Item #1001 309 458
Model #68130

USE AND CARE GUIDE

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

CAUTION: Incorrect wire connections will damage this receiver.

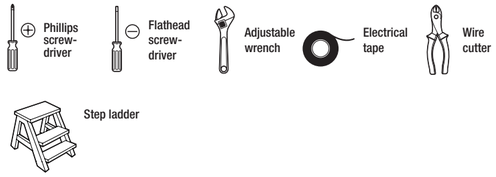
1. Read and save these instructions.
2. All wiring must be in accordance with the National Electrical Code ANSI/NFPA 70-1999 and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. The supply to the remote control receiver should be connected through a mains switch, i.e. existing wall switch.
4. Disconnect from the power supply at the wall switch before working on the remote control receiver or ceiling fan.
5. Install the receiver into the ceiling fan canopy of the fan to ensure proper protection.
6. This unit is to be used for the control of the ceiling fan and in a AC110/120V 60Hz power supply only.
7. Acceptable for installation in damp locations. Do not immerse in water.
8. The remote must be stored in a dry location when not in use.
9. Electrical diagrams are for reference only.
10. Do not pull on or cut leads shorter.
11. Do not drop or bump the unit.
12. After making the electrical connections, secure each with electrical tape; spliced conductors should be turned upward and pushed carefully up into the outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box.

Warranty

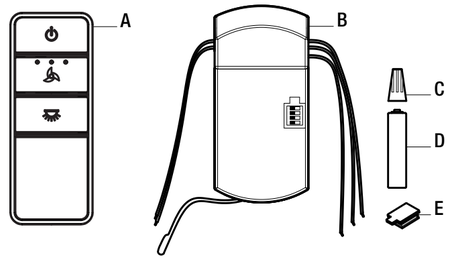
The supplier warrants the remote control and receiver to be free from defects in workmanship and material present at time of shipment from the factory for a period of one year after the date of purchase by the original purchaser. We agree to correct such defects without charge or at our option replace 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



PACKAGE CONTENTS



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.

Part	Description	Quantity
A	Transmitter	1
B	Receiver	1
C	Plastic wire connector	5
D	23A battery (12V)	1
E	Silicone rubber plug	1

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 and keep the battery out of the reach of children.

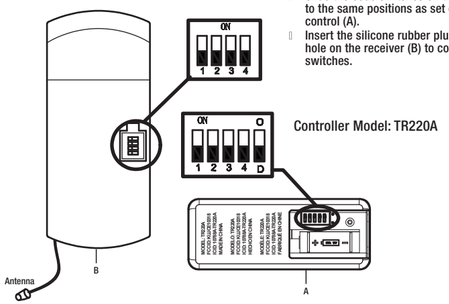
NOTE: It is imperative that the code used for both transmitter and receiver is exactly the same, otherwise remote controller will not work.

Setting the Code on the Remote

- Remove the battery cover on the back of the remote control (A) 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 incandescent bulbs, slide the dip switch O/D to the position marked "D", if you are not using incandescent bulbs slide the dip switch to the "O" position.
- Install the 23A battery (12V) (included).
- Replace the battery cover on the remote control (A).

Setting the Code on the Receiver

- Slide the code switches on the receiver (B) to the same positions as set on the remote control (A).
- Insert the silicone rubber plug (E) into the hole on the receiver (B) to cover the dip switches.



Controller Model: TR220A

Installation (continued)

2 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.

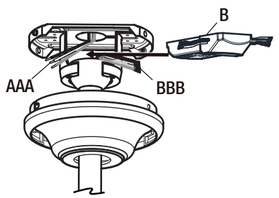
CAUTION: If other fan wires are a different color, have this unit installed by a licensed electrician.

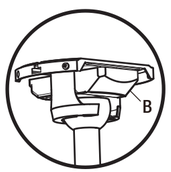
CAUTION: Do not immerse in water. Do not pull on or cut leads shorter. Do not drop or bump the unit.

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

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

- ☐ 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 (as shown, flat side towards the ceiling) into the slide-on mounting bracket until it rests on top of the ball/downrod assembly.





Receiver (B) correctly positioned in the mounting bracket.

Installation (continued)

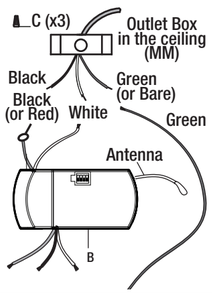
3 Wiring the receiver to the household wiring

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.

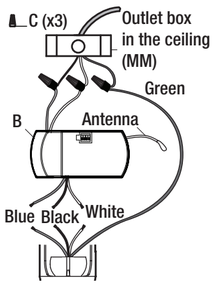
- ☐ Spread the wires apart so that the green and white wires are on one side of the outlet box and the black wire is on the other side.
- ☐ Connect the green fan wires to the household ground wire (this may be a green or bare wire) using a wire connecting nut (AA).
- ☐ Connect the receiver black (or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



4 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).



Operation

1 Operating the remote control

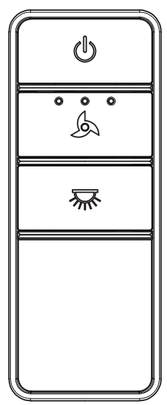
⏻ - Press and release the ⏻ button to turn the fan and the lights on or off.

☐ 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).

- Press and release 1 time - turns the fan on high speed.
- Press and release 2 times - turns the fan on medium speed.
- Press and release 3 times - turns the fan on low speed.
- Press and release 4 times - turns the fan off.

- Press and release the button to turn the light on or off.

If you are using dimmable bulbs and you have previously set O/D dip switch in your remote to the "D" position, press and hold the button to activate the dimmer function.



