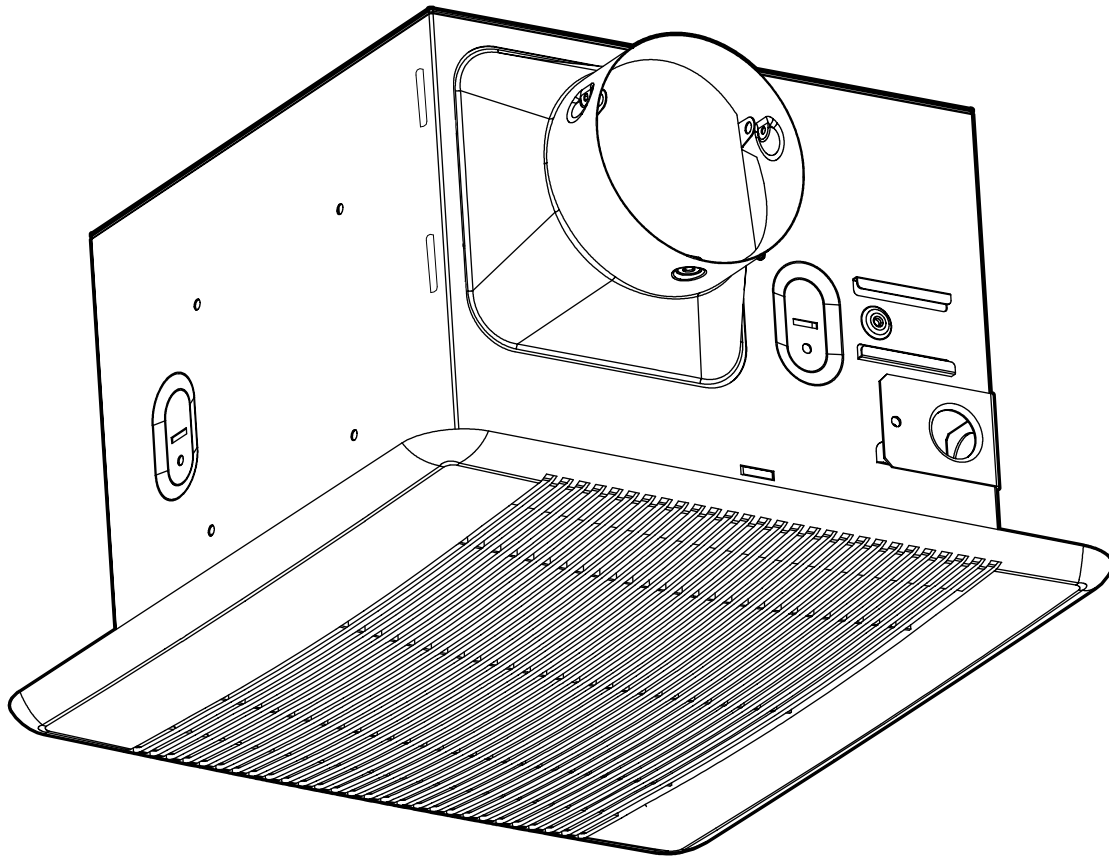




Item #1004 156 152
Model #BPT18-34A-5

USE AND CARE GUIDE

READ AND SAVE THESE INSTRUCTIONS
110 CFM CEILING BATHROOM EXHAUST 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

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THANK YOU

We appreciate the trust and confidence you have placed in Hampton Bay through the purchase of this exhaust 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!

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Safety Information


PLEASE READ AND UNDERSTAND THIS ENTIRE MANUAL BEFORE ATTEMPTING TO ASSEMBLE, OPERATE, OR INSTALL THE PRODUCT.


1. Always disconnect the power supply prior to servicing the fan, motor, or junction box.
2. Follow all local building, safety, and electrical codes as well as NEC (National Electrical Code) and OSHA (Occupational Safety and Health Act).
3. Electric Service supply must be 120 volts, 60 hertz.
4. This product must properly connect to the grounding conductor of the supply circuit.
5. Do not bend or kink the power wires.
6. Do not use this fan with any solid state control device, such as a remote control, dimmer switch, or certain timers. Mechanical timers are not solid state devices.
7. Do not install in a ceiling with insulation greater than R40.
8. Duct work should be installed in a straight line with minimal bends.
9. Duct work size must be the same size as the discharge and should not be reduced. Reducing the duct size may increase fan noise.
10. If this unit is to be installed over a tub or shower, it must be marked as appropriate for the application. When the fan is going to install in the bathroom, the fan and the tub need to be more than 1.0 meter between each other, the fan required to install at the other side of the tub in ceiling. Acceptable for use over a bathtub or shower when installed in a GFCI protected branch circuit.

 **WARNING: TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR INJURY TO PERSONS, OBSERVE THE FOLLOWING:**
Use this unit in the manner intended by the manufacturer. If you have any questions. Please call customer service.


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

 **WARNING:** Installation work and electrical wiring must be done by a qualified person(s) in accordance with all applicable codes and standards, including fire-rated construction.


