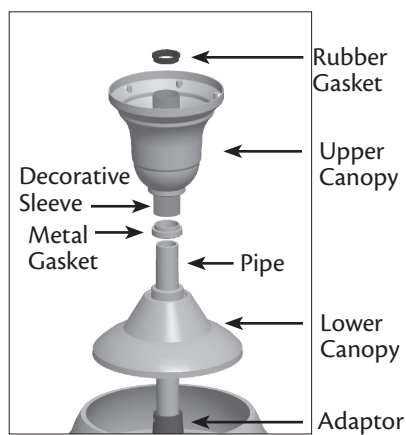
## 2 • Installing the Ceiling Plate

**⚠ CAUTION:** To avoid possible electrical shock, before installing your fan, disconnect the power by turning off the circuit breakers to the outlet box and associated wall switch location. If you cannot lock the circuit breakers in the off position, securely fasten a prominent warning device, such as a tag, to the service panel.

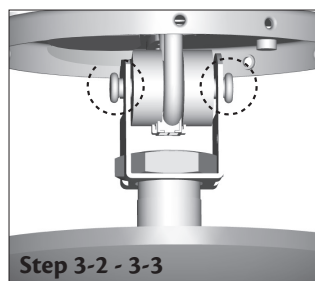
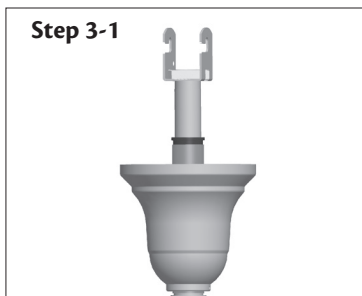
- 2-1. Drill one hole on each side of the supply mains using the holes in the u-bracket as a guide. The pilot holes should be  $9/64$ " in diameter.
- 2-2. Place the bushing pin assembly into the u-bracket.
- 2-3. Screw the u-bracket screws through the u-bracket and into the pilot holes.



### 3 • Assembling and Hanging the Fan



Step 3-1



Step 3-2 - 3-3

**⚠ WARNING:** Fan may fall if not assembled as directed in these installation instructions.

#### Standard Mounting - 9' ceilings or higher:

- Threading the wires through the adapter, screw the adapter onto the shaft on the top of the fan and securely tighten the upper setscrew with the included allen wrench.
- Loosen the lower setscrew in the adapter. Threading the wires through the 7" pipe, screw the pipe into the adapter on top of the fan and securely tighten the upper setscrew.

**⚠ CAUTION:** The adapter has a special coating on the threads. Do not remove this coating; the coating prevents the downrod from unscrewing. Once assembled, do not remove the downrod.

- Slide the lower canopy onto the pipe with the large opening facing the fan.
- Slide the metal gasket and decorative sleeve onto the pipe (in that order). Orient the gaskets so that the sleeve will overlap the lip of each gasket.
- Slide the upper canopy onto the pipe with the large opening facing away from the fan. Then slide the rubber gasket onto the pipe, oriented so that the lip slides into the sleeve. Continue to step 3-1.

#### Low Profile Mounting - 8' - 9' ceilings:

Note: For **Low Profile Mounting**, Adapter is not used.

- Threading the wires through the 2.75" pipe, screw the pipe into the top of the fan and securely tighten the setscrew.
- Slide the lower canopy onto the pipe with the large opening facing the ceiling, the upper canopy is not used for low profile mounting.

- 3-1. Screw the hanger bracket onto the top of the pipe at least three full turns. Securely tighten the setscrew on the hanger bracket.
- 3-2. Center the pin in the rubber bushing.
- 3-3. Holding the fan by both the motor housing and the pipe, lift the fan assembly and hook both sides of the hanger bracket onto the bushing pin assembly.

**All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70. If you are unfamiliar with wiring, use a qualified electrician.**

Wall switches are not included. Select an acceptable general-use switch in accordance with national and local electrical codes.

- 4-1. Before attempting installation, make sure the power is still off.
- 4-2. To connect the wires, hold the bare metal leads together and place a wire nut over them, then twist clockwise until tight. For all these connections use the wire nuts provided.
- 4-3. Connect the bare or green ground wire (grounded) from the ceiling to the green ground wire (grounded) from the ceiling plate and the green ground wire from the fan.
- 4-4. Connect the white wire (ungrounded) from the ceiling to the white wire (ungrounded) from the fan.
- 4-5. Connect the remaining wires as follows:

