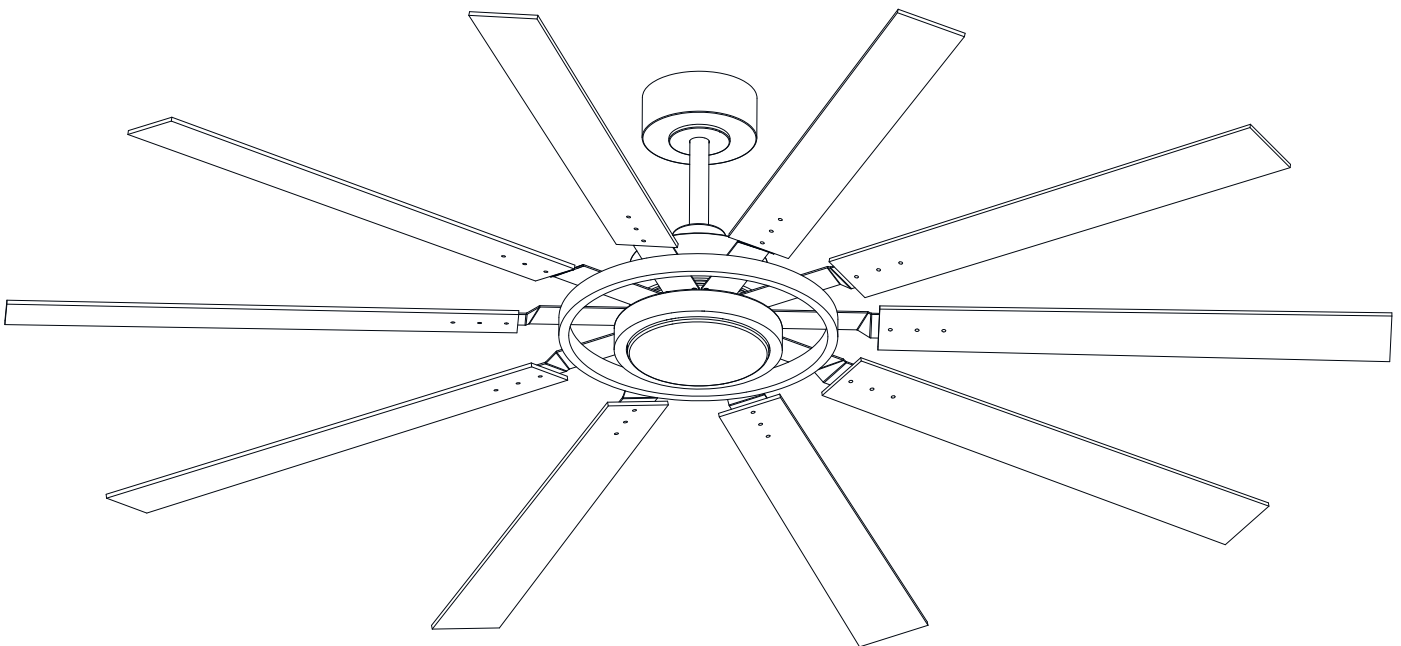


# INSTALLATION & USER MANUAL

## CEILING FAN WITH LIGHT



ITEM #35097-BK-H

Customer Service: [support@ceilingfanhelp.com](mailto:support@ceilingfanhelp.com)

# Table of Contents

|                          |   |                                      |      |
|--------------------------|---|--------------------------------------|------|
| Table of Contents.....   | 2 | Exploded View - - - - -              | 4    |
| Safety Information.....  | 2 | Installation Instructions - - - - -  | 5-10 |
| Dimension Reference..... | 3 | Remote Control Instructions- - - - - | 11   |
| Hardware Included.....   | 3 | Troubleshooting Guide . - - - -      | 12   |
| Fan Parts Included.....  | 3 | Balancing Kit . - - - -              | 13   |

## Safety Information

### READ AND SAVE THESE INSTRUCTIONS.

1. To reduce the risk of electric shock, ensure 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” and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. Make sure the outlet box and its support structure are securely mounted and rated to safely support a fan weighing up to 35 lbs (15.9 kg). Use only UL-listed outlet boxes that are clearly marked “Acceptable for Fan Support of 35 lbs (15.9 kg) or less.” If you are unsure about safety or compatibility, please consult a qualified electrician.
4. Make sure that your installation site will not allow rotating fan blades to come in contact with any object. Blades should be at least 7 feet from floor.
5. Do not place objects in the path of the blades.
6. To clean the fixture, turn off the power, wait for it to cool, and wipe the fixture with a clean dry, soft cloth.
7. 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 and ungrounded conductor on the other side of the outlet box.
8. All screws must be checked and retightened where necessary before installation.



**WARNING:** To reduce the risk of electrical shock or fire, do not use this fan with any solid-state fan speed control device. It will permanently damage the electronic circuitry.



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



**WARNING:** To reduce the risk of personal injury, do not bend the blade brackets when installing the brackets balancing the blades, or cleaning the fan. Do not insert objects.



**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 screws provided with the outlet box.



**WARNING:** To avoid possible electrical shock, turn the electricity off at the main fuse box before wiring.



**WARNING:** To reduce the risk of electrical shock, this fan should not be installed with an isolating wall control or switch, as it may cause incompatibility issues.