 **WARNING:** Sufficient air is needed for proper combustion and exhausting of gases through the flue (chimney) of fuel burning equipment to prevent backdrafting. Follow the heating equipment manufacturer's guideline and safety standards such as those published by the National Fire Protection Association (NFPA), and the American Society for Heating, Refrigeration and Air Conditioning Engineers (ASHRAE) and local code authorities.

 **WARNING:** When cutting the ceiling, do not damage electrical wiring and other hidden utilities.

 **WARNING:** Ducted fans must always be vented to the outdoors.

 **CAUTION:** For general ventilating use only. Do not use to exhaust hazardous or explosive materials and vapors.

 **CAUTION:** Not for use in cooking areas.

 **CAUTION:** To reduce the risk of injury to persons, install the fan at least 2.1 m (7 ft.) above the floor.

Warranty

LIMITED LIFETIME WARRANTY

WHAT IS COVERED

If this product fails due to a defect in materials or workmanship at any time during the first THREE years of ownership, the manufacturer will replace it free of charge, postage-paid at their option. This warranty does not cover products that have been abused, altered, damaged, misused, cut or worn. This warranty does not cover use in commercial applications. Use only manufacturer-supplied genuine warranty repair replacement parts to repair this fan. Use of non-genuine repair parts will void your warranty. The manufacturer **DISCLAIMS** all other implied or express warranties including all warranties of merchantability and/or fitness for a particular purpose. As some states do not allow exclusions or limitations on an implied warranty, the above exclusions and limitations may not apply. This warranty gives you specific legal rights, and you may have other rights that vary from state to state.

This warranty is limited to the replacement of defective parts only. Labor charges and/or damage incurred during installation, repair, replacement as well as incidental and consequential damages connected with the above are excluded. Any damage to this product as a result of neglect, misuse, accident, improper installation or use other than the purpose **SHALL VOID THIS WARRANTY**. Shipping costs for return product as part of a claim on the warranty must be paid for by the customer.

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

Product Specifications

Airflow: 110 CFM	Power consumption: 32 W
120 V, 60 Hz	Weight: 10.3 lbs.
Duct diameter: 4 in.	Ceiling Opening Dimension Requirements:
Sound output: 1.0 Sones	10.82 in. (L) x 10.5 in. (W) x 8.5 in. (H)

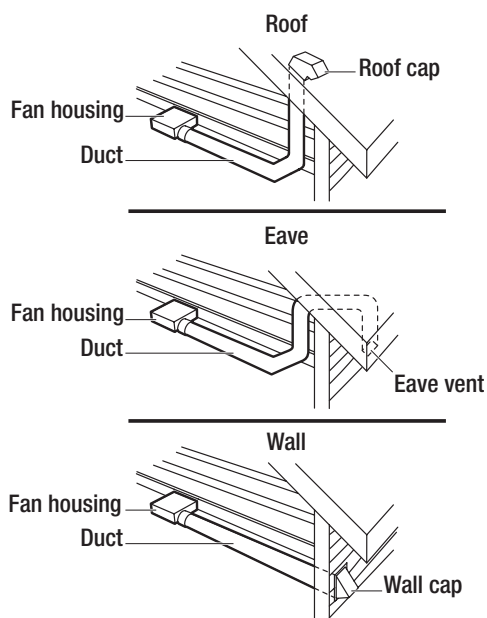
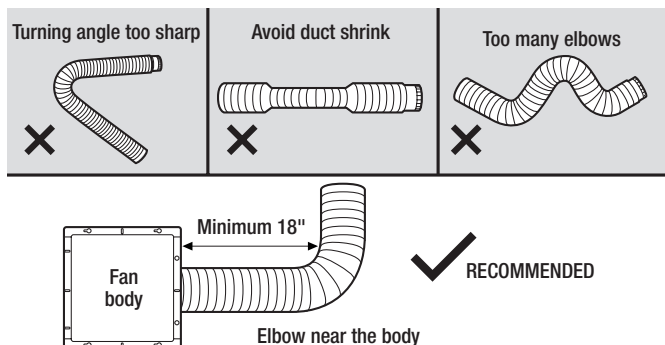
Typical Installation

The ducting from this fan to the outside of the building has a strong effect on the air flow, noise and energy use of the fan. Use the shortest, straightest duct routing possible for best performance, and avoid installing the fan with smaller ducts than recommended. Insulation around the ducts can reduce energy loss and inhibit mold growth. Fans installed with existing ducts may not achieve their rated air flow.

Do not install ventilation fan in areas where the duct work will require configuration as shown.