Troubleshooting

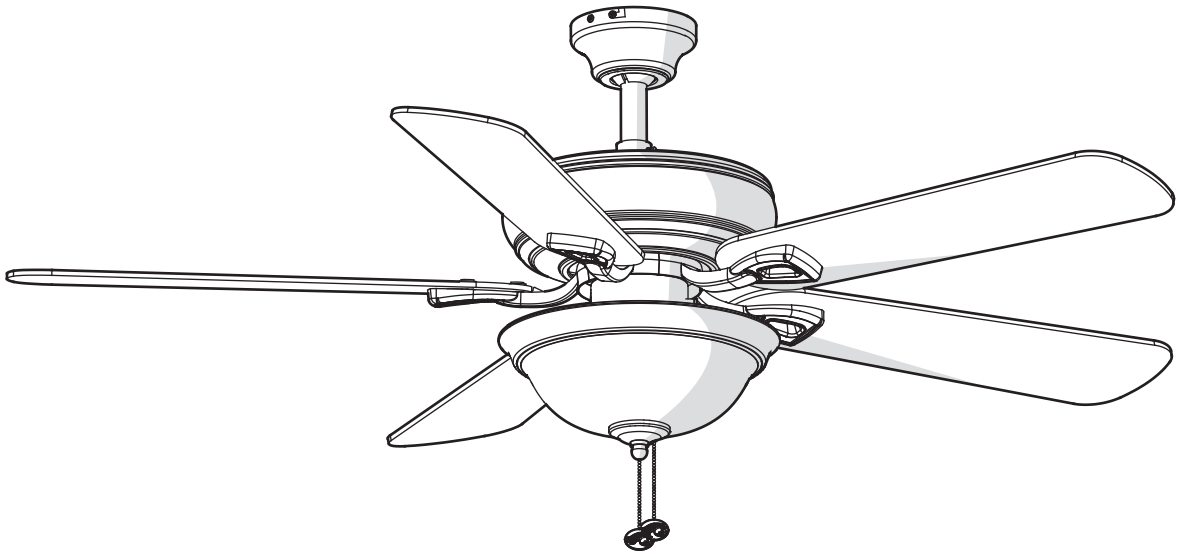
Problem	Solution
The fan will not start.	▯ Check the main and branch circuit fuses or breakers. ▯ Check to make sure the wall switch is in the on position if applicable. ▯ Check the line wire connections to the fan and switch wire connections in the switch housing. ▯ Check the battery in the transmitter. ▯ Ensure you are in the normal range of 10-20 ft (3-6m). ▯ Ensure the dip switch settings are the same on the transmitter and receiver. ▯ Remember to turn off the power supply before checking the dip switches settings.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:
--Reorient or relocate the receiving antenna.
--Increase the separation between the equipment and receiver.
--Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
--Consult the dealer or an experienced radio/TV technician for help.
CAUTION:
Any changes or modifications not expressly approved by the grantee of this device could void the user's authority to operate the equipment.
FCC ID: KUJCE10318
This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Item #1001 029 635, 1001 029 894
Model #51563, 51564
UL Model #52-MLN

USE AND CARE GUIDE

ROTHLEY 52-INCH CEILING FAN



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THANK YOU

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Table of Contents

Table of Contents 2

Safety Information 2

Warranty 3

Pre-Installation 3

Installation 6

Assembly 7

Operation 14

Care and Cleaning 15

Troubleshooting 15

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 35 lbs. (15.9 kg). Use only UL Listed outlet boxes marked “Acceptable for Fan Support of 35 lbs. (15.9 kg) or less.”
4. The fan must be mounted with a minimum of 7 ft. (2 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 the 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, electric shock, or personal injury, mount to outlet box marked “Acceptable for fan support of 35 lbs. (15.9 kg) or less,” and use 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 in.	Low	120	0.21	10	65	1534	16.31 lb (7.4 kg)	18.74 lb (8.5 kg)	1.61 cu.ft.
	Medium		0.34	26	105	3020			
	High		0.49	59	160	4488			

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

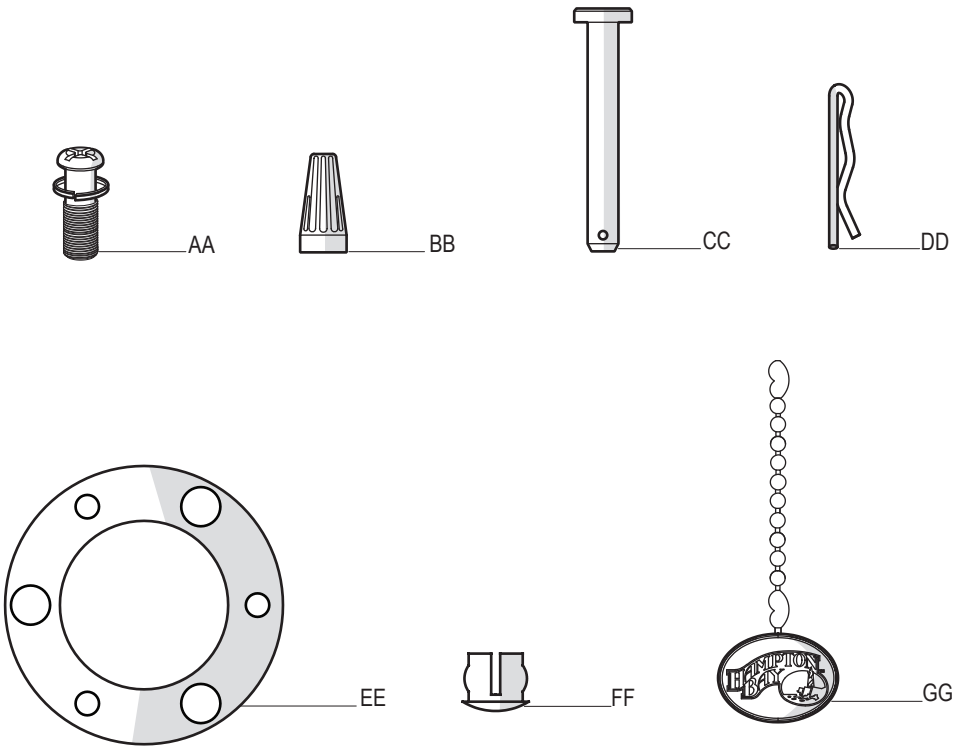

Wire cutter / stripper


Step ladder

Pre-Installation (continued)

