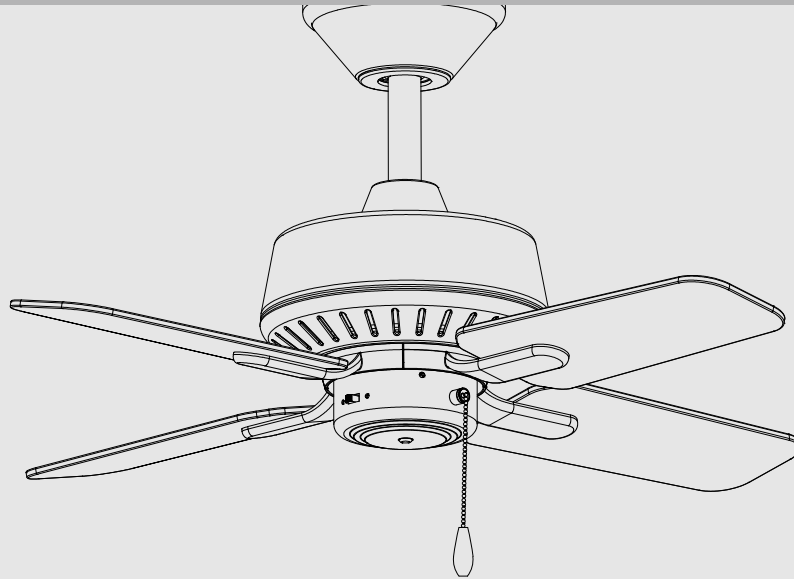




## Ceiling Fan Installation Manual



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# Limited Lifetime Warranty

Progress Lighting fan motors are warranted to the original purchaser to be free of electrical and/or mechanical defects for so long as the original purchaser owns the fan. Pull chain switches, reverse switches, capacitors and metal finishes are warranted to be free from defects in materials or workmanship for a period of 1 year from the date of purchase. Warping of wooden or plastic blades is not covered by this warranty nor is corrosion and/or deterioration of any finishes for fans installed within ten miles of any sea coast. Extended warranties for ENERGY STAR® qualified products may apply.

Progress Lighting ceiling fans with built-in LED light sources, when properly installed and under normal conditions of use, are warranted to be free from defects in material and workmanship which cause the light sources to fail to operate in accordance with the specifications for (i) five (5) years from the date of purchase on the LED Light modules and electrical components for fans used in single family residences, and (ii) three (3) years from the date of purchase on the LED Light modules and electrical components for fans used in multi-family or commercial applications. LED bulbs supplied by Progress Lighting carry no warranty other than manufacturer's warranty. Non-LED bulbs carry no warranty.

With proof of purchase, the original purchaser may return the defective fan to the place of purchase during the first 30 days for replacement. After 30 days, the original purchaser MUST contact Progress Lighting at (864) 678-1000 for repair or replacement which shall be determined in Progress Lighting's sole discretion and shall be purchaser's sole and exclusive remedy.

Labor and Shipping Excluded. This warranty does not cover any costs or fees associated with the labor (including, but not limited to, electrician's fees) required to install, remove, or replace a fan or any fan parts.

This warranty shall not apply to any loss or damage resulting from (i) normal wear and tear or alteration, misuse, abuse or neglect, or (ii) improper installation, operation, repair or maintenance by original purchaser or a third party, including without limitation improper voltage supply or power surge, use of improper parts or

accessories, unauthorized repair (made or attempted) or failure to provide maintenance to the fan.

THE FOREGOING WARRANTIES STATE PROGRESS LIGHTING'S ENTIRE WARRANTY OBLIGATION AND ORIGINAL PURCHASER'S SOLE AND EXCLUSIVE REMEDY RELATED TO SUCH PRODUCTS. PROGRESS LIGHTING IS NOT RESPONSIBLE FOR DAMAGES (INCLUDING INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL), DUE TO PRODUCT FAILURE, WHETHER ARISING OUT OF BREACH OF WARRANTY, BREACH OF CONTRACT, OR OTHERWISE. THIS WARRANTY IS GIVEN IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESSED OR IMPLIED, INCLUDING THOSE OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT.

Some states do not allow limitations on how long an implied warranty lasts or the exclusion or limitations of incidental or consequential damages, so the above limitations and exclusions may not apply to you.

This warranty gives you specific rights and you may have other rights which vary from state to state.