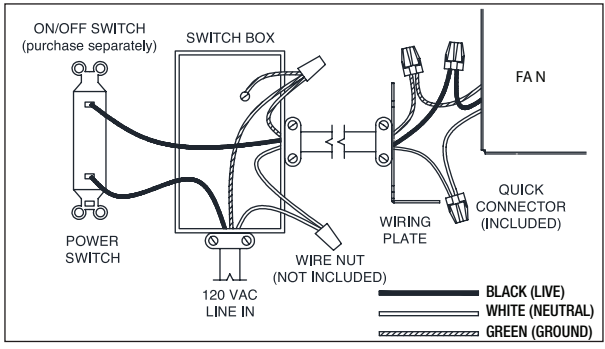
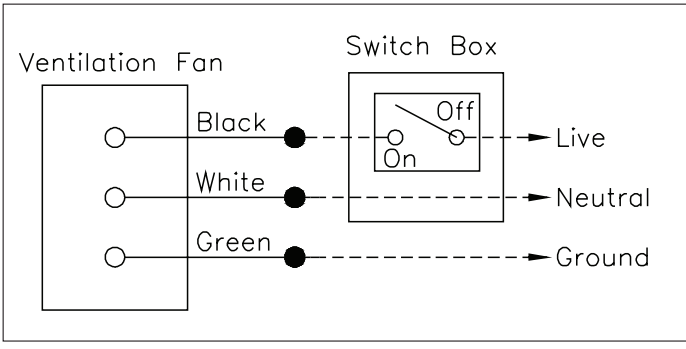
Ensure duct joints and exterior penetrations are sealed with caulk or other similar material to create an air-tight path and to minimize building heat loss and gain and reduce the potential for condensation.

Place/wrap insulation around duct and/or fan to in order to minimize possible condensation buildup within the duct, building heat loss and gain.



Pre-Installation

WIRING DIAGRAMS



QUICK CONNECTOR INSTRUCTIONS

To be sold only with installation instructions.

WARNING: Wiring must comply with all applicable electrical codes. Turn OFF power before removing or installing connectors.

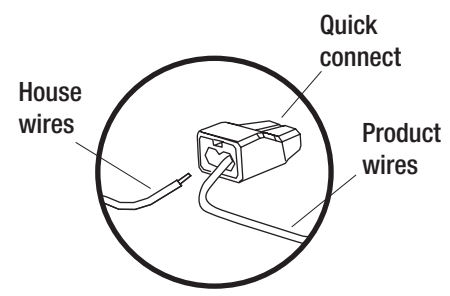
WARNING: COPPER TO COPPER ONLY. Do not use Aluminum wire.

CAUTION: Accessory part (quick connector) should meet installation instructions below.

NOTICE: The connector is reusable on solid wires of the same wire gage or smaller. Do not reuse the connector on stranded wires.

NOTICE: Important wire information. Maximum temperature rating 105°C (221°F). 600 volts maximum for building wire and 1000 volts maximum in signs and lighting fixtures. The acceptable wire range includes: Solid: 12-18 AWG.

- Strip wires 3/8 in. - 1/2 in.
- Grip the wire firmly and push the stripped end of the wire into the open port of the connector. Use only one conductor per port.
- Verify the stripped end of the wires is fully inserted to the back of the connector.



PLANNING INSTALLATION

Before beginning installation of the product, make sure all parts are present. Compare parts with the package contents list and hardware contents. If any part is missing or damaged, do not attempt to install the product.

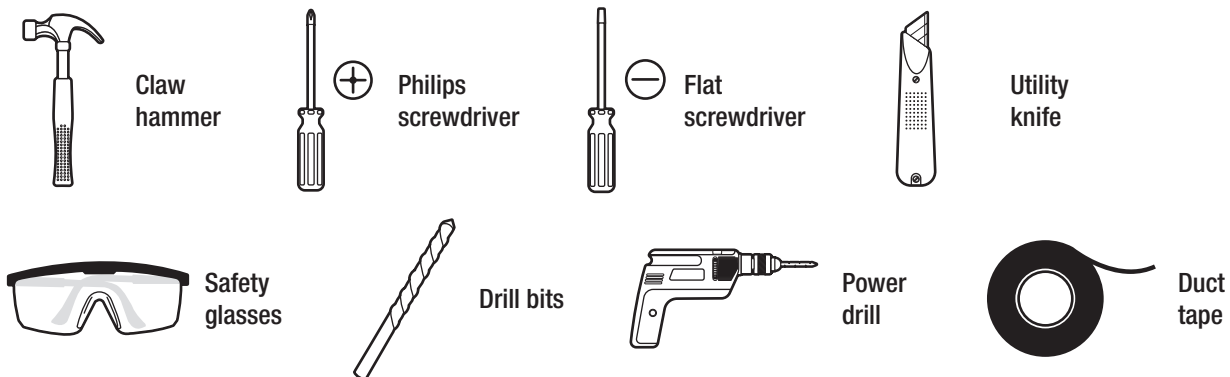
WARNING: Turn off electricity at breaker box before beginning installation.

NOTE: Installation may vary depending on how the previous bath fan was installed. Supplies necessary for the installation of your bath fan are not all included. However, most are available at your local home improvement or hardware store.