HARDWARE INCLUDED

NOTE: Hardware not shown to actual size.

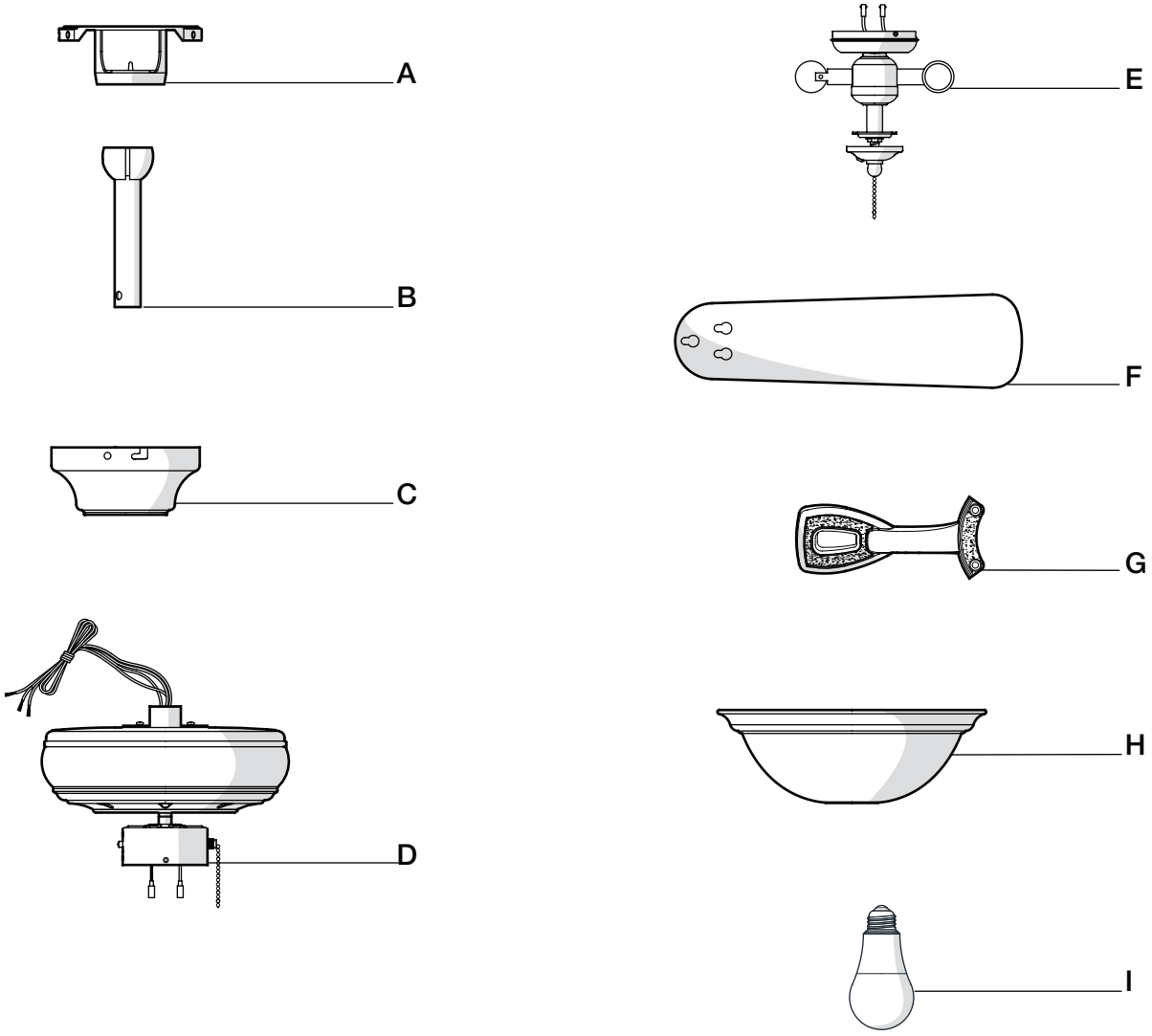


Part	Description	Quantity
AA	Extra blade bracket screw	1
BB	Plastic wire connector	3
CC	Hanger pin	1
DD	Locking pin	1
EE	Rubber gasket	1

Part	Description	Quantity
FF	Plastic Plug (to be used for fan without light kit)	1
GG	Pull chain	2

Pre-Installation (continued)

PACKAGE CONTENTS



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

Part	Description	Quantity
F	Blade	5
G	Blade bracket (with pre-installed screws)	5
H	Shatter resistant bowl	1
I	LED bulbs (9.5-Watt, Maximum)	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.