### Dual Switch Wiring:

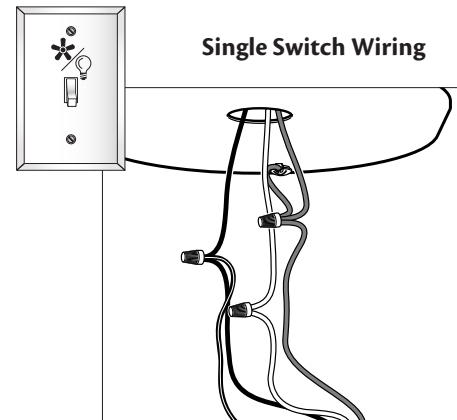
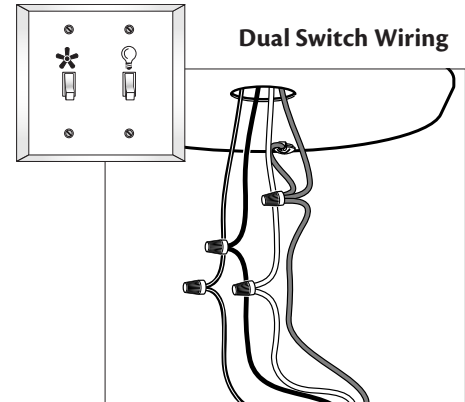
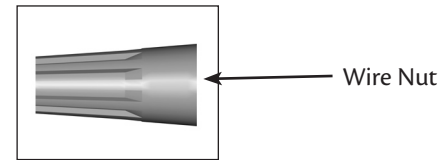
- The black wire (ungrounded) from the ceiling to the black wire (ungrounded) from the fan
- The black/white wire (ungrounded) from the fan to the wire (ungrounded) for the wall switch

### Single Switch Wiring:

- The black wire (ungrounded) from the ceiling to the black (ungrounded) and the black/white wire (ungrounded) from the fan

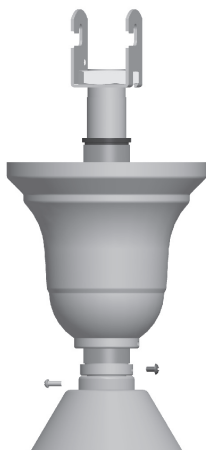
**⚠ CAUTION:** Be sure no bare wire or wire strands are visible after making connections.

- 4-6. Turn the splices upward and push them carefully back through the ceiling plate into the outlet box.
- 4-7. Spread the wires apart, with the grounded wires on one side of the outlet box and the ungrounded wires on the other side of the outlet box.



## 5 • Installing the Canopy

Step 5-1



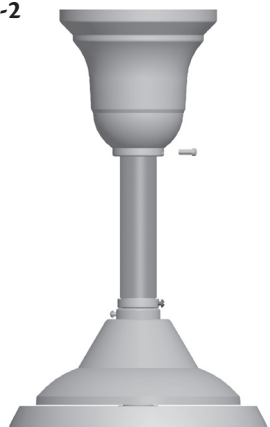
**⚠ WARNING:** Fan may fall if not assembled as directed in these installation instructions.

### Standard Mounting

**Note:** The lower canopy, along with the sleeve & gaskets, must be raised first so that the upper canopy can secure to the sleeve.

- 5-1. Raise the lower canopy, along with the decorative sleeve and two gaskets, so that the lower edge is even with the upper edge of the motor housing. Securely install the setscrews in the lower canopy and metal gasket.
- 5-2. Raise the upper canopy, leaving 1-2 mm of space between the rim of the canopy and the ceiling, and securely install the setscrew.

Step 5-2



### Low Profile Mounting

- 5-3. Raise the canopy, leaving 1-2 mm of space between the rim of the canopy and the ceiling, and securely install the setscrew.

