



[www.windsterhood.com](http://www.windsterhood.com)

# User's Manual

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**UNDER CABINET SERIES  
WALL MOUNT SERIES**

**WS-3230SS**

**WS-3236SS**

**WS-3242SS**

**WS-3248SS**

**NOTE: PLEASE INSPECT HOOD  
IMMEDIATELY UPON RECEIVING.  
CLAIM OF DAMAGE AFTER 7 DAYS  
OF DELIVERY WILL BE DENIED.**

**This unit is designed for indoor  
residential use only. DO NOT USE  
OVER A WOOD GRILL OR MOUNT  
IN OUTDOOR ENVIRONMENT.**



**Please read this operation manual thoroughly before  
using your range hood. Store it in a safe location for  
when you need to reference it in the future.**

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**SAFETY INFORMATION**

**"CAUTION-**To reduce risk of fire, properly exhaust air according to local city building code(s).

**"WARNING-**To reduce the risk of fire or electric shock, do not use this fan with any solid- state speed control device.(Variable Speed Controller)

**"WARNING-TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR INJURY  
OBSERVE THE FOLLOWING:**

- a) Installation work and electrical wiring must be done by qualified person(s) in accordance with all applicable codes and standards, including fire-rated construction.
- b) Sufficient air is needed for proper combustion and exhausting of gases through the flue (chimney) of fuel burning equipment to prevent back drafting, 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 the local code authorities.
- c) When cutting or drilling into wall or ceiling, do not damage electrical wiring and other hidden utilities.
- d) Ducted fans must always be vented to the outdoors.
- e) If this unit is to be installed over a tub or shower, it must be marked as appropriate for the application and be connected to a GFCI(Ground Fault Circuit Interrupter)-protected branch circuit.
- f) Never place a switch where it can be reached from a tub or shower.

**WARNING-TO REDUCE THE RISK OF FIRE, USE ONLY METAL DUCTWORK.**

**"WARNING-TO REDUCE THE RISK OF INJURY TO PERSONS IN THE EVENT OF A RANGE TOP GREASE FIRE, OBSERVE THE FOLLOWING":**

**A. SMOTHER FLAMES** with a close- fitting lid, cookie sheet, or metal tray, then turn off the burner.

**BE CAREFUL TO PREVENT BURNS. If the flames do not go out immediately**

**EVACUATE AND CALL THE FIRE DEPARTMENT.**

**B. NEVER PICK UP A FLAMING PAN** - You may be burned.

**C. DO NOT USE WATER** including wet dishcloths or towels - a violent steam explosion may result.

**D. Use an extinguisher *ONLY* if:**

1. You know you have a **Class ABC** extinguisher, and you already know how to operate it.
2. The fire is small and contained in the area where it started.
3. The fire department is being called.
4. You can fight the fire with your back to an exit.

**WARNING-TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR INJURY  
OBSERVE THE FOLLOWING:**

- a) Use this unit only in the manner intended by the manufacturer, if you have questions, contact the manufacturer.
- b) Before servicing or cleaning unit, switch power off at service panel and lock 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.

**CAUTION-For General Ventilating Use Only. Do Not Use To Exhaust Hazardous Or Explosive Materials And Vapors.**

**WARNING-TO REDUCE THE RISK OF A RANGE TOP GREASE FIRE:**

- a) Never leave surface units unattended at high settings. Boil overs caused by smoking  
and greasy spillovers that may ignite. Heat oils slowly on low or medium settings.
- b) Always turn hood ON when cooking at high heat or when flambéing food (i.e. Crepes Suzette, Cherries Jubilee, Peppercorn Beef Flambé).
- c) Clean ventilating fans frequently. Grease should not be allowed to accumulate on fan or filter.
- d) Use proper pan size. Always use cookware appropriate for the size of the surface element.

"Based on "Kitchen Firesafety Tips" published by NFPA.