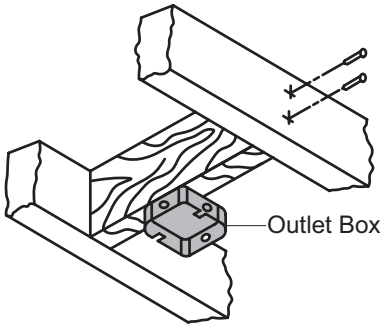
MOUNTING OPTIONS

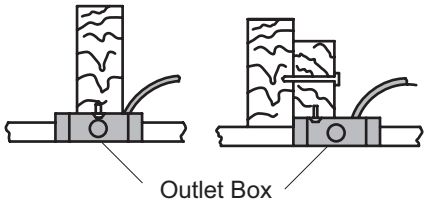
WARNING: To reduce the risk of fire, electric shock or personal injury, mount to an outlet box marked "Acceptable for fan support of 35 lbs. (15.9 kg) or less," and use the screws provided with the outlet box. An outlet box commonly used for the support of lighting fixtures may not be acceptable for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

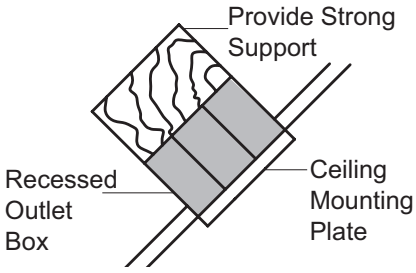
If your ceiling fan does not have an existing UL-listed mounting box, then install one using the following instructions:

- ☐ 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.

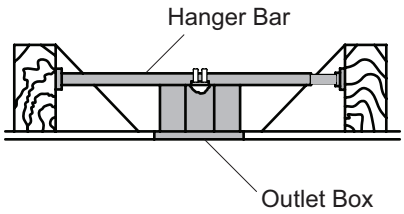
The illustrations below show three different ways to mount the outlet box.







NOTE: You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling. The maximum angle allowable is 20° away from horizontal.



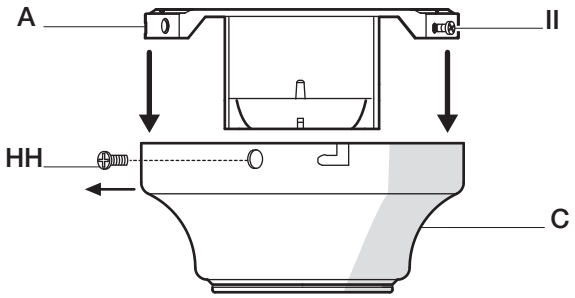
If the canopy (C) touches the ball/downrod assembly (B), then remove the decorative canopy bottom cover and turn the canopy (C) 180° before attaching the canopy (C) to the mounting plate.

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

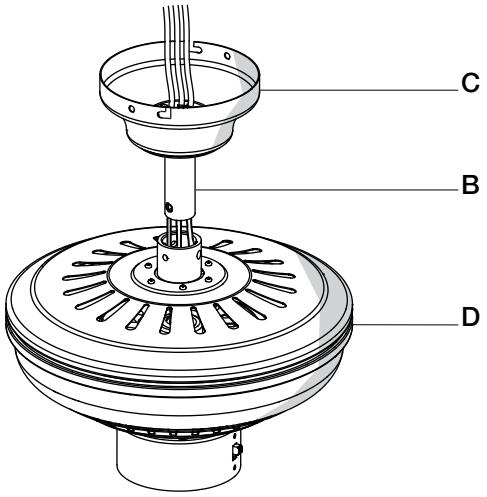
1 Preparing for standard mounting

- ☐ Remove the mounting bracket (A) from the canopy (C) by loosening the two canopy screws (II) located in the “L shaped” slots.
- ☐ Remove and save the two canopy screws (HH) in the round holes. This will enable you to remove the mounting bracket (A).



2 Routing the wires

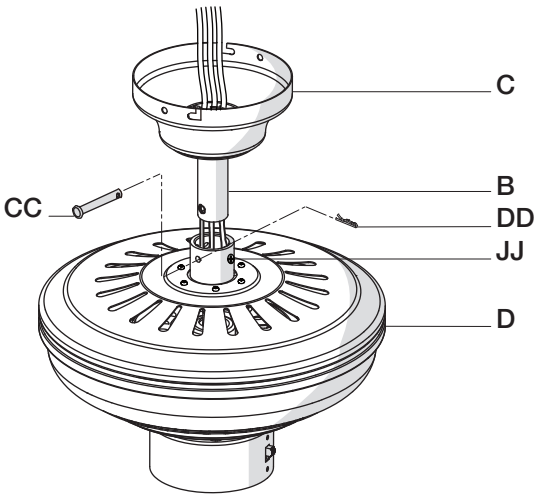
- ☐ Make sure the slot openings are on top and route the wires exiting the top of the fan-motor assembly (D) through the canopy (C) and then through the ball/down-rod assembly (B).



3 Assembling the fan

WARNING: Failure to properly install the locking pin (DD) could result in the fan becoming loose and possibly falling.

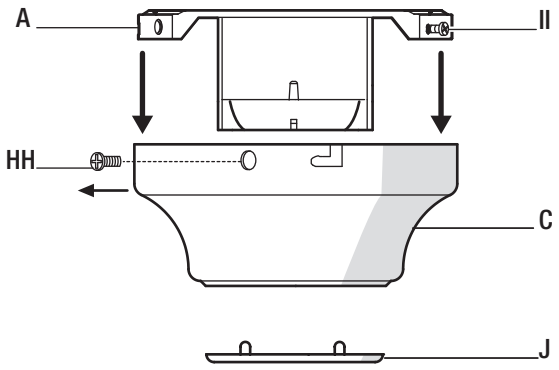
- ☐ Loosen, but do not remove, the setscrews (JJ) on the collar on top of the fan-motor assembly (D).
- ☐ Align the holes at the bottom of the ball/downrod assembly (B) with the holes in the collar on top of the fan-motor assembly (D).
- ☐ Carefully insert the hanger pin (CC) through the holes in the collar and ball/downrod assembly (B). Be careful not to jam the hanger pin (CC) against the wiring inside the ball/downrod assembly (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 (JJ) on the collar on top of the fan-motor assembly (D).