Step 5-3

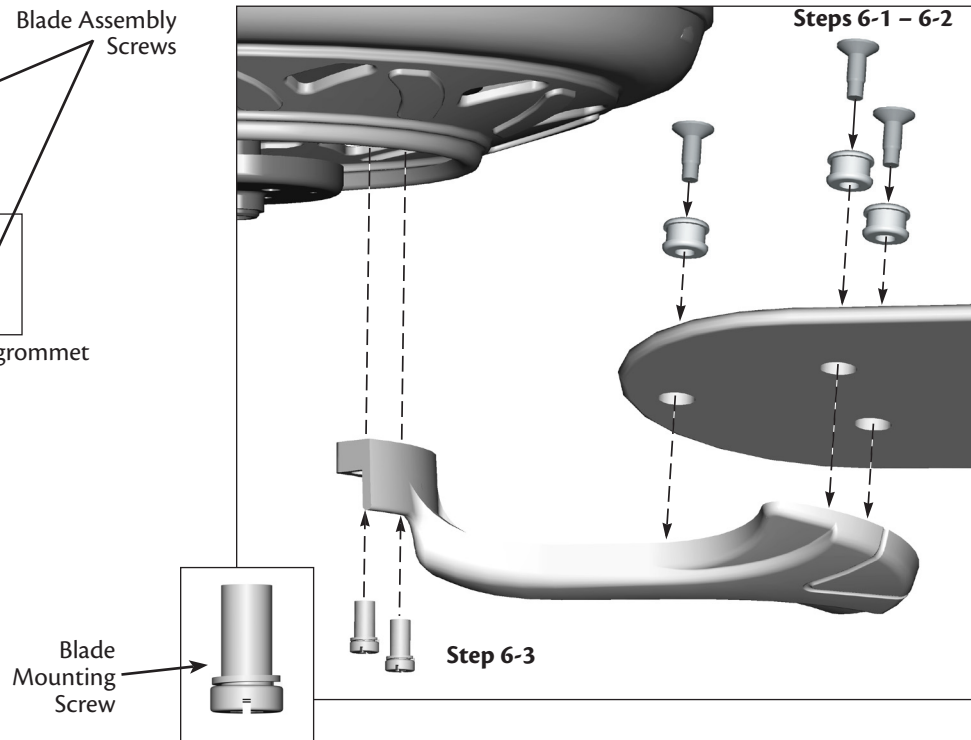
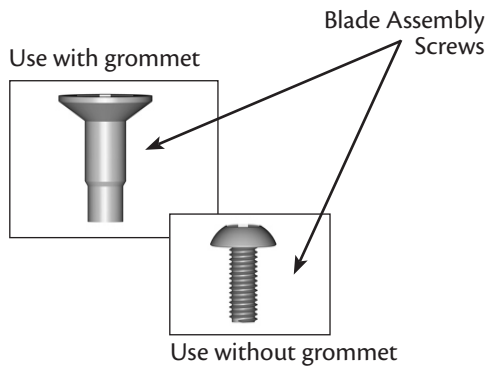
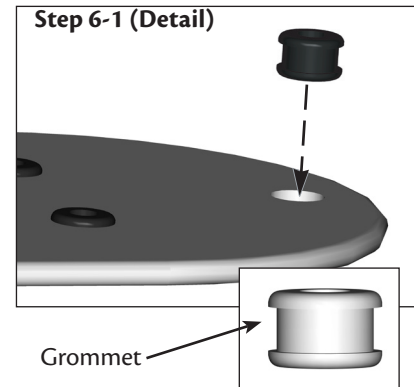




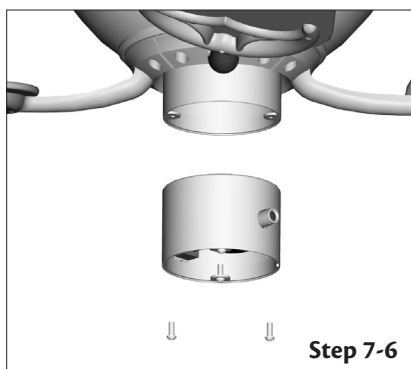
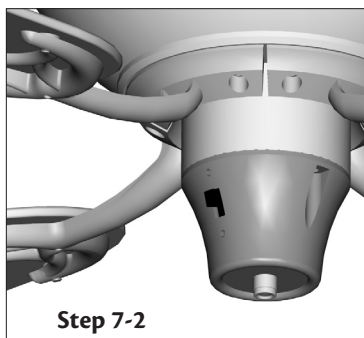
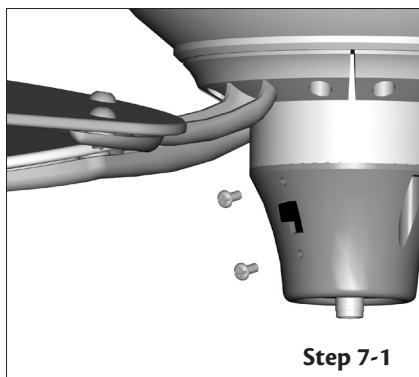
## 6 • Assembling the Blades

Hunter fans use several styles of fan blade irons (brackets that hold the blade to the fan).

- 6-1. Your fan may include blade grommets. If your fan has grommets, insert them by hand into the holes on the blades.
- 6-2. Attach each blade to a blade iron using three blade assembly screws (the carved side should face downward). If you used grommets, the blades may appear slightly loose after screws are tightened. This is normal.
- 6-3. For each blade, insert one blade mounting screw through the blade iron, and attach lightly to the fan. Insert the second blade mounting screw, then securely tighten both mounting screws.
- 6-4. Attach the fandangles (included) to the fan pull chains using the plastic breakaway connector. (You may find the plastic breakaway connector on the end of the extra chain.)