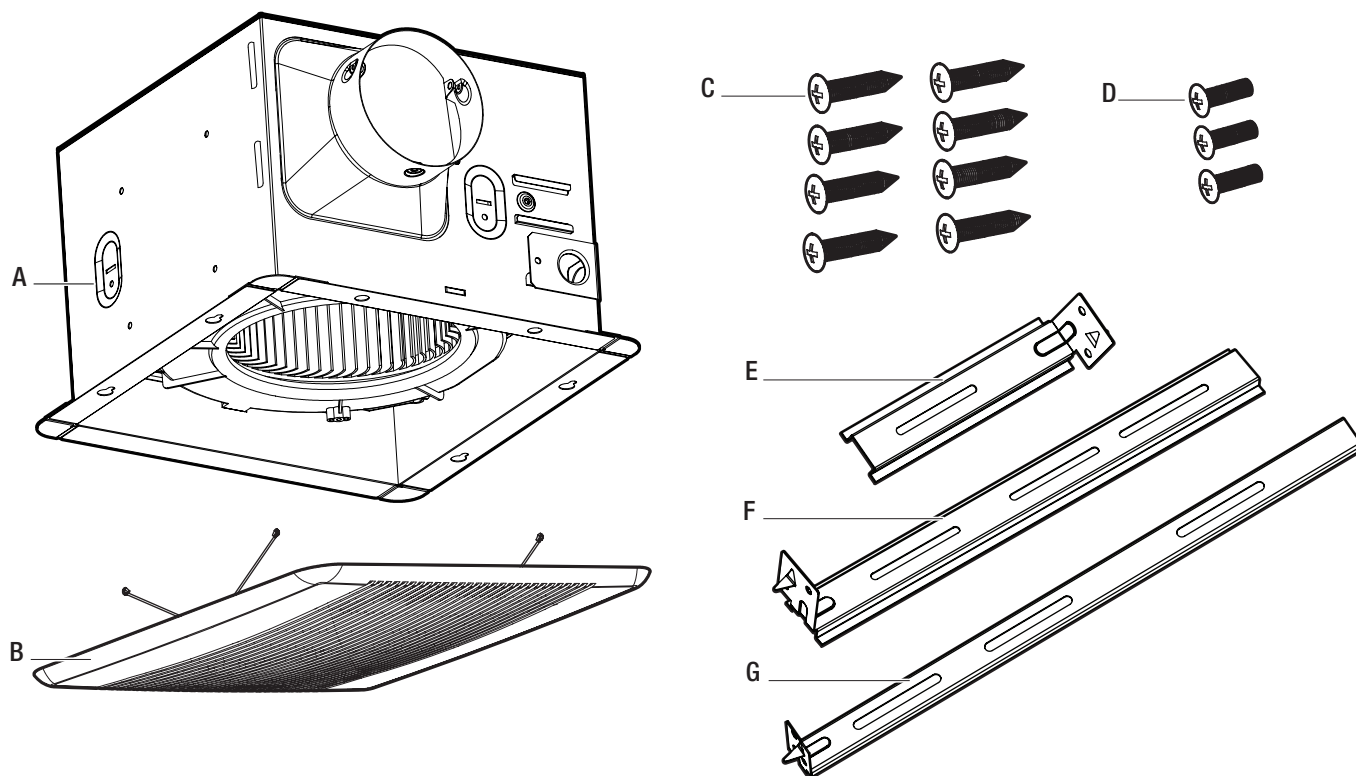
1. Carefully remove the unit from the carton.
2. Check the area above the installation location to be sure that wiring can run to the planned location, that duct work can be run, and the area is sufficient for proper ventilation.
3. Inspect duct work and wiring before proceeding with installation.
4. Before installation, provide inspection and future maintenance access at a location that will not interfere with installation work.
5. You may need the help of a second person to install this fan; one person on the attic side and one on the room side.

Pre-Installation (continued)

TOOLS REQUIRED



PACKAGE CONTENTS



Part	Description	Quantity
A	Fan housing	1
B	Grille	1
C	Long wood screws (M4x30mm)	8
D	Machine screw (M4x12mm)	3
E	Suspension bracket I	1
F	Suspension bracket II	1
G	Suspension bracket III	1

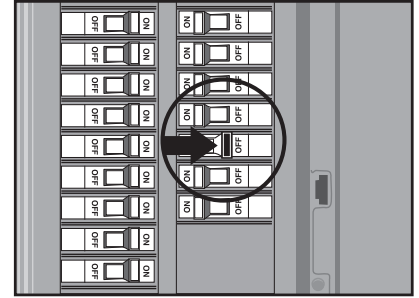
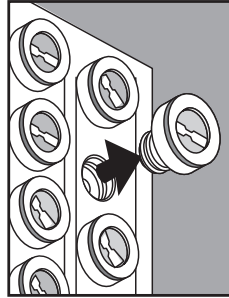
Installation - New Construction



CAUTION: Make sure power is switched off at service panel before starting installation.



NOTE: Ceiling mount only.