Assembly - Close-To-Ceiling Mount

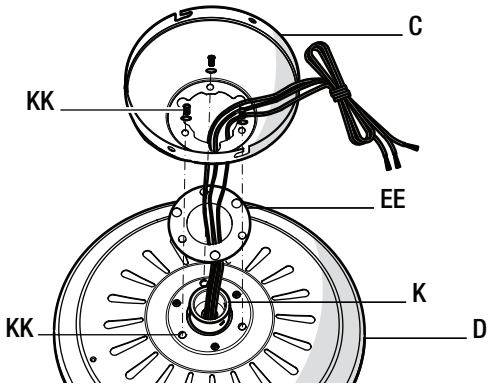
1 Preparing for mounting

- ☐ Remove the mounting bracket (A) from the canopy (C) by loosening the two canopy screws (II) located in the “L shaped” slots.
- ☐ Remove and save the two canopy screws (HH) in the round holes. This will enable you to remove the mounting bracket (A).
- ☐ Remove the decorative canopy bottom cover (J) from the canopy (C) by pressing the three studs.



2 Routing the wires

- ☐ Remove three of the six screws and lock washers (KK) (every other one) securing the motor collar (K) to the top of the fan-motor assembly (D).
- ☐ Route the wires exiting the top of the fan-motor assembly (D) through the rubber gasket (EE) aligning the holes in the rubber gasket (EE) with the three screws holes in the fan-motor assembly(E), then through the canopy (C) (make sure the slot openings are on top).
- ☐ Place the canopy (C) over the collar at the top of the fan-motor assembly (D), aligning the mounting holes with the holes in the motor and fasten using the three screws and lock-washers (KK) removed previously. Tighten the mounting screws securely.



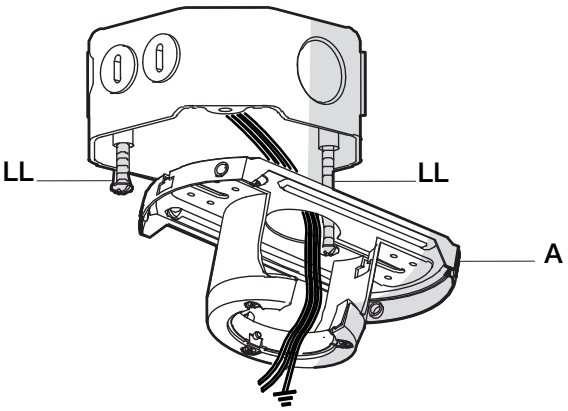
Assembly - Hanging the Fan

1 Attaching the fan to the electrical box

WARNING: To reduce the risk of fire, electric shock or personal injury, mount 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.

NOTE: The mounting bracket (A) is designed to slide into place on an outlet box with the outlet box screws (LL).

- ☐ Pass the 120-Volt supply wires through the center hole in the slide-on mounting bracket (A).
- ☐ Install the slide-on mounting bracket (A) on the outlet box by sliding the slide-on mounting bracket (A) over the two screws (LL) provided with the outlet box. If necessary, use leveling washers (not included) between the slide-on mounting bracket (A) and the outlet box. The flat side of the slide-on mounting bracket (A) should face toward the outlet box, as shown.
- ☐ Securely tighten the two mounting screws (LL).



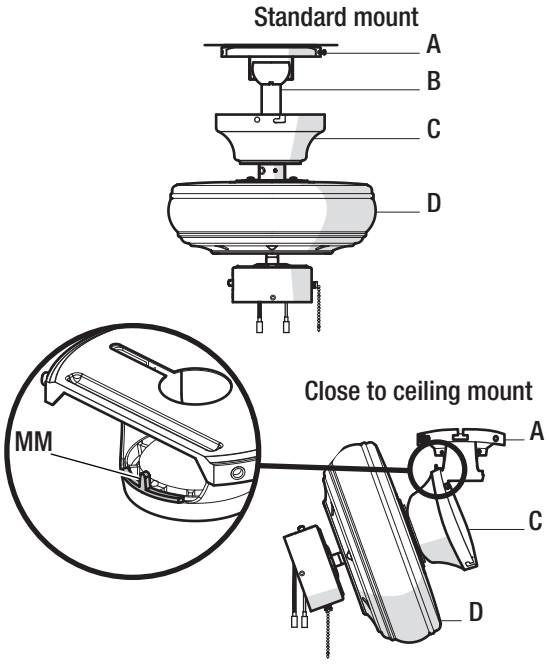
Assembly - Hanging the Fan

2 Hanging the fan

WARNING: The hook (MM) is only to balance the fan while making the electrical connections. Failure to hang as shown may result in the hook (MM) breaking, causing the fan to fall. The hook must pass from the inside to the outside of the canopy.

WARNING: When hanging the fan on the hook (MM) it is critical that you use one of the non-slotted (round) holes in the canopy (C).

- ☐ Carefully lift the fan-motor assembly (D) up to the slide-on mounting bracket (A).
- ☐ Insert the ball portion of the ball/downrod assembly into the socket of the slide-on mounting bracket.
- ☐ Turn the ball/downrod assembly clockwise until it is seated with the tab of the slide-on mounting bracket aligned with the slot in the ball.
- ☐ If using close-to-ceiling mounting, hang the fan on the hook provided by utilizing one of the round holes at the outer rim of the ceiling canopy (C).