**CAUTION:** To reduce the risk of personal injury, use only the screws provided with the outlet box.



**CAUTION:** Please use carefully when working around or cleaning the fan to avoid injury or damage to the fan.

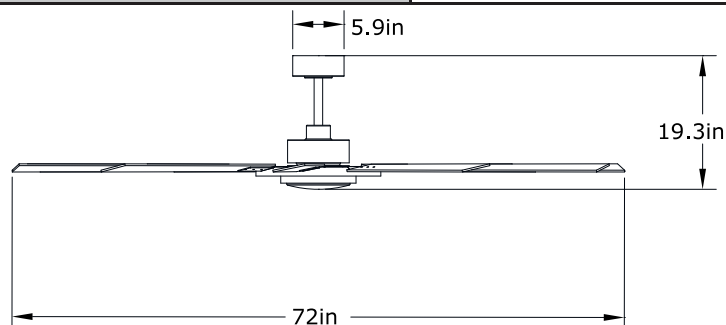


**CAUTION:** The fan must be mounted with a minimum of 7 ft (2.1 m) clearance from the trailing edge of the blades to the floor.

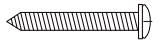
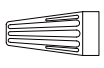
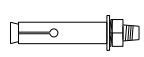
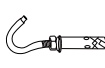


**CAUTION:** Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

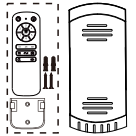
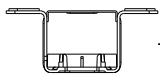
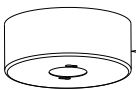
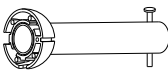
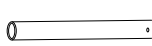
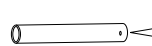
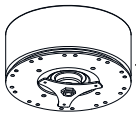
## Dimension Reference



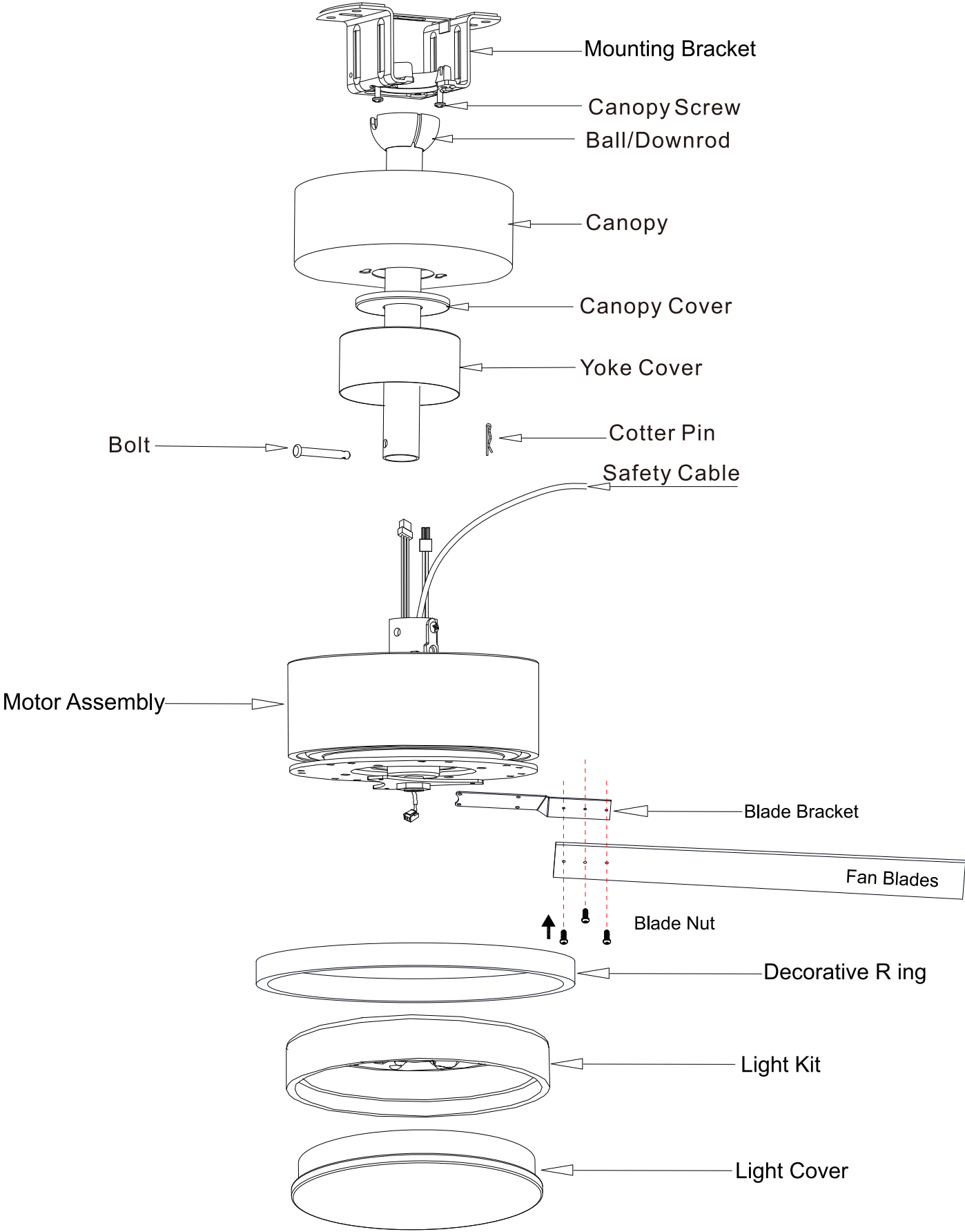
## Hardware Included

| Hardware Package                                                                    |    |                                                                                     |     | Quantity |
|-------------------------------------------------------------------------------------|----|-------------------------------------------------------------------------------------|-----|----------|
|    | S1 |    | S7  | 2        |
|    | S2 |    | S8  | 4        |
|    | S3 |    | S9  | 4        |
|    | S4 |    | S10 | 3        |
|   | S5 |   | S11 | 2        |
|  | S6 |  | S12 | 1        |
| S12.Expansion Hook                                                                  |    |                                                                                     |     | 1        |