**CONTENT CHECKLIST****1. CONTENTS INCLUDED**

- a. (1) WS32 series(30" , 36" , 42" or 48")hood assembly
- b. (1) User's manual
- c. (1) 7" conversion collar
- d. (2) Aluminum filters with frame & (2) stainless steel filler (30")
- e. (2) Aluminum filters with frame & (2) stainless steel filler (36")
- f. (3) Aluminum filters with frame & (2) stainless steel filler (42")
- g. (3) Aluminum filters with frame & (2) stainless steel filler (48")
- h. (2) Stainless steel oil trays (30" and 36")
- I. (3) Stainless steel oil trays (42" and 48")
- j. (1) Screw packet

**2. TOOLS REQUIRED (NOT INCLUDED)**

- a. Safety gloves
- b. Safety glasses
- c. Electric drill w/ starter bit
- d. Utility knife
- e. Philips screwdriver
- f. Spirit level
- g. Measuring tape
- h. Writing instrument (pen, marker, pencil)
- I. Aluminum tape

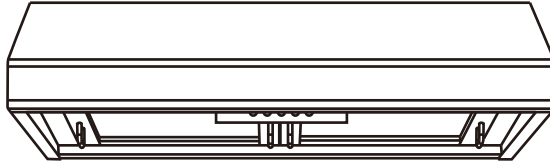


Fig.1a

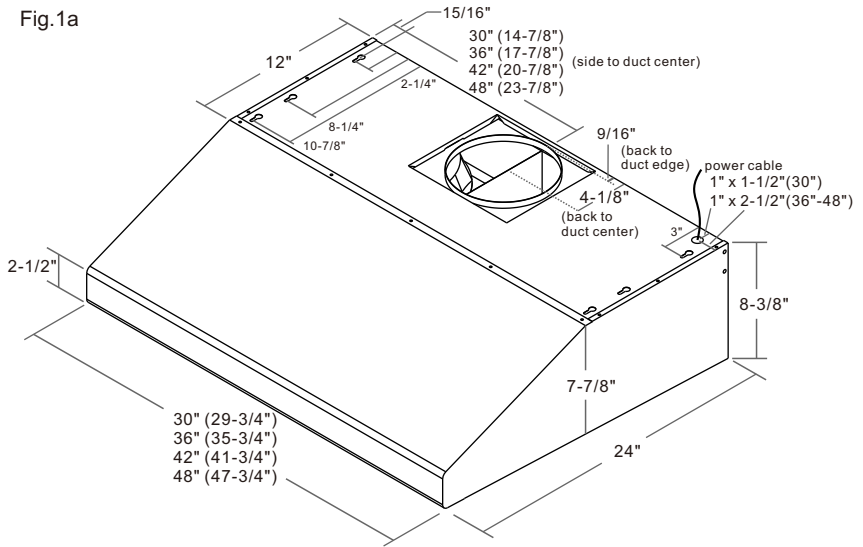
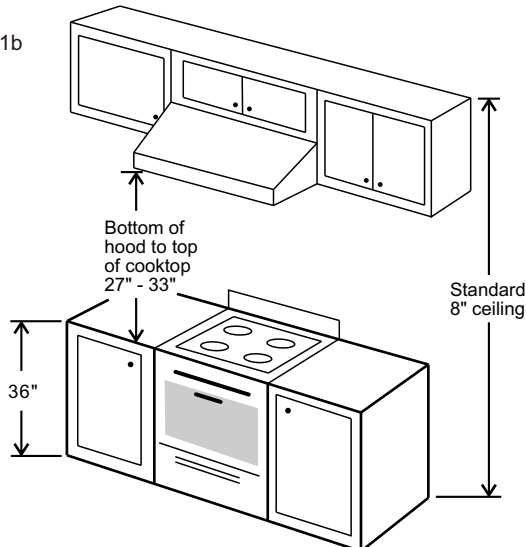


Fig.1b



**PREPARATION****1. BEFORE YOU START**

**\*\*DO NOT INSTALL IF DAMAGED\*\***

**\*\*RETURN OR EXCHANGE WILL BE DENIED IF INSTALLED\*\***

- a. Be sure you have all the content of your purchase and required tools for this installation.
- b. Installation may take at least 1 to 2 hours from start to finish.
- c. Plan to use as few elbows or turns as possible for more efficient air flow.
- d. Collar size may need to be increased if utilizing a long duct run.
- e. At least 12" of vertical duct is required before any turn.
- f. Do not try to install this unit by yourself, **SERIOUS INJURY MAY OCCUR.**
- g. At least two people are needed for installation.
- h. Hiring a certified installer and electrician is recommended.
- i. Cold weather installation will require make-up air or a CFM reducer.  
Check with your local building codes for more detail.