# Lifetime Limited Warranty

Date Purchased \_\_\_\_\_

Store Purchased \_\_\_\_\_

UL Model No. \_\_\_\_\_

Serial No. \_\_\_\_\_

Vendor No. 111017

UPC 785247230532, 785247230525,

785247230549

<b>Safety Rules</b> .....	<b>1</b>
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## READ AND SAVE THESE INSTRUCTIONS

1. To reduce the risk of electric shock, insure electricity has been turned off at the circuit breaker or fuse box before beginning.
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. **CAUTION:** To reduce the risk of personal injury, use only the screws provided with the electrical box.
4. 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.”
5. The fan must be mounted with a **minimum of 7 feet clearance** from the trailing edge of the blades to the floor.
6. Do not operate reversing switch while fan blades are in motion. Fan must be turned off and blades stopped before reversing blade direction.
7. Avoid placing objects in path of the blades.
8. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.
9. Do not use water or detergents when cleaning the fan or fan blades. A dry dust cloth or lightly dampened cloth will be suitable for most cleaning.
10. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into electrical box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the electrical box and ungrounded conductor on the other side of the electrical box.
11. 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.
12. All set screws must be checked and retightened where necessary before installation.

### WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT TO OUTLET BOX MARKED “ACCEPTABLE FOR FAN SUPPORT OF 35LBS. (15.9 KG) OR LESS”, AND USE SCREWS PROVIDED WITH THE OUTLET BOX.

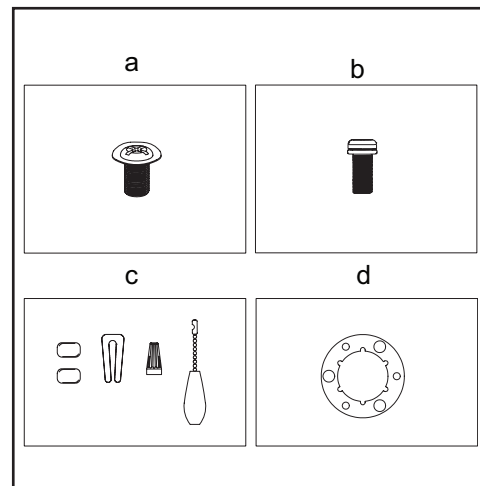
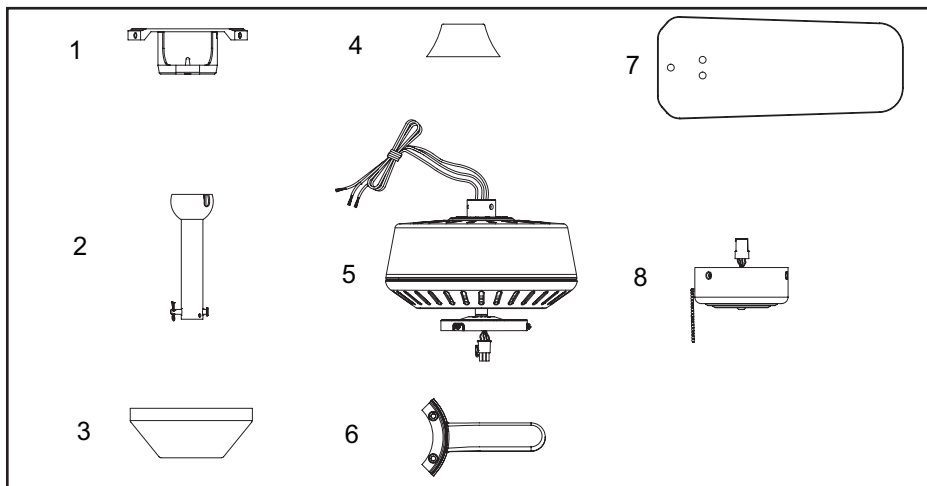
### WARNING

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

TO REDUCE THE RISK OF SHOCK, THIS FAN MUST BE INSTALLED WITH AN ISOLATION CONTROL/SWITCH.