## Fan Parts Included

| Item Name                                                                           |                    | Quantity |
|-------------------------------------------------------------------------------------|--------------------|----------|
|  | 1.Remote Control   | 1        |
|   | 2.Mounting Bracket | 1        |
|  | 3.Canopy           | 1        |
|  | 4.Canopy Cover     | 1        |
|  | 5.Yoke Cover       | 1        |
|   | 6.Downrod          | 1        |
|  | 7.Long Downrod     | 1        |
|  | 8. Short Downrod   | 1        |
|  | 9. Motor Assembly  | 1        |
|  | 10.Decorative Ring | 1        |
|  | 11.Light Kit       | 1        |
|  | 12. Light Cover    | 1        |
|  | 13.Fan Blade       | 10       |
|  | 14.Blade Bracket   | 10       |

# Exploded View

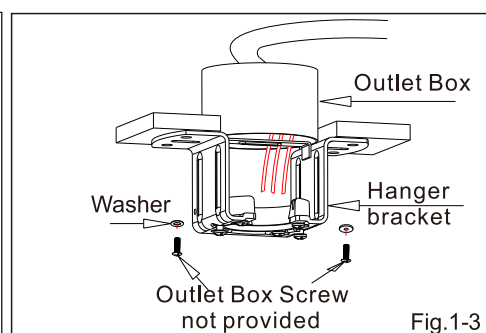
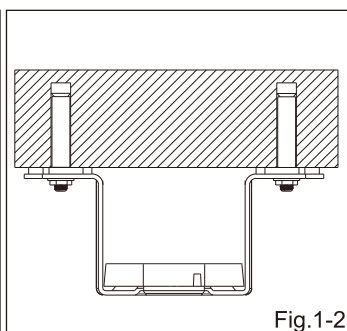
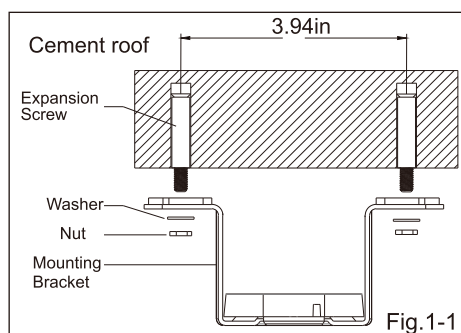


# Installation Instructions

## Step1 Installing the Mounting Bracket

**WARNING:** To reduce the risk of fire, electric shock, or personal injury, mount to a UL/CSA-listed outlet box marked acceptable for fan support and use the mounting screws provided with the outlet box.

- Locate the ceiling joist where the fan will be mounted, ensuring the location meets the minimum clearance requirements in this guide. Wood joists must be solid and of adequate size to support 70 pounds (see page 2, items 3 and 4).

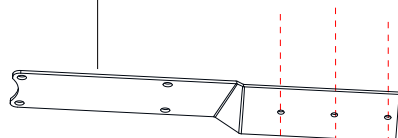


## Step2 Installing the Fan Blades

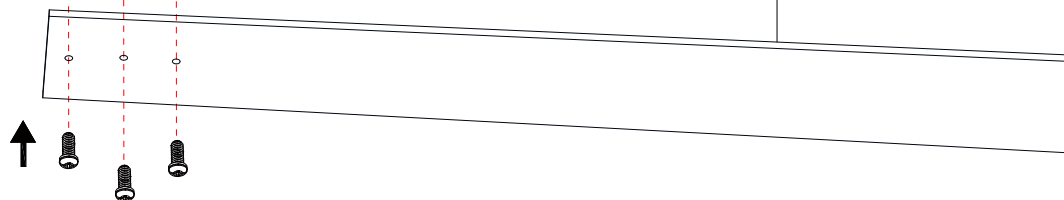
- Take three screws and washers, and tighten the screws after aligning the screw holes of the fan blades. (**Note: Mount with the "UP"-marked side facing upwards.**)

Fig.2

Blade brackets x10



Fan blades x10

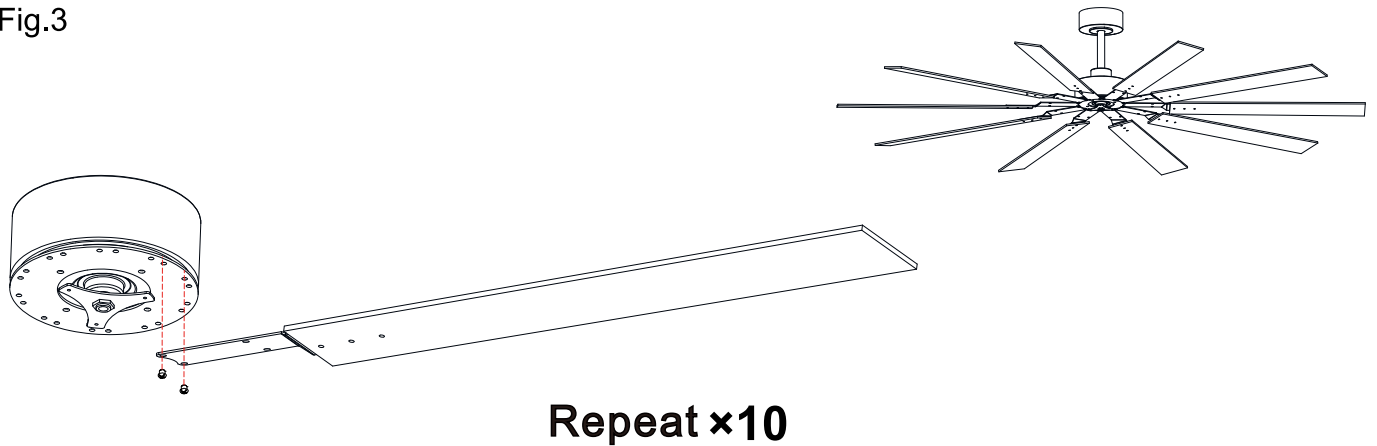


# Installation Instructions

## Step3 Installing Blade Brackets

- Remove the screws from the fan blade connector, then align the fan blade with the upper screw hole and tighten it. Repeat this process to install the entire set of fan blades.