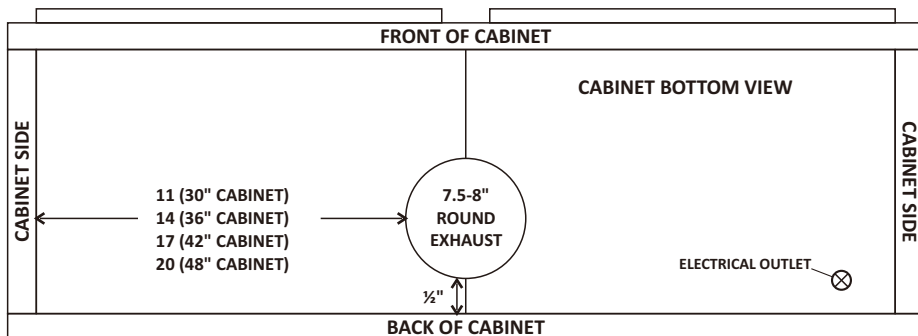
**2. LOCATION**

- a. Determine the exact location you want to install the range hood.
- b. Distance between cooktop and range hood should be between 27"-33".
- c. Range hood should be mounted at stated measurements to ensure performance and lifespan of electrical components.
- d. Correctly measure the dimension needed to install the unit.

**Use Fig. 1a on page 5 for unit measurements**

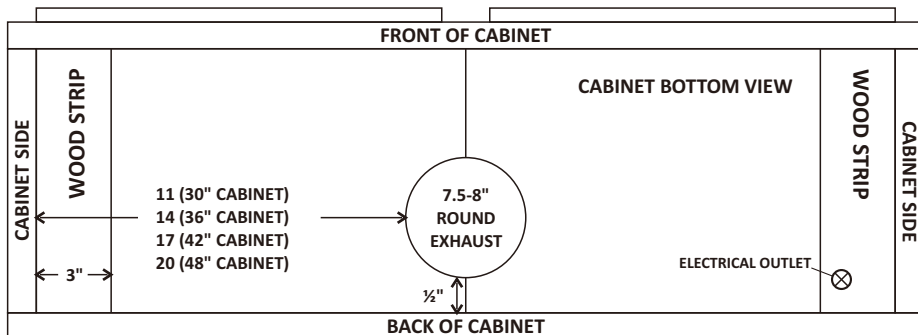
**Use Fig. 1b on page 5 for general measurements**

**Fig. 1c - Cabinet**



- e. For cabinet with recessed-bottom, use (2) 3" x 12" or 15" wood strips on both sides to balance the recession. Use (4) 1-1/4" long flat head screws to secure the wood strips to cabinet. (Fig. 1d)

**Fig. 1d - Cabinet w/ recessed-bottom**



## 3. HOOD

- a. Inspect for any sign of defect or damage. (ie. scratches, dents, loose seams, etc.)
- b. Power up the unit to make sure it is working properly.
- c. Remove the aluminum filter and unscrew the fillers.
- d. Remove the protective film on the filters and fillers.
- e. Install handles to filters using a Philips screwdriver.



## INSTALLATION

### UNDER CABINET INSTALLATION (Top round outlet)

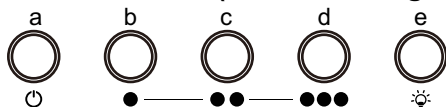
- Make sure all preparation steps are completed.
- Feed the wires coming out of the hood through the bottom of the cabinet.
- Lift the unit up flush against the wall and the bottom of the cabinet.
- Using the screws and washers provided, insert into each of the keyhole openings and tightly secure the unit against the bottom of the cabinet.

**NOTE: Install more screws through the back of the unit if necessary.**

- Connect 7" ducting to the collar of the hood.
- Finish off by sealing the connection point with aluminum tape.

