

# WindPro18F

# High-Velocity Portable Floor Fan



# **OWNER'S MANUAL**

Read and save these instructions.



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For questions regarding your product, please contact us at:

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# **READ AND SAVE THESE INSTRUCTIONS.**

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# PRODUCT SPECIFICATIONS

MODEL NO.	WindPro18F
VOLTAGE:	120V/60Hz
AMPS:	0.831A
WATTS(LOW/MED/HIGH):	80W/90W/100W
DIMENSIONS (W X H X L):	21.18" x 20.08" x 10.75"
CERTIFICATION:	CETL

# **Register Your Product Online**

#### **Register Your NewAir Product Online Today!**

Take advantage of all the benefits product registration has to offer:



#### Service and Support

Diagnose troubleshooting and service issues faster and more accurately



#### **Recall Notifications**

Stay up to date for safety, system updates and recall notifications



### **Special Promotions**

Opt-in for NewAir promotions and offers

Registering your product information online is safe & secure and takes less than 2 minutes to complete:

# register.newair.com

Alternatively, we recommend you attach a copy of your sales receipt below and record the following information, located on the manufacturer's nameplate on the rear of the unit. You will need this information if it becomes necessary to contact the manufacturer for service inquiries.

Date of Purchase:		 
Serial Number:	 	 
Model Number:	 	 

## SAFETY INFORMATION



When using any electrical appliance, basic safety precautions must be followed in order to reduce the risk of fire, electrical shock and/or injury to persons or property. Be sure to read all instructions before using this appliance and observe the following safety tips:

This product is intended for indoor residential and office use only, not for industrial or other commercial applications. Use only with electrical wiring that is in good working order and that meets applicable codes and ordinances. If you have any questions about your wiring, consult a qualified electrician before use

- Use this fan only as described in this manual. Any other use not recommended by the manufacturer may cause electrical shock, fire or injury to persons.
- Do not operate the fan with a damaged power cord or after the fan malfunctions or has been dropped in any manner.
- Use of extreme caution is necessary when any fan is used by or near children, disabled persons or pets and whenever the fan is left operating unattended.
- Do not place the fan on a small, unstable, or uneven surface, or any surface, which might allow fan to tip or fall.
- For proper operation, the fan should be placed on a smooth, non-combustible, level surface.
- Always unplug the fan when not in use, when moving from place to place, when assembling or disassembling parts, and before cleaning.
- The use of attachments not recommended or sold by the manufacturer may cause hazards.
- Do not use outdoors.
- Do not use the fan near the window. Rain may cause electrical hazard (applicable for non-window models).
- Do not operate the fan with blade guards or any safety device removed.

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- Avoid the use of extension cords due to risk of fire. If an extension cord must be used, the cord must be minimum 14 AWG and rated not less than 1875 watts.
- Do not run power cord under carpeting. Do not cover cord with throw rugs, runners or the like. Arrange cord away from traffic area where it will not be tripped over.
- Do not insert or allow any object to enter any openings on the fan. Doing so may cause electric shock and/or fire hazard. Avoid contact with moving parts on the fan.
- This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety.
- Children should be supervised to ensure they do not play with the appliance.

# WARNINGS



#### WARNING: Shock Hazard

Use your fan only in dry environments. This fan is not intended for use in a bathroom, laundry area, or similar locations, or near sinks, washing machines, swimming pools or other sources of water. Never locate the fan where it may fall into a bathtub or other water receptacle. Do not use in damp environments such as flooded basements.

#### WARNING: Hot Surfaces

Do not touch the fan motor when in use. The motor is hot when in use, to avoid burns do not let bare skin touch hot surfaces.

#### WARNING: Fire Hazard

Fans have arcing or sparking parts inside. Do not use near combustible materials or flammable gases or sources of heat. Do not use in areas where gasoline, paint or flammable materials are used or stored. To prevent a possible fire, do not block air intakes or exhaust in any manner. Do not insert or allow foreign objects to enter any ventilation or exhaust opening as this may cause an electric shock, fire, or damage the fan.

WARNING: Electrical Shock Hazard

Do not use with damaged cord or plug. Use with adequate electrical system that is up to code.

**CAUTION**: To prevent electric shock, this product has a three prong grounded plug that must be inserted into a matching properly grounded outlet to reduce the risk of electrical shock. Do not attempt to defeat this safety feature.

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

Do not operate any fan with a damaged cord or plug or after fan malfunctions, has been dropped or damaged in any manner. Do not operate the fan with a broken blade, safety cage or any visual imperfections. Disconnect power before servicing.

Avoid the use of extension cords due to risk of fire. If an extension cord must be used, the cord must be minimum 14 AWG and rated not less than 1875 watts. Do not use an extension cord unless the plug can be completely inserted into its receptacle. Unplug the fan when not in use. Do not operate fan with its ventilation obstructed.

## ASSEMBLY INSTRUCTIONS

#### ASSEMBLY OF THE METAL BASE

Before installation, ensure the fan is unplugged from the power supply and turned off before commencing assembly.