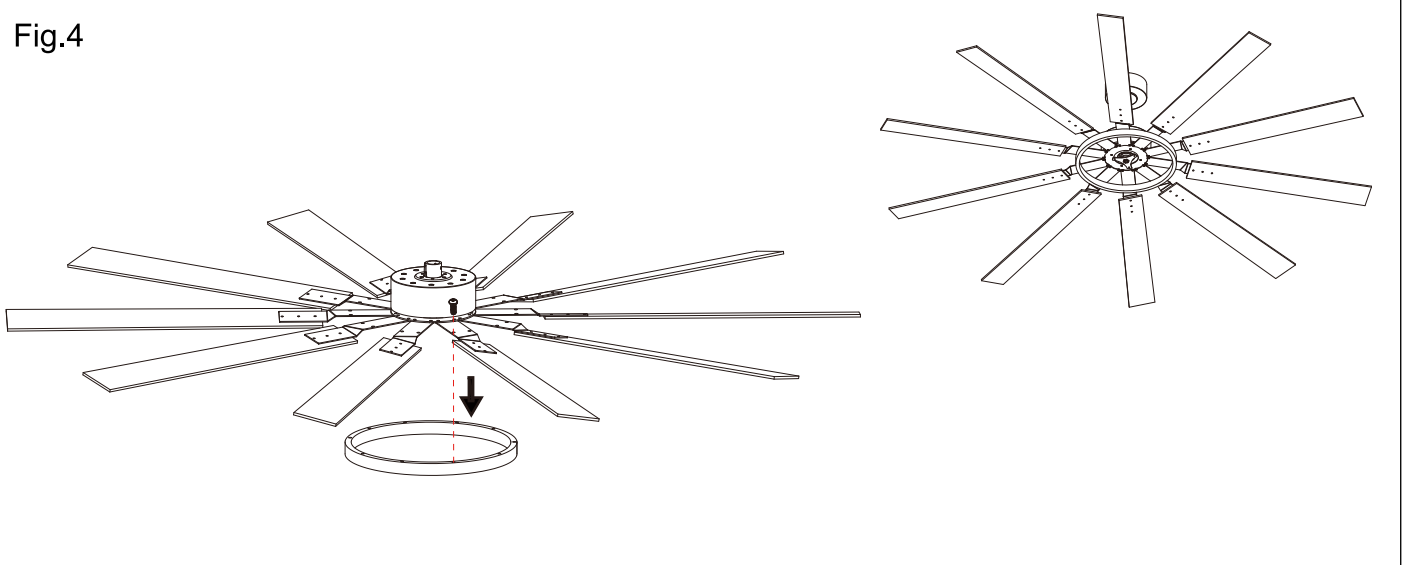
Fig.3



## Step4 Installing the Decorative Ring

- Attach the decorative ring to each blade bracket using the round head screws. (Note: Secure one screw to each blade bracket, for a total of ten screws.)

Fig.4



# Installation Instructions

## Step5 Hanging the Fan

- Take out fan downrod. Remove cotter pin and downrod pin from downrod. (Fig 5-1)
- Place the downrod inside the canopy, canopy cover, and yoke cover. (Fig 5-2)
- Carefully feed the electrical lead wires and safety cable from the fan through the downrod. Insert two downrod pin through holes in mounting collar and downrod; clip cotter pin through small hole in end of downrod pin to hold downrod in place. (Fig 5-3)
- Secure downrod in position by tightening jam screws.(Fig 5-4)
- Slide yoke cover down and it will flush with the motor housing.

**CAUTION: To ensure wobble-free operation and to avoid damage to the fan, the downrod and the jam screw must be completely tightened.**