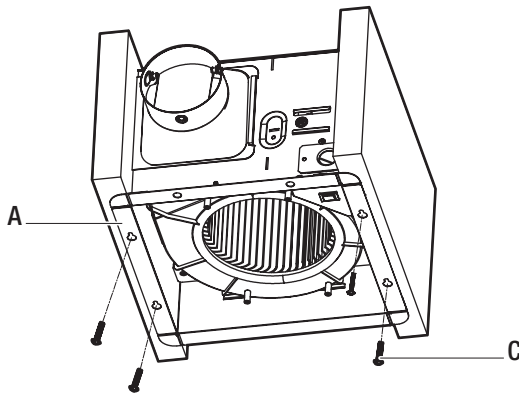


1 Attaching the fan housing to the ceiling joist



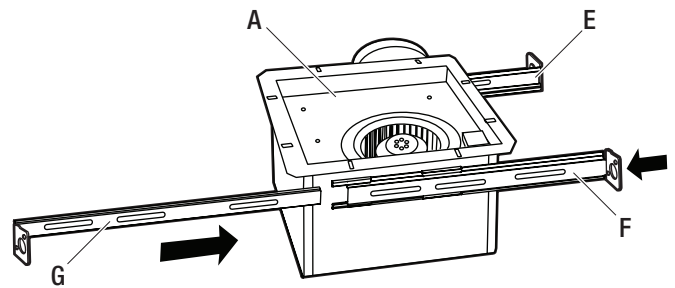
CAUTION: Allow for the thickness of ceiling board used in your application. Do not flush mount to the joist. Flange should be flush with the bottom of the ceiling board.

- If spacing between joists is 12 in. apart, use four long wood screws (C) to attach the fan housing (A) directly to the joists from the bottom through the ceiling board.



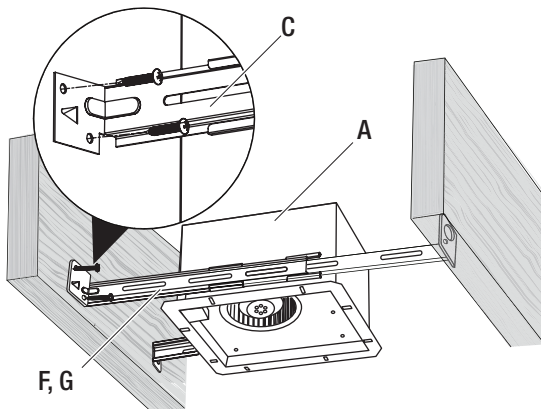
2 Attaching the fan housing to the ceiling joist using suspension brackets

- If spacing between joists is 16 in. - 24 in., insert suspension bracket I (E) into the bracket cover on the duct connector side of the fan housing (A). Then, attach suspension bracket II (F) and suspension bracket III (G) to the back of the fan housing (A).



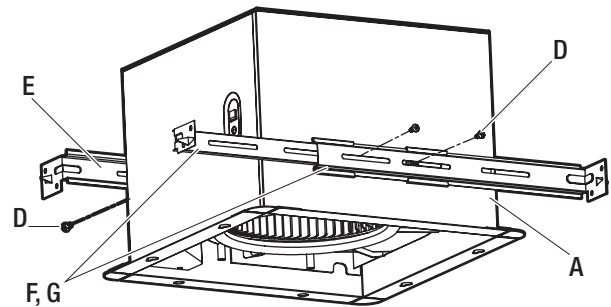
3 Securing the fan housing to ceiling joist

- Secure the fan housing (A) to the joist with suspension brackets (F, G) using long wood screws (C).



4 Securing suspension brackets onto the fan housing

- Secure suspension brackets (F, G) to the fan housing (A) using the two machine screws (D) and secure suspension bracket (E) to the other side of the housing using the machine screw (D).



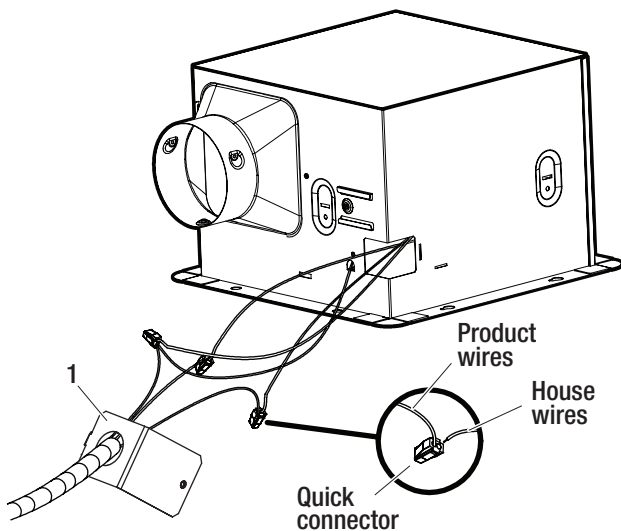
Installation - New Construction (continued)

5 Removing the wiring cover on the fan housing

- Remove the wiring cover (1). Pull the house wires through the wire box cover hole. Using the quick connector, secure 120 V AC house wiring from the wall switch to the fan as shown in the wiring diagram on page 3. 14 AWG is the smallest conductor that should be used for branch circuit wiring.
- Carefully push the connected wires back into the wiring box housing. Reattach the wiring box cover (1).