- 1. Unscrew the screws from the **Metal Tube**.
- 2. Insert the **Metal tubes** into the **Metal Base**, re-insert and tighten the screws.

#### OPERATING THE FAN

Always operate the fan in the upright position following all instructions and recommendations listed in this manual.

Place the fan in the area of the room that will provide proper fan cooling.

Plug fan directly into 120 volt A.C., 60 Hz wall outlet. Be sure plug fits tightly in outlet. A loose connection may cause overheating and damage to the plug or fan. **NOTE:** To prevent overloading a circuit, do not plug the fan into a circuit that is servicing other electrical needs.

Place the fan on stable level surface. Plug fan into properly grounded outlet. To start the fan, turn the switch from the OFF position to the desired fan speed.

To turn the fan off, turn the switch from the current fan speed setting to the off position. Remove plug from outlet.

To adjust the tilt angle, use a knob wrench to loosen the adjustment screw. After adjustment, retighten the adjustment screw.

# FAN CRADLE ASSEMBLY

Simple assembly is required to use this fan.

- 1. Align Cradle Base (packed separately) with support brackets attached to fan body sides. **Note**: you may need to flex the parts to make them align properly.
- 2. Insert support bracket into the opening of Cradle Base. Press spring loaded button down to allow it to insert into the Cradle Base (Fig 1).
- 3. Press the support bracket into the Cradle Base until the spring button protrudes out the open hole in Cradle Base (Fig. 2).
- 4. Repeat above process for opposite side of fan





# **CLEANING & MAINTENANCE**

# TAKING CARE OF YOUR PRODUCT

**CAUTION**: Before cleaning the fan be sure to disconnect power cord from the plug. Clean the grille surface with a clean damp cloth. Do not use harsh chemical or abrasive cleaners. DO NOT SUBMERGE THE FAN OR ANY WIRES IN WATER. Replace front grille before fan use. Allow the fan to dry completely before use. Periodic grille cleaning with a vacuum will prevent dust build up. The motor is sealed and does not require any interior maintenance, cleaning or lubrication.

The internal motor bearings are permanently lubricated at the factory and do not require any additional lubrication.

Keep original carton for storage of the fan. Coil and tie the power cord to avoid damage during storage.

# FUSE REPLACEMENT

This product employs overload protection (fuse). A blown fuse indicates an overload or short-circuit situation. If the fuse blows, unplug the product from the outlet. Replace the fuse as per the user servicing instructions (follow product marking for proper fuse rating) and check the product. If the replacement fuse blows, a short circuit may be present and the product should be discarded or returned to an authorized service facility for examination and/or repair.

- 1. Grasp plug and remove from the receptacle or other outlet device. Do not unplug by pulling on cord.
- 2. Open the fuse cover by sliding open the fuse access cover on top of attachment plug towards blades. See Fig. 2.
- 3. Remove the fuse carefully. Use a small tool to pry the end of the fuse from holder cavity. Be careful not to break glass window.
- 4. Replace fuse.

**WARNING**: Risk of fire. Replace fuse only with identical 2.5 or 5.0 Amp, 125 Volt fuse. Be sure fuse is properly seated within its cavity.

Close fuse cover by sliding it back to its original closed position.



# TROUBLESHOOTING

Problem The fan will not operate.	Possible Causes The fan isn't plugged in and/or the electrical outlet isn't working properly.	Solution Make sure the fan is plugged in and/or the electrical outlet is working properly.
	The circuit breaker may be tripped or there is a blown fuse.	Reset the circuit breaker or check for a broken fuse.
The fan is not rotating.	Obstructions are keeping the fan from working.	Check for obstructions. If you find an obstruction, turn the fan off. Unplug the fan and carefully remove the obstruction. Plug the fan in and turn it on again by referring to the operating instructions.

# LIMITED MANUFACTURER'S WARRANTY

This appliance is covered by a limited manufacturer's warranty. For one year from the original date of purchase, the manufacturer will repair or replace any parts of this appliance that prove to be defective in materials and workmanship, provided the appliance has been used under normal operating conditions as intended by the manufacturer.

## Warranty Terms:

During the first year, any components of this appliance found to be defective due to materials or workmanship will be repaired or replaced, at the manufacturer's discretion, at no charge to the original purchaser. The purchaser will be responsible for any removal or transportation costs, if needed.

## Warranty Exclusions:

The warranty will not apply if damage is caused by any of the following:

- Power failure
- Damage in transit or when moving the appliance
- Improper power supply such as low voltage, defective household wiring or inadequate fuses
- Accident, alteration, misuse or abuse of the appliance such as using non-approved accessories, inadequate air circulation in the room or abnormal operating conditions (extreme temperatures)
- Use in commercial or industrial applications
- Fire, water damage, theft, war, riot, hostility or acts of God such as hurricanes, floods, etc.
- Use of force or damage caused by external influences
- Partially or completely dismantled appliances
- Excess wear and tear by the user

Replacement parts and/or units will be new, re-manufactured or refurbished and is subject to the manufacturer's discretion. For technical support and warranty service, please email support@newair.com