# 1. Safety Rules



Unpack your fan and check the contents. You should have the following items:

- |   |                       |
|---|-----------------------|
| 1. Mounting Bracket (inside canopy)                                   | 5. Fan Motor Assembly |
| 2. 6" Ball/Downrod Assembly (hanger pin and locking pin pre-attached) | 6. Blade Arms (4)     |
| 3. Canopy with Canopy Ring (attached)                                 | 7. Blades (4)         |
| 4. Decorative Motor Collar Cover                                      | 8. Switch Housing     |

- a. **Blade attachment hardware**  
(13 screws)
- b. **Mounting hardware**  
(1 blade bracket screw)
- c. **Electrical hardware & Balancing kit**  
(3 plastic wire nut connectors, 1 pull chain and blade balancing kit)
- d. **Mounting hardware**  
(1 rubber gasket)

## *2. Unpacking Your Fan*

# Tools Required

Phillips screw driver or straight slotted screw driver, adjustable wrench, step ladder, and wire cutters.



# Mounting Options

If there isn't an existing electrical box, then read the following instructions. **Disconnect the power by removing fuses or turning off circuit breakers.**

Secure the electrical box directly to the building structure. Use appropriate fasteners and building materials. The electrical box and its support must be able to fully support the moving weight of the fan (at least 35 lbs.). **Do not use plastic electrical boxes.**

## WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT TO OUTLET BOX MARKED "ACCEPTABLE FOR FAN SUPPORT OF 35LBS. (15.9 KG) OR LESS", AND USE SCREWS PROVIDED WITH THE OUTLET BOX. ELECTRICAL BOXES COMMONLY USED FOR THE SUPPORT OF LIGHTING FIXTURES MAY NOT BE ACCEPTABLE FOR FAN SUPPORT AND MAY NEED TO BE REPLACED. CONSULT A QUALIFIED ELECTRICIAN IF IN DOUBT.

Figures 1, 2, and 3 are examples of different ways to mount the electrical box.

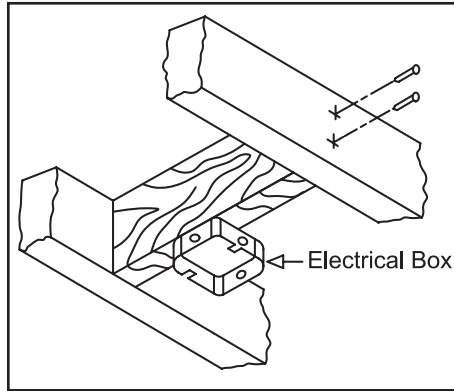


Figure 1

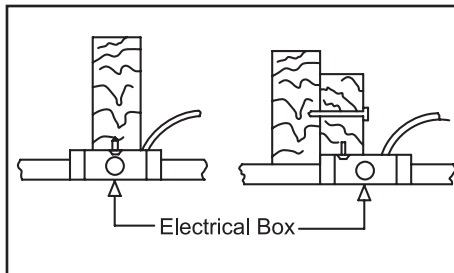


Figure 2

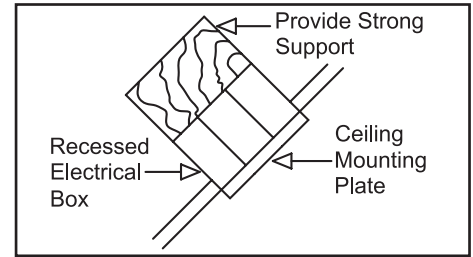


Figure 3

Note: You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling. **The maximum angle allowable is 30°.** If the canopy touches downrod, remove the decorative canopy bottom cover and turn the canopy 180° before attaching the canopy to the mounting bracket.

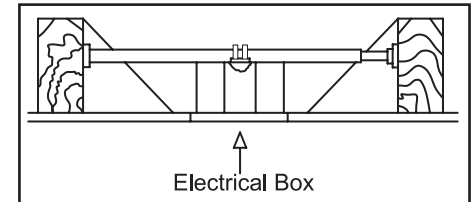


Figure 4

To hang your fan where there is an existing fixture but no ceiling joist, you may need an installation hanger bar as shown in Figure 4.

# 3. Installing Your Fan

# Hanging the Fan

**REMEMBER** to turn off the power. Follow the steps below to hang your fan properly.

**NOTE:** This fan is recommended for standard ceiling mount using the downrod provided with this fan. When using standard ceiling installation with the 6 inch downrod provided, the distance from the ceiling to the bottom of the fan blades will be approximately 12 inches.