Fig.5-1

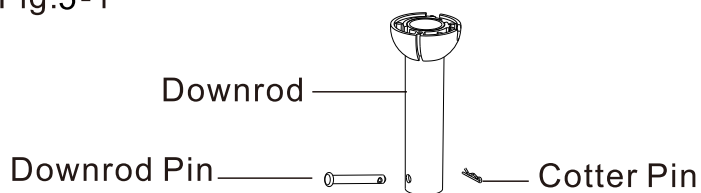


Fig.5-2

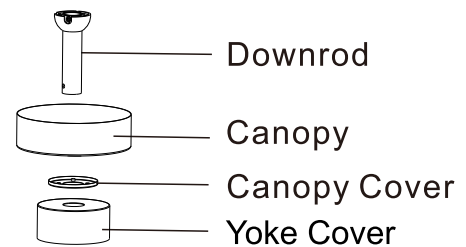


Fig.5-4

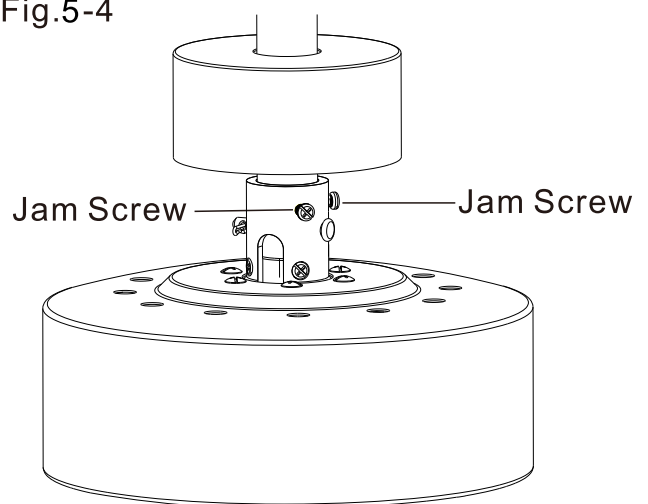
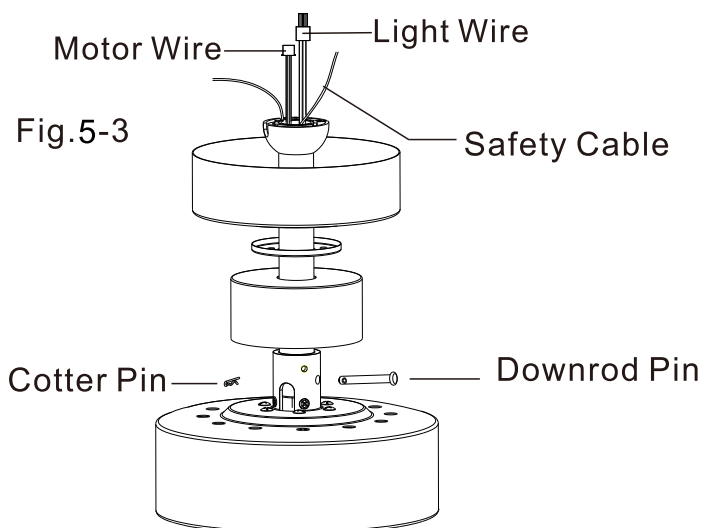


Fig.5-3



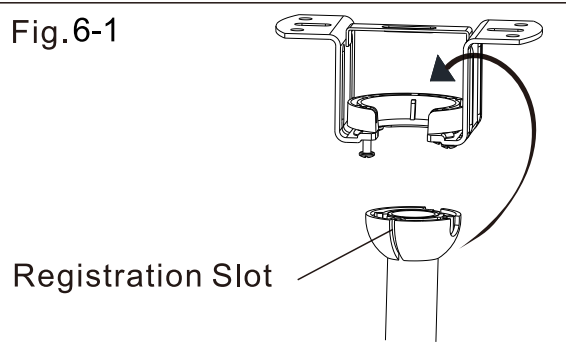
# Installation Instructions

## Step6 Hanging the Fan (Continued)

- Lift ball / downrod / fan into mounting bracket opening. (Fig 6-1)

**NOTE:** The tab opposite mounting bracket opening should fit in slot on ball. (Fig. 6-1)

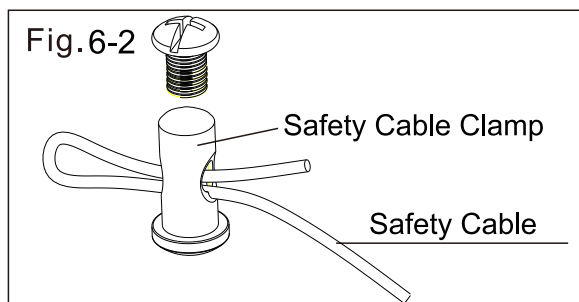
Fig.6-1



### INSTALLATION OF SAFETY CABLE SUPPORT:

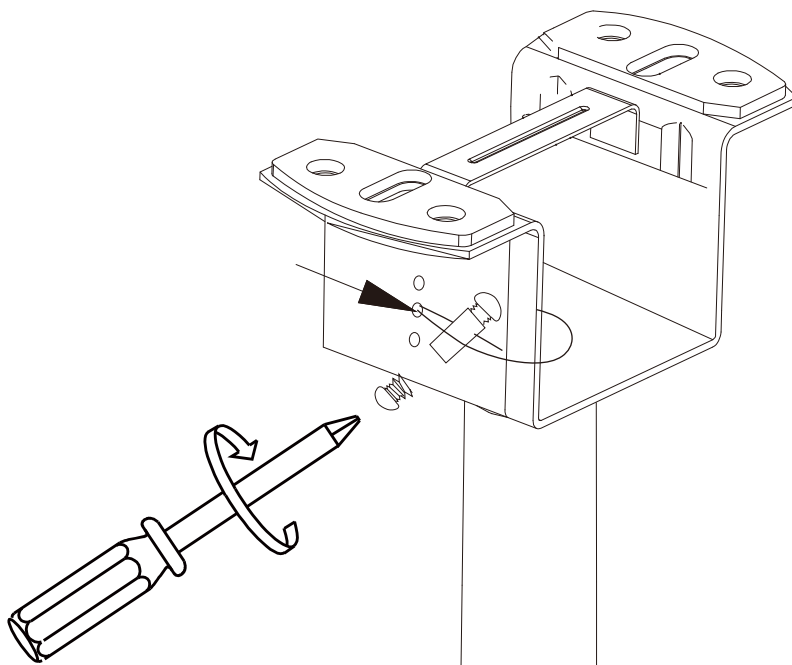
- Find the safety cable clamp in the hardware package.
- Loosen one screw of the safety cable clamp. (Fig 6-2)

Fig.6-2



- Wrap the steel wire rope around the hole of the ceiling fan, then tighten the loose screw. (Fig 6-3)