## 7 • Accessory Light Option

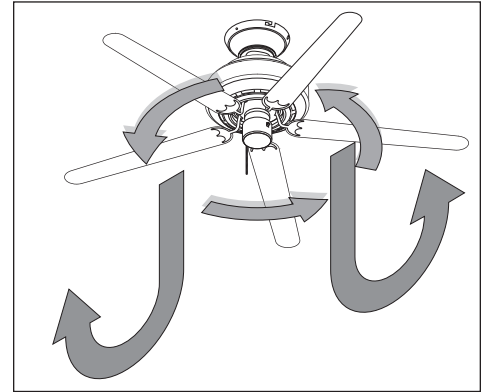


This fan was designed to accept any Hunter listed light kit. If you decide to install a light kit, follow these steps to install the included light kit adapter then follow the instructions supplied with the light kit.

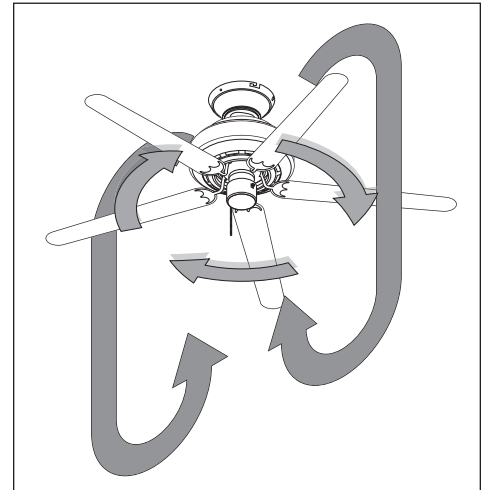
- 7-1. Remove the two screws from the reversing switch.
- 7-2. Unscrew the nut on the switch housing cover. You may need to use pliers to loosen the nut.
- 7-3. Remove the two screws in the switch housing cover and remove the cover.
- 7-4. Install the reversing switch into the light kit adapter with the two screws removed in step 7-1.
- 7-5. Thread the fan pull chain through the side of the light kit adapter and secure with the nut removed in step 7-2.
- 7-6. Attach the light kit adapter to the upper switch housing with the two screws removed in step 7-3.
- 7-7. Follow the instructions supplied with the accessory light kit to complete installation of the light kit.

## 8 • Operating and Cleaning Your Ceiling Fan

- 8-1. Turn on electrical power to the fan.
- 8-2. The fan pull chain controls power to the fan. The pull chain has four settings in sequence: High, Medium, Low and Off.
- Pull the chain slowly to change settings.
  - Release slowly to prevent the chain from recoiling into the blades.
  - The chain uses a breakaway connector that separates if the chain is jerked. If this happens, simply reinsert the chain into the connector.
- 8-3. Ceiling fans work best by blowing air downward (counterclockwise blade rotation) in warm weather to cool the room with a direct breeze. In winter, having the fan draw air upward (clockwise blade rotation) will distribute the warmer air trapped at the ceiling around the room without causing a draft.
- 8-4. For cleaning finishes, use a soft brush or lint-free cloth to prevent scratching. A vacuum cleaner brush nozzle can remove heavier dust. Remove surface smudges or accumulated dirt and dust using a mild detergent and a slightly dampened cloth. You may use an artistic agent, but never abrasive cleaning agents as they will damage the finish.
- 8-5. Clean wood finish blades with a furniture polishing cloth. Occasionally, apply a light coat of furniture polish for added protection and beauty. Clean painted and high-gloss blades in the same manner as the fan finish.



**In warm weather,** use downward air flow pattern

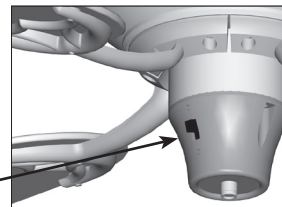


**In cold weather,** use upward air flow pattern

### To Change Airflow Direction

Turn the fan off and let it come to a complete stop. Slide the reversing switch on the fan to the opposite position. Restart fan.

Reversing  
Switch



**Problem: Nothing happens; fan does not move.**

1. Turn power on, replace fuse, or reset breaker.
2. Loosen canopy, check all connections according to the wiring the fan section.
3. Check the plug connection in the switch housing.
4. Push motor reversing switch firmly left or right to ensure that the switch is engaged.
5. Pull the pull chain to ensure it is on.
6. Remove the shipping bumpers.

**Problem: Noisy operation.**

1. Tighten the blade bracket screws until snug.
2. Check to see if the blade is cracked. If so, replace all the blades.

**Problem: Excessive wobbling.**

1. If your fan wobbles when operating, use the enclosed balancing kit and instructions to balance the fan.
2. Tighten all blade iron screws.
3. Turn power off, support fan very carefully, and check that the hanger ball is properly seated.

If you need parts or service assistance, please call 888-830-1326 or visit us at our Web site at <http://www.hunterfan.com>.

Hunter Fan Company  
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