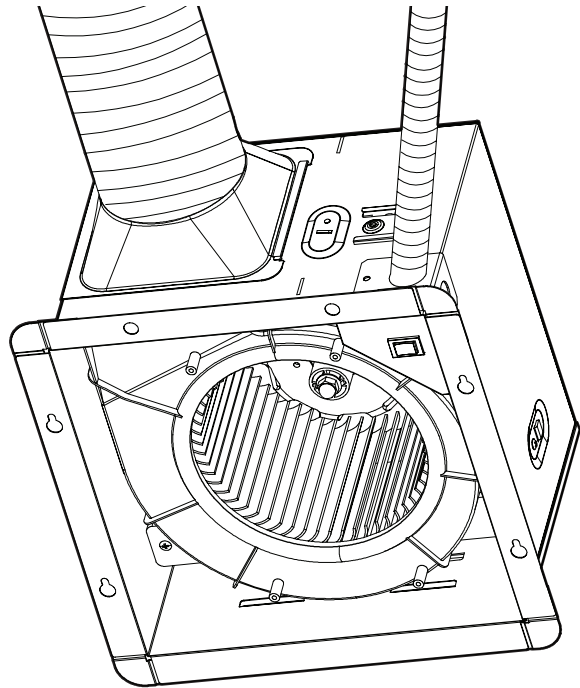


CAUTION: If the electrical wires do not match the colors listed, you must determine what each house wire represents before connecting. You may need to consult an electrical contractor to determine safely.



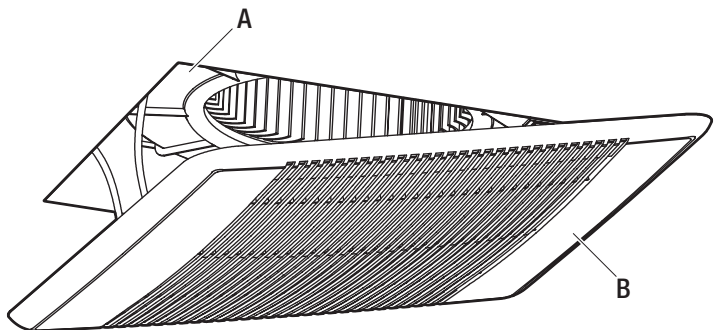
6 Connecting the duct

- Connect a 4 in. circular duct (not supplied) and vent to the outside. Secure it with duct tape (not supplied) or a clamp (not supplied) to make the connection secure and air tight.
- Turn on the power source. Check the fan for any abnormal sound or vibration.



7 Installing the grille

- Use the spring clips to pinch mount and insert the grille (B) into the narrow rectangular slots inside of the fan housing (A) next to the fan motor.



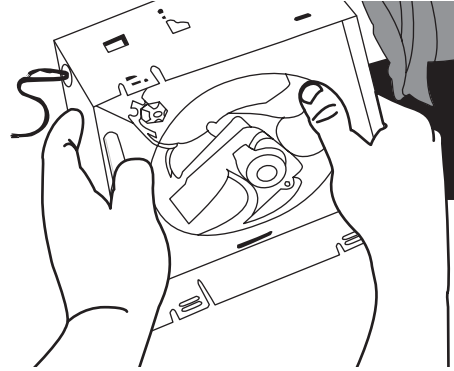
Installation - Existing Construction



CAUTION: Make sure power is switched off at service panel before starting installation.

1 Removing the existing fan

- Remove the old fan from the ceiling.



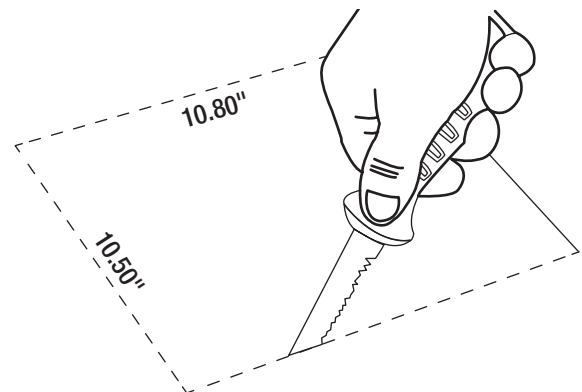
2 Measuring the ceiling opening

- Measure the opening to ensure it is large enough to accommodate the new fan body (A) (10.8 in. x 10.5 in.).



3 Enlarging the opening (optional)

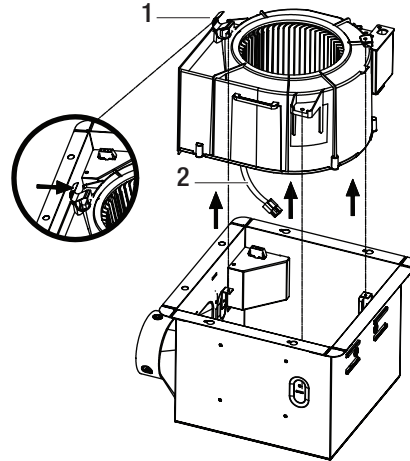
- If this fan is not replacing an old fan, be sure to cut a 10.80 in. x 10.50 in. opening for the fan body (A).
- **MAKE SURE ONE EDGE OF THE OPENING IS FLUSH WITH THE JOIST FOR INSTALLATION FROM BELOW.**



Installation - Existing Construction (continued)