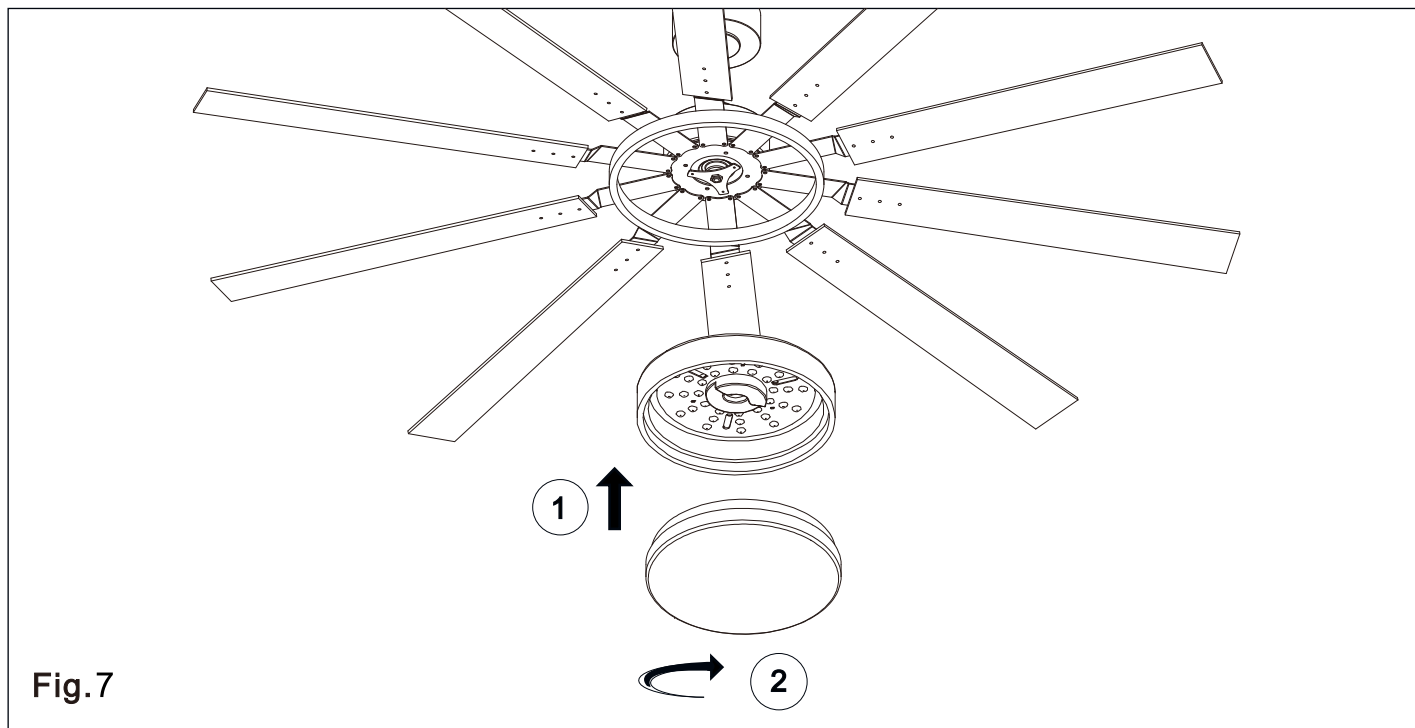
Fig.6-3



# Installation Instructions

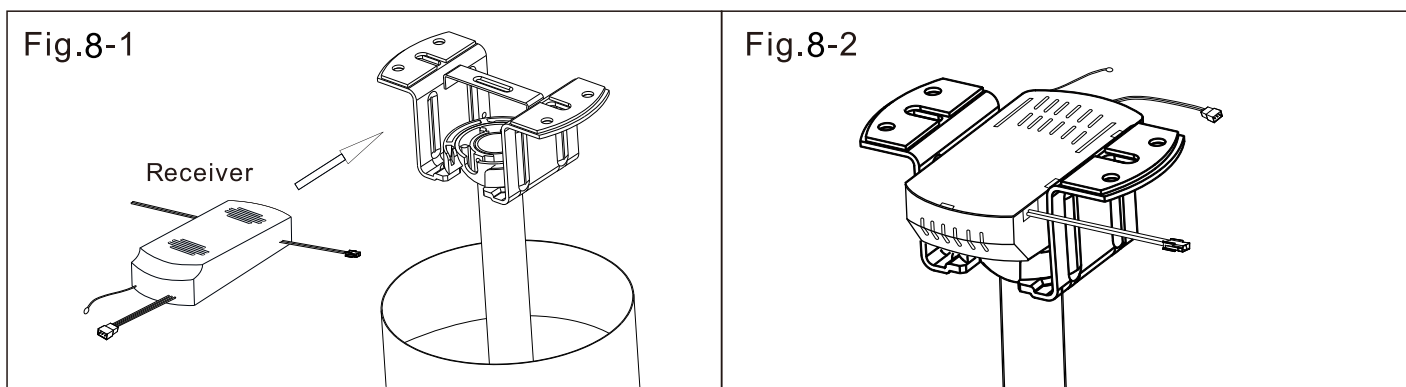
## Step7 Light Kit Installation

- Install the light kit first and then install the light cover by rotating it clockwise until locked.



## Step8 The Receiver Installation

- Put the receiver in the mounting bracket.



# Installation Instructions

## Step9 Wiring the Fan

- Wiring according to the wiring diagram.