## Standard Ceiling Mounting

1. Remove the canopy ring from the canopy by turning the ring clockwise until it unlocks. (Figure 5)
2. Remove the mounting bracket from the canopy by loosening the four screws on the top of the canopy. Remove the two non-slotted screws and loosen the slotted screws. This will enable you to remove the mounting bracket. (Figure 6)
4. Remove the hanger pin and locking pin from downrod assembly.
5. Route the wires exiting the top of the fan motor through the decorative motor collar cover then the canopy ring. Make sure the slot openings are on top. Route the wires through the canopy and then through the ball/downrod assembly. (Figure 7)

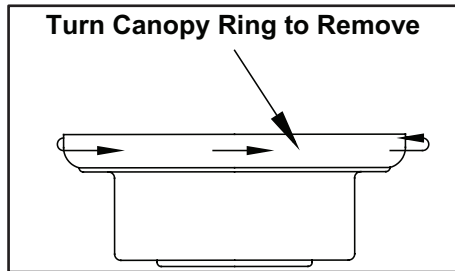


Figure 5

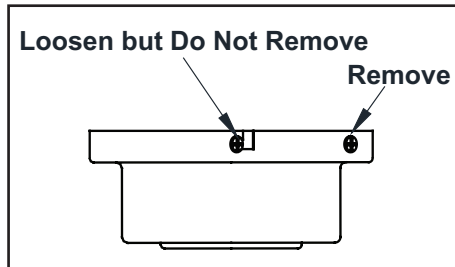


Figure 6

6. Loosen, but do not remove, the set screws on the collar on the top of the motor housing.
7. Align the holes at the bottom of the downrod with the holes in the collar on top of the motor housing. (Figure 7) Carefully insert the hanger pin through the holes in the collar and downrod. Be careful not to jam the hanger pin against the wiring inside the downrod. Insert the locking pin through the hole near the end of the bolt until it snaps into its locked position, as noted in the circle inset of Figure 7.

8. Re-tighten the set screws on the collar on top of the motor housing.
9. Make sure the grommet is properly installed in the collar cover, then slide the collar cover on the downrod until it rests on the motor housing. Be sure that the canopy and the collar cover are both oriented correctly.
10. Proceed to "Installing the Fan" section.

## WARNING

**FAILURE TO PROPERLY INSTALL SET SCREWS AS NOTED IN STEP 8 COULD RESULT IN FAN LOOSENING AND POSSIBLY FALLING.**

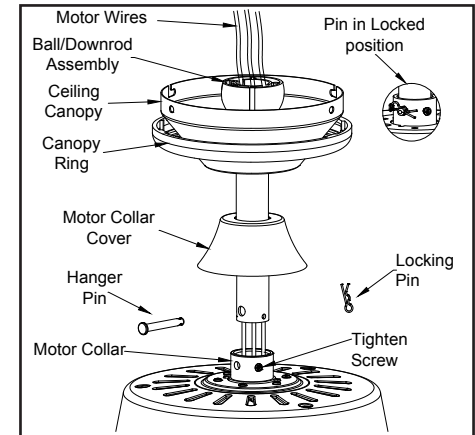


Figure 7

# Close-to-Ceiling Mounting

1. Remove the canopy ring from the canopy by turning the ring to the right until it locks. (Figure 5)
2. Remove the mounting plate from the canopy by loosening the four screws on top of the canopy. Remove the two non-slotted screws and loosen the slotted screws. This will enable you to remove the mounting plate. (Figure 6)
3. Remove the decorative canopy bottom cover from the canopy by depressing the three studs. (Figure 8)
4. Remove three of the six screws and lock washers (every other one) securing the motor collar to the top of the fan-motor assembly. (Figure 9)
5. Route the wires exiting the top of the fan-motor assembly through the rubber gasket aligning the holes in the rubber gasket with the three screw holes in the fan-motor assembly.
6. Route the wires exiting the top of the fan-motor assembly through the canopy ring, and the canopy (make sure the slot openings for the canopy ring and canopy are on top). Place the collar at the top of the motor. (Figure 10)

7. Align the mounting holes in the canopy with the screw holes in the motor and fasten using the three screws and lock washers (removed previously). Tighten the mounting screws securely.