Assembly - Hanging the Fan (continued)

3 Making the electrical connections

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.

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

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

NOTE: The fan comes with 54 in. lead wires 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.).

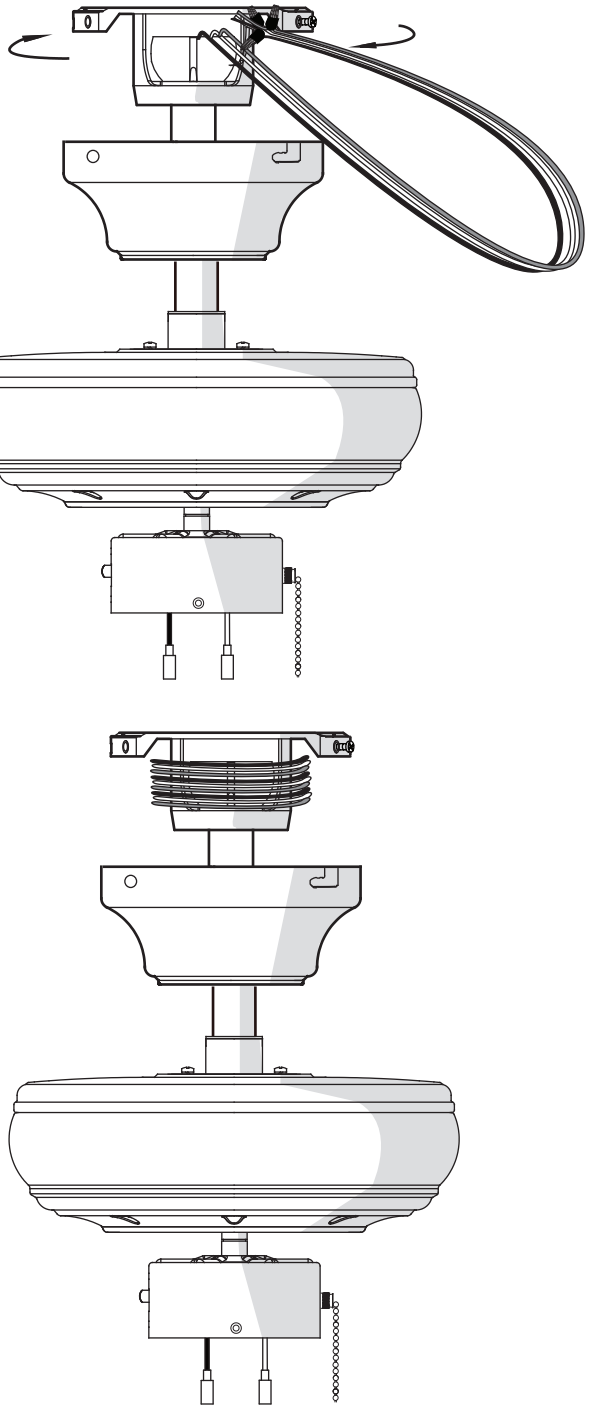
- ☐ Please refer to remote control installation instructions at the beginning of this document.

Assembly - Hanging the Fan (continued)

4 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.

- ☐ Gently wrap the excess wire around the mounting bracket.
- ☐ Secure with electrical tape.

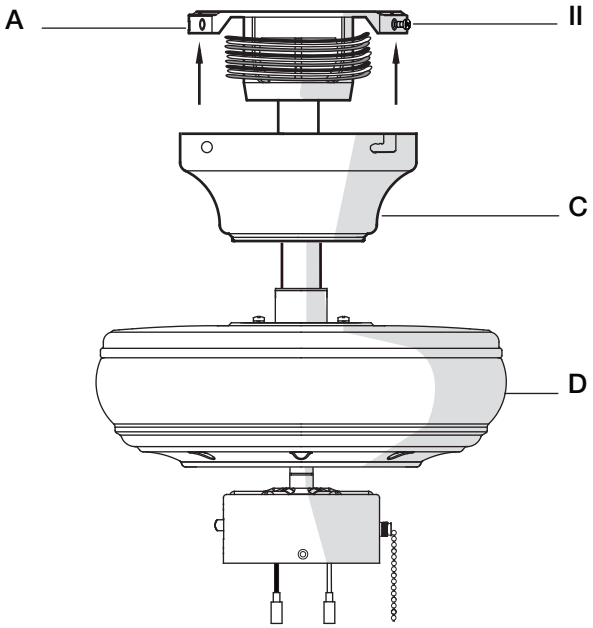


5 Mounting the fan-motor assembly (standard mount)

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.

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

- ☐ Align the locking slots of the ceiling canopy (C) with the two screws (II) 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 two mounting screws (saved from Assembly Step 1 “Prepairing for mounting”) into the holes in the canopy (C) and tighten firmly.

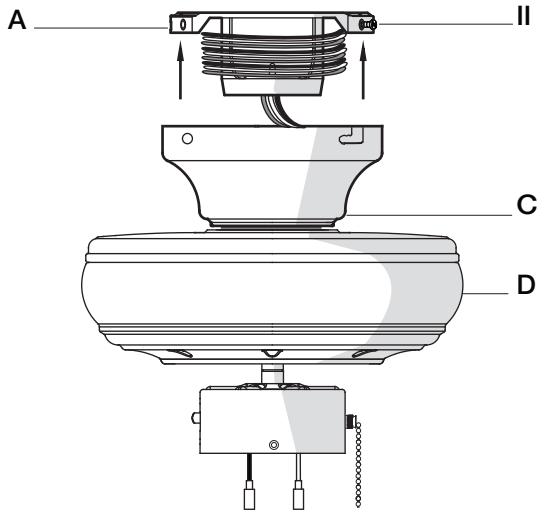


Assembly - Hanging the Fan (continued)

6 Mounting the fan-motor assembly (close-to-ceiling mount)

WARNING: The locking slots of ceiling canopy are provided only as an aid to mounting. Do not leave the 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 (II) 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 two mounting screws (saved from Assembly Step 1 "Prepairing for mounting" into the holes in the canopy (C) and tighten firmly.
- ☐ You may now proceed to attaching the fan blades.