## OPERATION & FEATURES

### 1. CONTROL SWITCH LAYOUT (from left to right)



- Power ON / OFF
- Low speed
- Medium speed
- High speed
- Lights ON / OFF

**Activate delay shut-off:** Press "Button A" once to activate 90 seconds delay shut-off. Light surrounding button will flash and fan will turn off after 90 seconds.

**Turn off Fan:** Press "Button A" twice to instantly turn off the fan.

### 2. FILTERS

- (2) 14-3/8" x 12-3/4" Aluminum filters and (2) fillers (30" model)
- (2) 14-3/8" x 12-3/4" Aluminum filters and (2) fillers (36" model)
- (3) 14-3/8" x 12-3/4" Aluminum filters and (2) fillers (42" model)
- (3) 14-3/8" x 12-3/4" Aluminum filters and (2) fillers (48" model)

**NOTE: Install handles onto the frame of the aluminum filter before use.**

## 3. REMOVING THE FILTERS

### Aluminum Filter Set

- a. Pull up on the filter latch, tilt towards you and remove the filter.



- b. (i) Push the frame back/down into the hood.  
(ii) Tilt the frame out.



- c. (iii) Remove the frame.



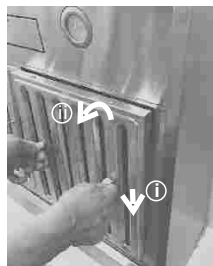
- d. Removing Tray: Lift at an angle and remove stainless steel oil tray for cleaning.\*



**Note:** Aluminum filter can be removed with the frame.

### Baffle Filter (Optional)

- a. (i) Push the handles back/down into the hood and.  
(ii) Tilt the filters towards you.



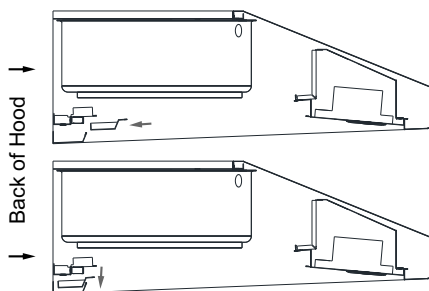
- b. (iii) Remove the baffle filter.



- c. Remove stainless steel oil tray for cleaning.\*



\* Remove stainless steel oil tray cleaning.



## **CLEANING& MAINTENANCE**

### **WARNING!!!**



To prevent the possibility of a fire and explosion, do not use flammable liquids or solvents to clean the unit or any of its parts.



Check to make sure all power sources are disconnected before servicing or taking unit apart for cleaning.



Please thoroughly clean the unit weekly as stainless steel can rust under certain condition or by improper cleaning.

## **1. RANGE HOOD**

- a. Use household cleaner to remove grease or dirt from the outer shell of the unit. Spray on wiping cloth or sponge and wipe in the direction of the grain to avoid scratching the unit. (DO NOT SPRAY DIRECTLY ONTO UNIT)
- b. Clean the inner working of the unit periodically to avoid grease build-up.
- c. Do not open control switch panel while the hood is connected to power.
- d. Use stainless steel cleaner to bring back the shine to the unit.