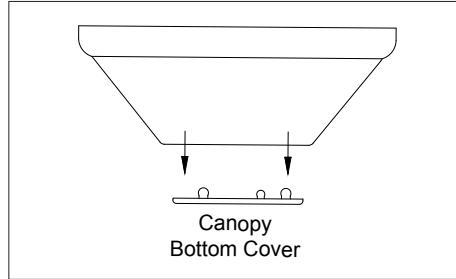


Figure 8

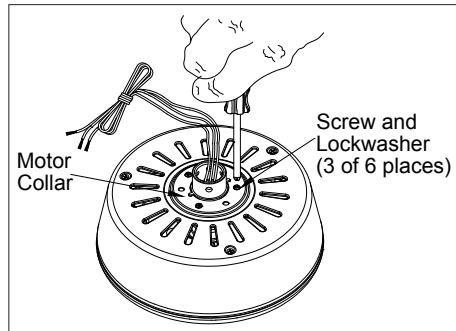


Figure 9

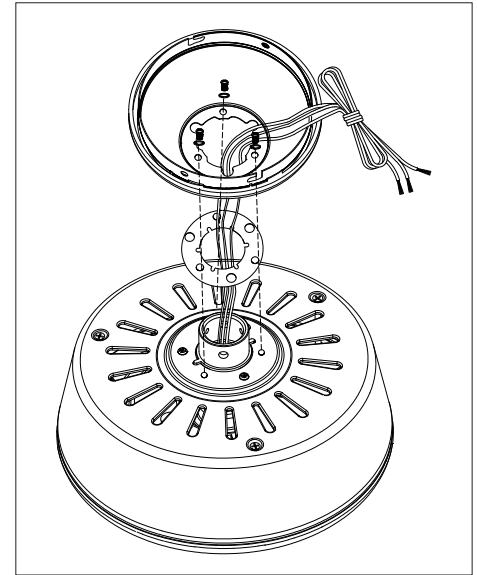


Figure 10

# Installing Fan to the Electrical Box

## CAUTION

WHEN MOUNTING THE FAN ON A SLOPED CEILING, THE STANDARD BALL/DOWNROD MOUNTING METHOD MUST BE USED. THE MOUNTING BRACKET MUST BE MOUNTED SO THAT THE SLOT OPENINGS ARE ON THE LOWER SIDE BY SLIDING THE MOUNTING BRACKET FROM THE TOP DOWN.

1. Pass the 120-Volt supply wires through the center hole in the mounting bracket. (Figure 11)
2. Install the mounting bracket on the outlet box by using the two screws provided with the outlet box. If necessary, use leveling washers (not included) between the mounting bracket and the outlet box. The flat side of the mounting bracket should face toward the outlet box, as shown. (Figure 11)
3. Securely tighten the two mounting screws.

## 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 WIRING.

4. Carefully lift the fan-motor assembly up to the mounting bracket.
5. Insert the ball portion of the ball/downrod assembly into the socket of the mounting bracket.
6. Turn the ball/downrod assembly clockwise until it is seated with the tab of the mounting bracket aligned with the slot in the ball. (Figure 12a)
7. If using close-to-ceiling mounting, hang the fan on the hook provided by utilizing one of the holes at the outer rim of the ceiling canopy. (Figure 12b)

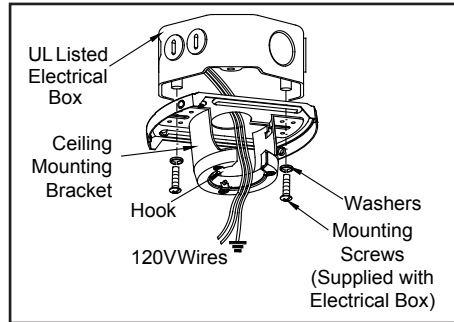


Figure 11

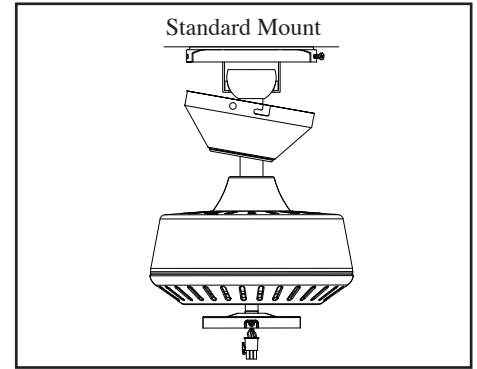


Figure 12a

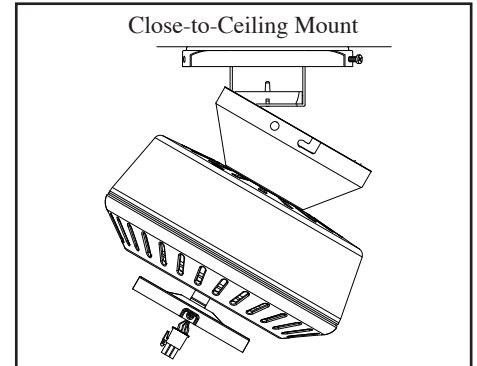


Figure 12b

# Making the Electrical Connections

**REMEMBER** to disconnect the power. If you feel you do not have enough electrical wiring knowledge or experience, have your fan installed by a licensed electrician.