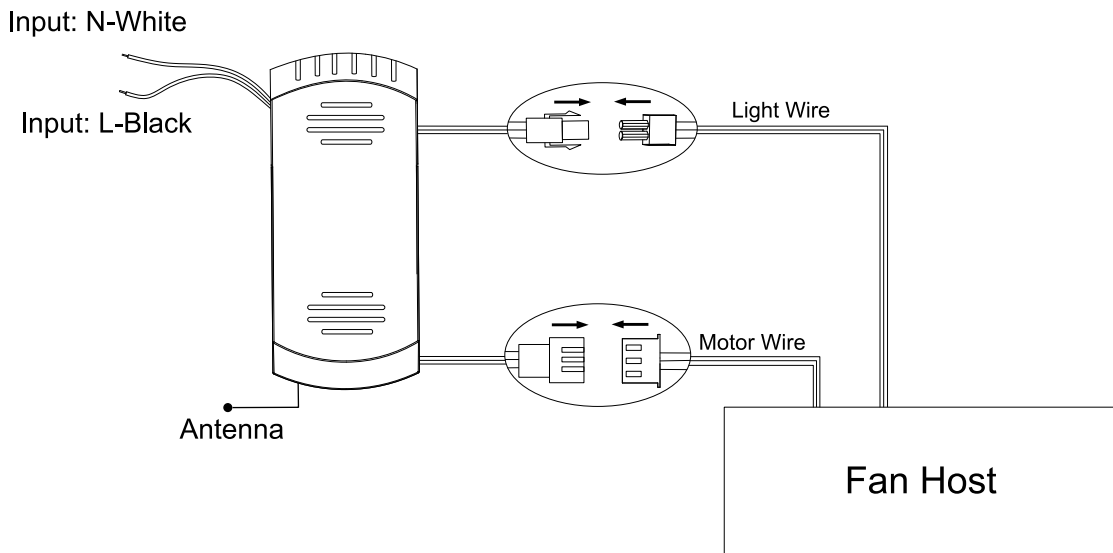


Fig.7

**NOTE:** After connecting the grounding wires, carefully tuck all wires and wire nuts into the outlet box. Ensure that no wires are pinched and that all wiring is clear of the canopy and downrod when the fan is positioned in the mounting bracket.

## Step10 Attaching the Canopy and Canopy Cover

- Slide the canopy up to the ceiling and attach it to the mounting bracket with the screws provided. Tighten all screws securely.
- Attach the canopy cover to the canopy.  
(The decorative canopy cover attaches magnetically.)

Fig.10-1

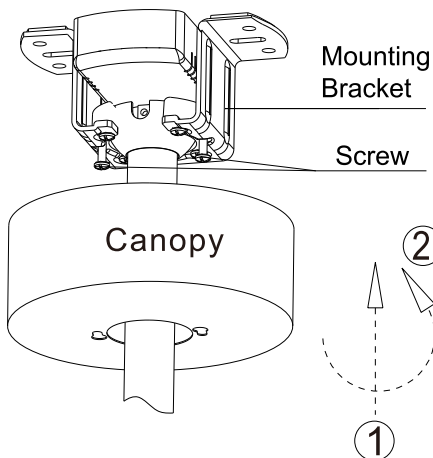


Fig.10-2

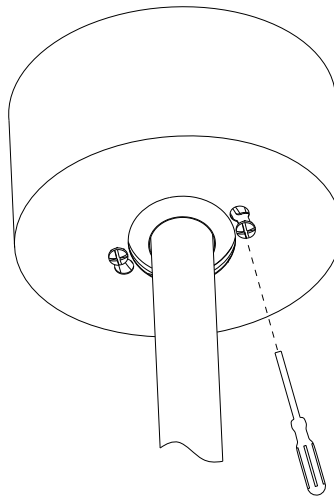
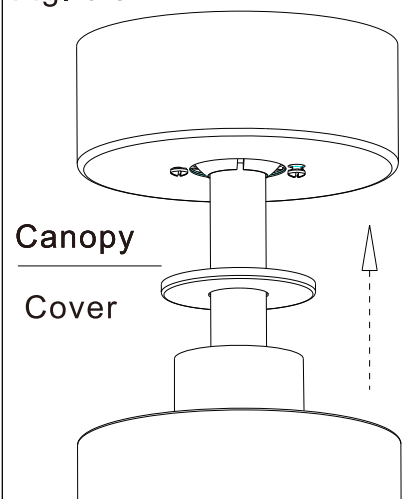


Fig.10-3



# Remote Control Instructions

To operate the fan, please install 2 AAA batteries (not included) in the remote control. If not used for extended periods of time, remove the batteries to prevent damage to the transmitter. Store the remote away from excessive temperatures and humidity.

## -Pairing Method (Single / Multiple Fans)

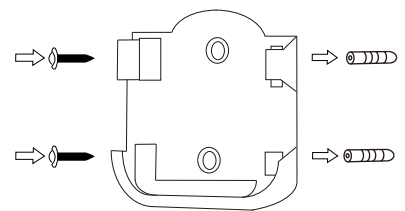
The remote control can be paired with one or multiple fan receivers.

1. Turn off the fan and light using the wall switch for at least 60 seconds.
2. Turn the power back on at the wall switch.
3. Within 3 seconds after the light turns on, press and hold the Power button until you hear a beep or see the indicator light flash.

If pairing is unsuccessful, repeat the steps above.

## -Installing the Wall Plate:

Attach the wall plate using the two provided screws.