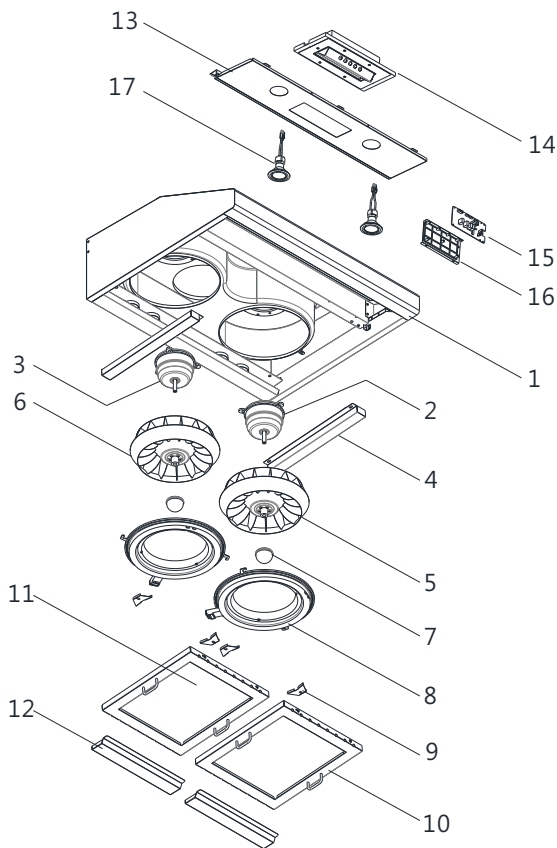
## **2. FILTERS**

- a. Remove filters from unit and place in warm soapy water.
- b. Clean the filters regularly for the most efficient suction power.
- c. Do not drop filters or fillers.
- d. Let it soak thoroughly and then clean it with wiping cloth or sponge.
- e. Filters may also be cleaned using residential dishwasher.

**TROUBLESHOOTING****WARNING!!!**

**Check to make sure all power sources are disconnected before starting any troubleshooting. Safety gloves and glasses should be worn when working on the unit. Serious injury or death may occur if safety precautions are not followed.**

<b>WS-32 Series</b>	
Light Issue (One light not turning on)	1. Replace defective fixture with new fixture.
Burnt/melted control switch	1. Complete Control switch replacement is required.
Speed levels not working correctly	1. Complete Control switch replacement is required.
Unit lacking smoke intake	1. Make sure a reducer has not been installed.
Unit showing no power indication	1. Make sure the power source is working properly. 2. All wiring is connected.
Unit making humming noise	1. Replace defective capacitor.

**PART LIST / REPLACEMENT**

#	Description	#	Description
1	Hood body assembly	10	Filter frame
2	Right Motor	11	Aluminum filter
3	Left Motor	12	Stainless steel oil tray
4	Stainless steel filler	13	Electronic cover
5	Right Fan	14	Control switch mount
6	Left Fan	15	Main board
7	Fan Cover	16	Main board bracket
8	Oil Tunnel	17	Light set (GU10)
9	Oil Tunnel Mount		

## WARRANTY / CONTACT US

### LIMITED WARRANTY

Windster Hoods Inc. warrants its product against defects in material or workmanship as follows:

**Labor:** For a period of one (1) year from the date of purchase, if the product is determined to be defective, Windster will attempt to repair the product, at its option, at no charge. After the warranty period, customer must pay for all labor charges. During the "labor" warranty period there will be no charge for any work done on the purchased model. (All labor repairs are limited only to the installation of electrical components.)

**Parts:** In addition, Windster will supply, at no charge, new or rebuilt replacements in exchange for defective parts for a period of two (2) years. After the warranty period, you must pay for all parts costs. During the "parts" warranty period, there will be no charge for parts

You must provide the serial number of your unit for any replacement parts during the warranty period. This warranty applies to products purchased and serviced in the United States only.

For products purchased in Canada, please contact your local retailer where you purchased the unit for service.

\* Windster Hoods, Inc. will attempt to repair malfunctioning units prior to shipping a replacement. In the case that a unit cannot be repaired and must be replaced, Windster Hoods, Inc. will not be held liable for removal/installation fees of the malfunctioning/replacement unit.

**WHAT IS NOT COVERED BY MANUFACTURE WARRANTY**

1. Damages resulting from any of the following:
  - a. Improper installation or maintenance
  - b. Any repair, modification, alteration or adjustment not authorized by the manufacturer or an authorized service dealer
  - c. Misuse and/or accidents
  - d. Incorrect electric current, voltage or power supply
  - e. Improper setting of any control (Pressing multiple selections at the same time)
  - f. Improper chemical cleaning (commercial or industrial cleaning agents)
2. Products purchased for use in a commercial or industrial setting (such as in a hotel, office, restaurant, or other business)
3. Damage resulting from natural disasters (earthquake, flood, storm, etc.)
4. Aluminum Filters, Baffle Filters, Charcoal Filters, and Oil Cup Filters
5. Light Bulbs

**CONTACT US**

Windster Hoods, Inc.  
Email: [Support@windsterhood.com](mailto:Support@windsterhood.com)  
[www.windsterhood.com](http://www.windsterhood.com)  
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