Assembly - Attaching the Fan Blades

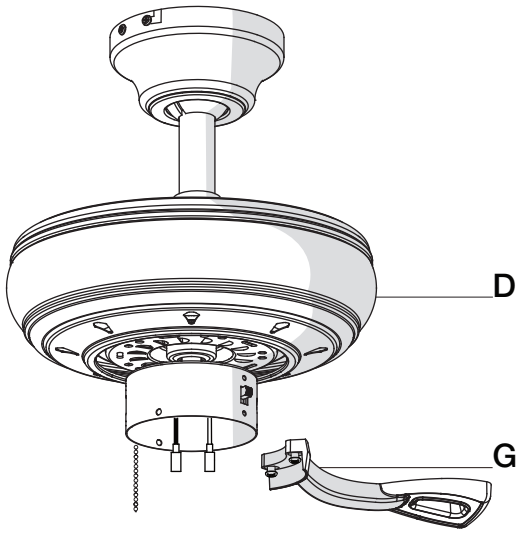
1 Fastening the blade brackets to the motor

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

NOTE: Your fan features revolutionary advancements for quick and easy blade installation. Including an alignment post and captive blade bracket screws.

NOTE: Your fan blades are reversible. Select the blade side finish which best accentuates your decor.

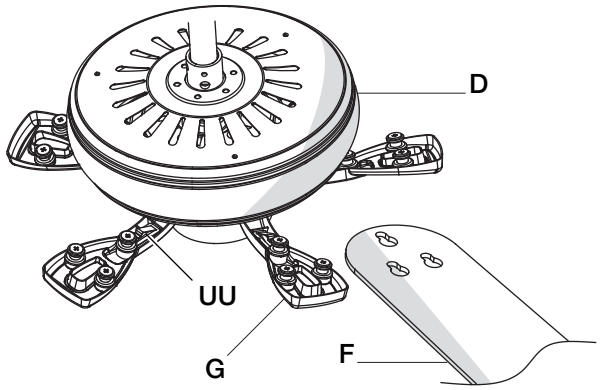
- ☐ Fasten the blade brackets (G) to the fan-motor assembly (D) by inserting the alignment post into the slot on the bottom of the motor and tightening the pre-installed blade bracket screws.
- ☐ Repeat this step for the remaining blade assemblies.



Assembly - Attaching the Fan Blades

2 Attaching the blades to the blade brackets

- ☐ Mount the fan blade (F) to the blade bracket (G) by aligning the three key-slot holes in the blade (F) with the three posts on the top of the blade bracket (G).
- ☐ Hold the blade (F) with both hands close to the blade bracket (G) down firmly. Ensure the key-slot holes are properly seated on the blade bracket (G) posts.
- ☐ While still holding the blade (F) down with both hands, firmly slide the blade (F) until it engages in the locking mechanism (UU). Make sure the locking mechanism (UU) at the rear of the blade bracket (G) springs upward and butts against the edge of the blade (F), indicating a secure connection.
- ☐ Visually inspect the top of the blade bracket (G) to ensure the locking mechanism is securely in place.
- ☐ Repeat this procedure for the remaining blades (F).



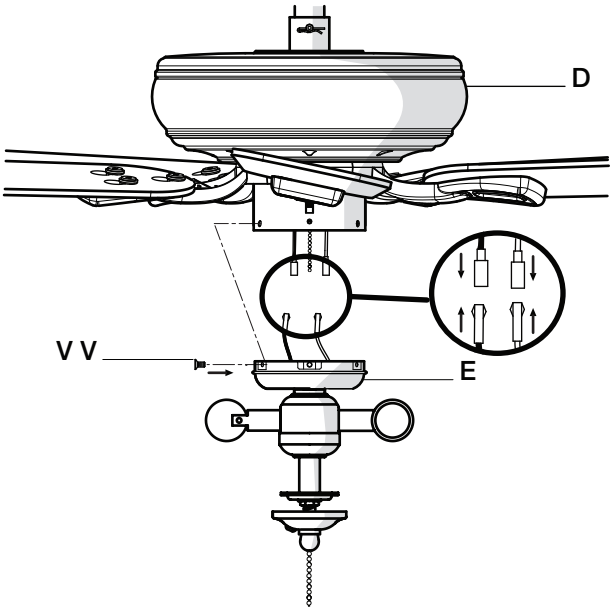
Assembly - Attaching the Lights

1 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* on page 14.

- ☐ Remove the three screws (V V) 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 into the switch cup.
- ☐ Align the three holes in the switch cup cover of the light kit fitter assembly (E) with the three holes in the switch cup of the fan-motor assembly (D). Make sure the notch in the switch cup cover of the light kit fitter assembly (E) clears the reversing switch in the switch cup of the fan-motor assembly (D). Position the light kit fitter assembly (E) and re-install the three screws (V V) that were removed in first step to secure the light kit fitter assembly (E).