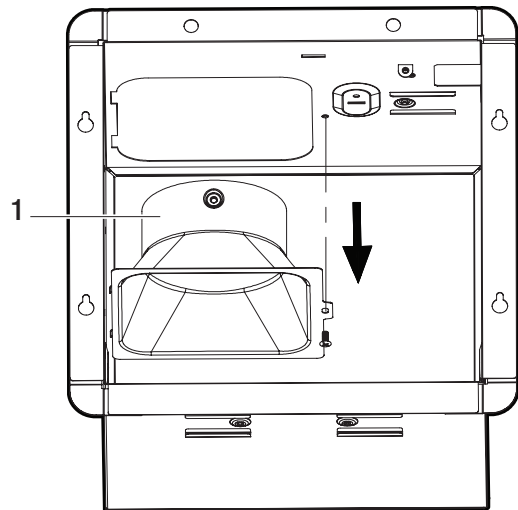
4 Removing the motor and power line

- Loosen the three screws where indicated by the arrows.
- Press the metal clip (1) and remove the motor and power line (2) from the housing (A).



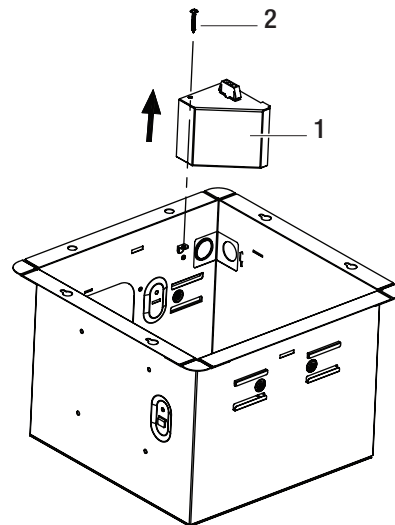
5 Removing the duct

- Loosen the one screw from the housing (A) and remove the duct connector (1).



6 Removing the junction box

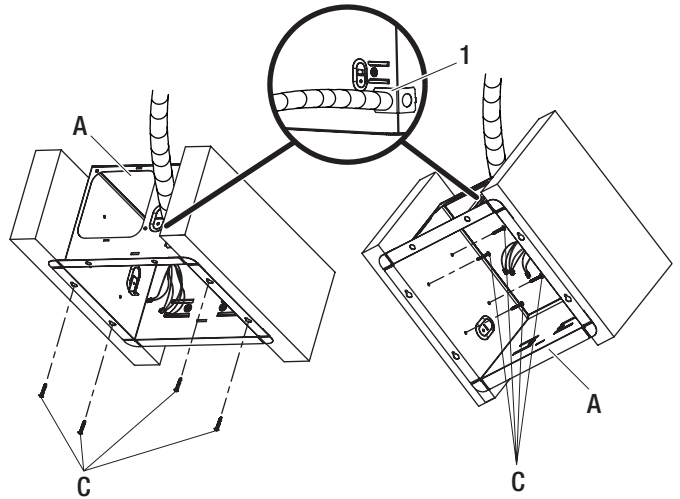
- Remove the junction box (1) from the housing (A) by loosening and removing the screw (2).



Installation - Existing Construction (continued)

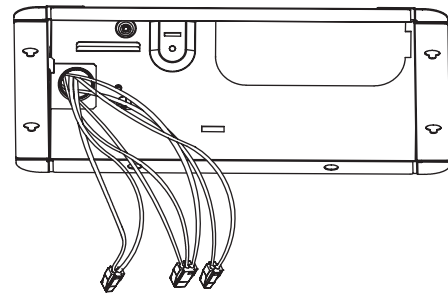
7 Installing the housing

- Pull the house wires through the wire cover hole (1).
- Pull the 4 in. circular duct (not provided) through the housing.
- Install the housing (A) to the joist using one of the following two methods:
 - If spacing between the joists is 12 in., secure the bottom of the housing (A) to the bottom of the joists using screws (C).
 - If spacing between the joists is greater than 12 in., secure either side of the inside of the housing to the joists using screws (C). The left side of the inside housing (A) is shown in the illustration as an example.



8 Connecting the wires

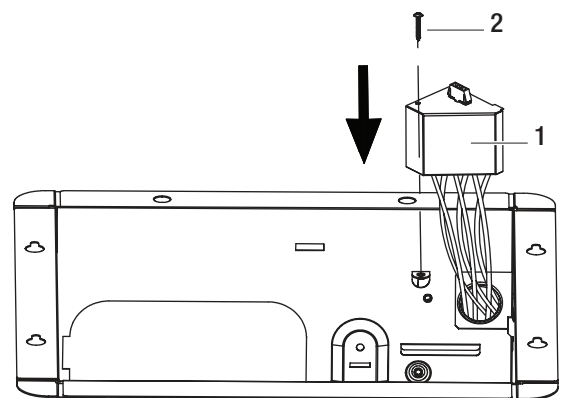
- Using the quick connector, secure 120V AC house wiring from the wall switch to the fan as shown in the wiring diagram on page 4. 14 AWG is the minimum requirement for branch circuit wiring.
- Carefully push the connected wires back into the wiring box housing.



CAUTION: If the electrical wires do not match the colors listed, you must determine what each house wire represents before connecting. You may need to consult an electrical contractor to determine safely.