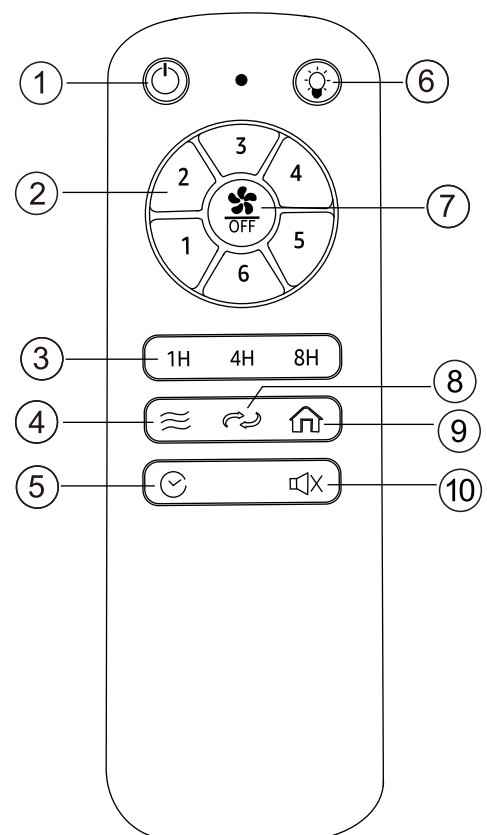


## -Note:

Do not use a wall dimmer or fan speed control to operate the fan.

The wall switch here is only used to turn the power off and on during pairing.

- ① All Off
- ② Fan Speed Settings
- ③ Quick Timer (Set auto shut-off timer: 1H / 4H / 8H.)
- ④ Natural Wind Mode
- ⑤ 5-Minute Delay Off
- ⑥ Light On/Off (Light memory activates after 10 seconds)
- CCT Switch (Quickly press to change color temperature)
- ⑦ Fan Off
- ⑧ Airflow Direction (Forward/Reverse)
- ⑨ Anti-Theft Mode
- ⑩ Silent Mode



# Troubleshooting Guide

If you have difficulty operating your new ceiling fan it may be the result of incorrect assembly, installation, or wiring. In some cases these installation errors may be mistaken for defects. If you experience any faults please check this troubleshooting guide.

|   | Problem                 | Suggested Remedy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | If fan does not start.  | <ul style="list-style-type: none"> <li><input type="checkbox"/> Check the main and branch circuit fuses or breakers.</li> <li><input type="checkbox"/> Check the line wire connections to the fan and switch wire connections in the switch housing.</li> <li><input type="checkbox"/> Check the battery in the remote control.</li> <li><input type="checkbox"/> Ensure you are in the normal range of 10-20 feet.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 2 | If fan sounds noisy.    | <ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure all motor housing screws are snug.</li> <li><input type="checkbox"/> Ensure the screws that attach the fan blade bracket to the motor hub are tight.</li> <li><input type="checkbox"/> Ensure the wire nut connections are not rattling against each other or the interior wall of the switch housing.</li> <li><input type="checkbox"/> Observe the fan for 24 hours after installation. Most noises associated with a new fan disappear during this time.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> Ensure the canopy is a short distance from the ceiling. It should not touch the ceiling.</li> <li><input type="checkbox"/> Ensure your outlet box is secure and rubber isolator pads are used between the mounting plate and outlet box.</li> </ul>                                                                                                                                                                                                                                                                                                     |
| 3 | If fan wobbles.         | <ul style="list-style-type: none"> <li><input type="checkbox"/> Check that all blades are screwed firmly into blade holders.</li> <li><input type="checkbox"/> Check that all blade holders are tightened securely to motor.</li> <li><input type="checkbox"/> Make sure that canopy and mounting bracket are tightened securely to ceiling junction box and junction box is mounted firmly to ceiling joist.</li> <li><input type="checkbox"/> 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 keeping measure within 1/8 in. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. If all blade levels are not equal you can adjust blade levels by the following procedure. To adjust a blade tip down insert a washer (not supplied) between the blade and blade holder at the screw closest to the motor. To adjust a blade tip up insert washer (not supplied) between the blade and blade holder at the two screws farthest from the motor.</li> <li><input type="checkbox"/> If blade wobble is still noticeable interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.</li> </ul> |
| 4 | If light does not work. | <ul style="list-style-type: none"> <li><input type="checkbox"/> Check blue wire from fan to make sure it is connected to hot wire from the house.</li> <li><input type="checkbox"/> Check for loose or disconnected wires in fan switch housing.</li> <li><input type="checkbox"/> Check for loose or disconnected wires in light kit.</li> <li><input type="checkbox"/> Check for faulty light bulbs. CAUTION: Make sure main power is turned off before entering switch housing.</li> <li><input type="checkbox"/> If the fan light shuts off shortly after being switched on it may be due to excessive current demand. Turn off power to the fan and replace the light bulbs with lower wattage bulbs. Turn on power to the fan using the pull chain, wall switch, or remote control (whichever is installed on the particular fan).</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

## Balancing Kit

The Balancing kit should only be used if there is an unacceptable amount of fan wobble after completing all the steps in your owner's Manual under "Attaching The Fan Blades."

1. Turn the fan on and set the speed control setting to a speed at which the wobbles is greatest.
2. Turn off the fan and allow it to come to complete stop. Select one blade and place the balance clip on it, halfway between the blade holder and the blade tip on the trailing edge of blade.
3. Turn the fan on. Note whether the wobble has increased or decreased. Turn the fan off, move the clip to another blade, and retest. Repeat this procedure on all blades noting the blade on which the greatest improvement is achieved.
4. Move the clip back to the blade that showed the greatest improvement. Move the clip inward and outward on this blade and operate the fan to find the position where the clip gives the greatest improvement.
5. Remove the clip and install a balancing weight to the top of blade along the center line near the point where the clip was positioned.
6. If the fan wobble problem has not been corrected you may wish to try to improve the balancing further by using the balancing clip and additional weights.