Follow the steps below to connect the fan to your household wiring. Use the wire connecting nuts supplied with your fan. Secure the connectors with electrical tape. Make sure there are no loose strands or connections. (Figure 13)

1. Connect the two green fan ground wires, located on the downrod and mounting bracket, to the household ground wire.
2. Connect the neutral fan (White) wire to the white neutral household wire.
3. Connect the fan supply (Black) wire and light kit (Blue) wire to the black household supply wire as shown in figure 13.
4. After Connecting the wires, spread them 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.
5. Turn the wire connecting nuts upward and push the wiring into the outlet box.

## NOTE

USE THE WIRE CONNECTORS SUPPLIED WITH YOUR FAN. SECURE THE CONNECTORS WITH ELECTRICAL TAPE AND ENSURE THERE ARE NO LOOSE STRANDS OR CONNECTIONS

## WARNING

EACH WIRE NUT (WIRE CONNECTOR) SUPPLIED WITH THIS FAN IS DESIGNED TO ACCEPT UP TO ONE 12 GAUGE HOUSE WIRE AND TWO WIRES FROM THIS 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.

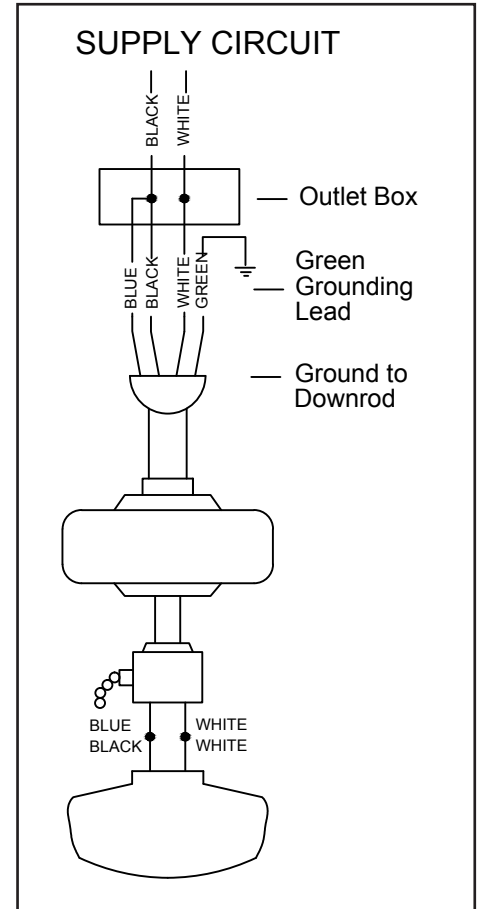


Figure 13

# Finishing the Fan Installation

## STANDARD CEILING MOUNTING

### WARNING

WHEN USING THE STANDARD BALL/DOWNROD MOUNTING, THE TAB IN THE RING AT THE BOTTOM OF THE MOUNTING PLATE MUST REST IN THE GROOVE OF THE HANGER BALL. FAILURE TO PROPERLY SEAT THE TAB IN THE GROOVE COULD CAUSE DAMAGE TO WIRING.

1. Align the locking slots of the ceiling canopy with the two screws in the mounting bracket. Push up to engage the slots and turn clockwise to lock in place. Immediately tighten the two mounting screws firmly.
2. Install the remaining two mounting screws into the holes in the canopy and tighten firmly.
3. Install the decorative canopy ring by aligning the ring's slots with the screws in the canopy. Rotate the ring counter-clockwise to lock in place.
4. You may now proceed to attaching the fan blades.

## Attaching the Fan Blades

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

1. Attach blade to blade bracket using screws shown in Figure 14. Please note that the rubber washers are preattached to the blade bracket. Start a screw into the bracket. Repeat for the two remaining screws.