9 Reinstalling the junction box

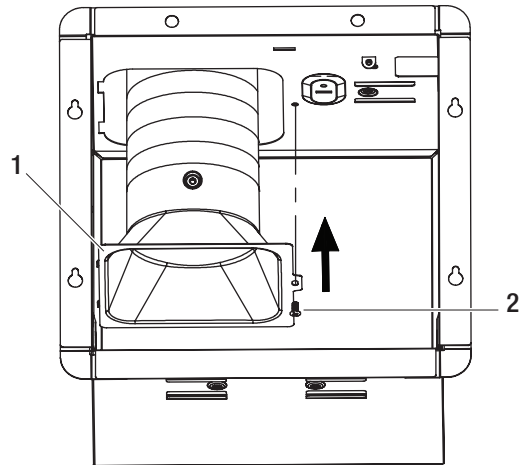
- Reinstall the junction box (1) into the housing using the previously-removed screw (2).



Installation - Existing Construction (continued)

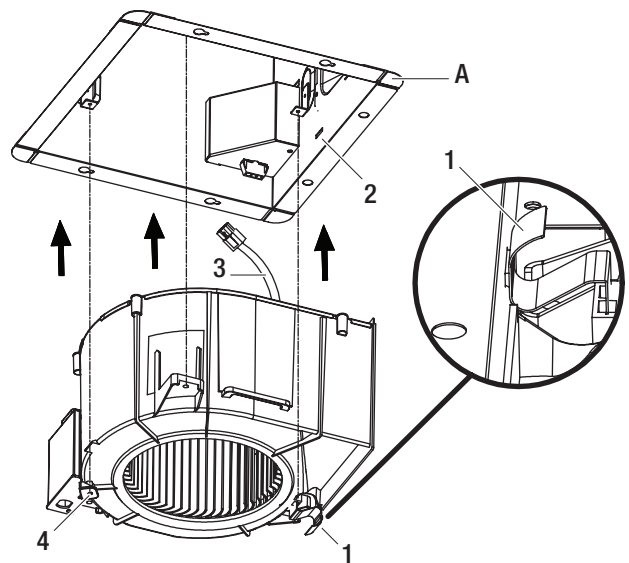
10 Connecting the duct

- Using duct tape or a hose clamp (not included), attach the 4 in. circular duct (not included) to the duct connector (1).
- Reconnect the duct connector using the previously-removed screws (2).



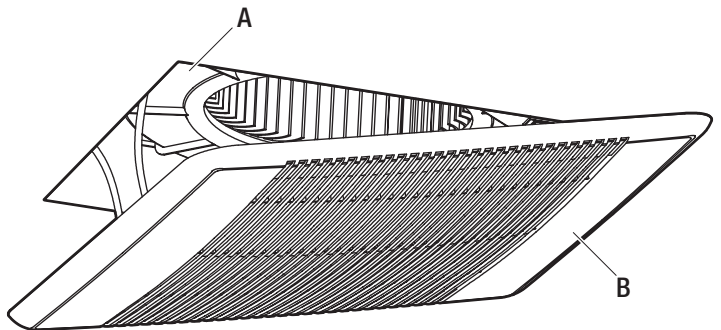
11 Reinstalling the motor into the housing

- Align the motor outlet with the duct connector. Reinstall the motor to the housing, ensuring the metal clip (1) slides into the slot in the housing (2).
- Reconnect the power cord (3) and secure the motor into the housing (A) using the previously-removed screws (4).



12 Installing the grille

- Use the spring clips to pinch mount and insert the grille (B) into the narrow rectangular slots inside of the fan housing next to the fan motor.




Care and Maintenance



WARNING: Disconnect power supply before servicing.

- See SAFETY INFORMATION before proceeding. Routine maintenance should be done at least once a year.
- Never use solvents, thinner or harsh chemicals for cleaning the fan.
- Do not allow water to enter the motor.
- Do not immerse metal parts in water.

Troubleshooting

Problem	Solution	
The fan seems louder than it should.	The CFM is too great.	Be sure the CFM rating on the fan matches the square footage of your room.
	The damper is damaged or not working properly.	Check the damper to ensure it is opening and closing properly. If the damper has become damaged, please call Customer Service.
	The bend in the duct is too close to the fan discharge.	Be sure you do not have any sharp bends in the duct closer than 18 in. to the fan discharge.
	The fan discharge is reduced to fit a smaller duct.	Use the recommended size ducting to reduce fan noise.
	The fan body is not attached securely.	Be sure the fan is securely attached to the ceiling joists.
The fan is not clearing the room.	There is insufficient airflow intake in the room.	Be sure a door or window is slightly ajar or opened to allow airflow. The fan is not able to draw air out of the room without enough airflow to draw from.
	There is insufficient CFM.	Be sure the CFM rating on the fan matches the requirements for your room size. <div data-bbox="911 1146 1521 1299" style="border: 1px solid black; padding: 5px; margin-top: 10px;">  <p>NOTE: Using a tissue is not the correct method for determining if the fan is operating properly. If the fan clears steam from the room within approximately 15 minutes of completing your shower, then the fan is operating properly.</p> </div>



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Retain this manual for future use.