Assembly - Attaching the Lights

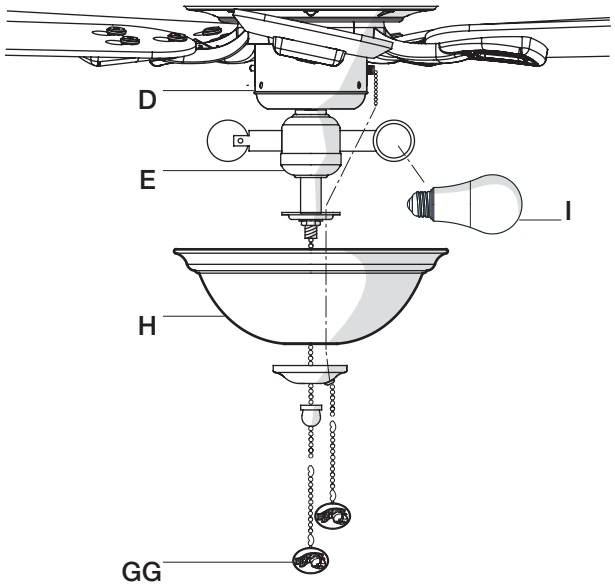
2 Installing the bulbs and shatter resistant bowl

WARNING: Allow the shatter resistant bowl to cool completely before removing.

CAUTION: Make sure the power is off before attaching or removing the shatter resistant bowl.

CAUTION: Do not over tighten the hex nut, overtightening the hex nut may cause the shatter resistant bowl to break.

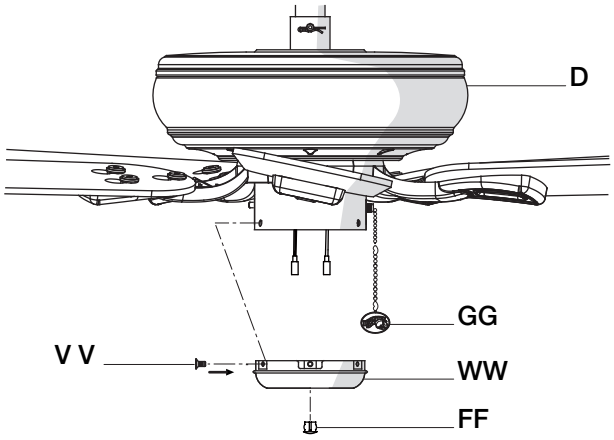
- ☐ Remove the finial and the bottom cover from the threaded nipple of the light kit fitter assembly (E).
- ☐ With the power off, install the two LED bulbs (I) by screwing them into the light bulb sockets.
- ☐ Position the shatter resistant bowl (H), re-install the bottom cover over the threaded nipple, and direct the fan pull chain through the side hole of the bottom cover.
- ☐ Re-install the finial over the threaded nipple and direct the light pull chain through the hole of the finial, and tighten the finial securely.
- ☐ Attach the pull chain extensions (GG) provided to the light pull chain and fan pull chain.



Assembly - Assembling the Fan Without the Light Kit

1 Assembling the fan without the light kit

- ☐ In order to use the fan without the light kit, remove the switch cup cover (WW) from the top of the light kit fitter assembly (E) by removing the center hex nut inside the switch cup cover (WW), and then thread the switch cup cover (WW) off of the threaded nipple on the top of the light kit fitter assembly (E).
- ☐ Press the plastic plug (FF) into the center hole of the switch cup cover (WW).
- ☐ Remove the three screws (V V) on the switch cup cover (WW).
- ☐ Align the three holes in the switch cup cover (WW) with the three holes in the switch cup of the fan-motor assembly (D). Make sure the notch in the switch cup cover (WW) clears the reversing switch in the switch cup of the fan-motor assembly (D).
- ☐ Re-install the three screws (V V) that were removed in first step to secure the switch cup cover (WW).



OPERATING YOUR FAN

Turn on the power and check the operation of the fan. The fan pull chain controls the fan speed as follows:

1 pull - High, 2 pulls - Medium, 3 pulls - Low, 4 pulls - off

The appropriate speed settings for warm or cool weather depends on factors such as the room size, ceiling height, and number of fans.

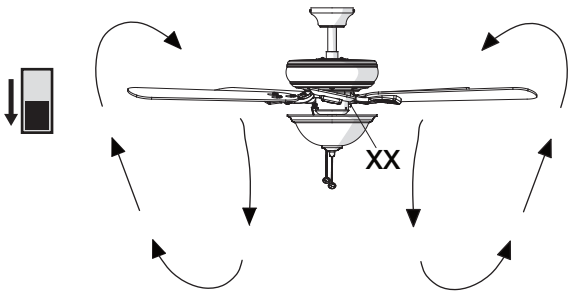
The slide switch (XX) controls the direction of the blades: forward (switch down) or reverse (switch up).

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

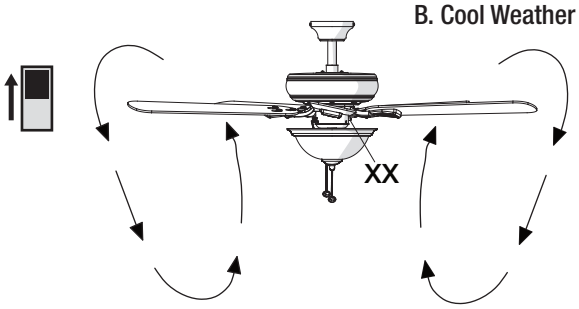
A. Warm weather - (Forward) A downward airflow creates a cooling effect. This allows you to set your air conditioner on a higher setting without affecting your comfort.

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

A. Warm Weather



B. Cool Weather



Care and Cleaning

WARNING: Make sure the power is 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 the fan from the 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.
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. - 6 p.m., EST, Monday-Friday

1-855-HD-HAMPTON

HAMPTONBAY.COM

Retain this manual for future use.