2. Tighten each screw securely.
3. Fasten the blade assembly to the motor by tightening the motor screws. Please note that the motor screws are preattached into the blade brackets. (Figure 15)
4. Repeat steps 1,2 & 3 for the remaining blades.

## Attaching the Switch Housing

1. Remove the three mounting screws on the switch housing cover below the motor.
2. Connect the wires exiting the bottom of the motor with switch housing by connecting the molded adaptor plugs together.
3. Attach the switch housing and secure it to the switch housing cover using the three screws that were removed. (Figure 16)

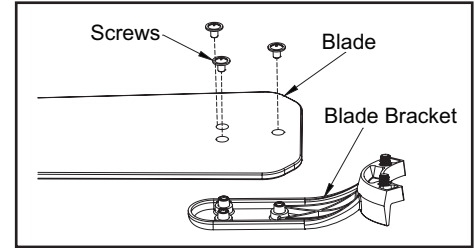


Figure 14

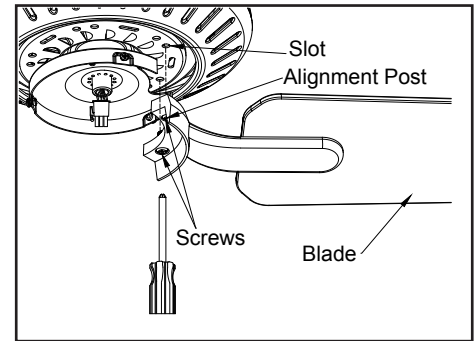


Figure 15

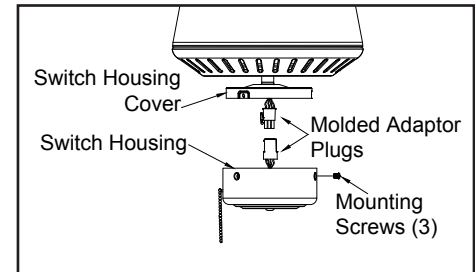


Figure 16

# Blade Balancing

All blades are grouped by weight. Because natural woods vary in density, the fan may wobble even though the blades are weight matched.

The following procedure should correct most fan wobble. Check after each step.

1. Check that all blade screws are secure.
2. 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 as shown in Figure 17. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. Measurements deviation should be within  $1/8''$ . Run the fan for 10 minutes.
3. Make sure that canopy is tightened securely to ceiling mounting bracket and that the ceiling mounting bracket is tightened securely to the electrical box. Also make sure the set screws on the motor collar are securely tightened to the downrod.
4. Interchanging two adjacent blades can redistribute the weight and possibly result in the smoother operation.
5. Use the enclosed Blade Balancing Kit if the blade wobble is still noticeable.

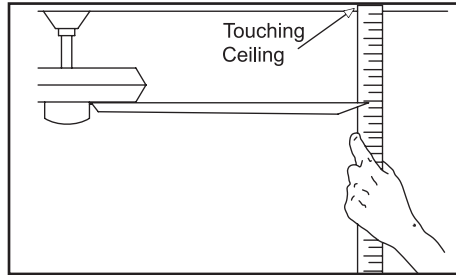


Figure 17

Speed settings for warm or cool weather depend on factors such as room size, ceiling height, number of fans, and so on.

The fan shipped from the factory with the reversing switch positioned to circulate air downward. If airflow is desired in the opposite direction, turn your fan off and wait for the blades to stop turning, then slide the reversing switch up (located on the switch housing) to opposite position, and turn fan on again. The fan blades will turn in the opposite direction and reverse airflow.

**Warm weather** - (Forward) A downward air flow creates a cooling effect as shown in Figure 18. This allows you to set your air conditioner on a higher setting without affecting your comfort.

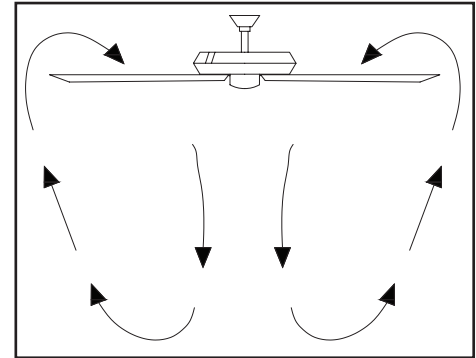


Figure 18

**Cool weather** - (Reverse) An upward air flow moves warm air off the ceiling as shown in Figure 19. This allows you to set your heating unit on a lower setting without affecting your comfort.

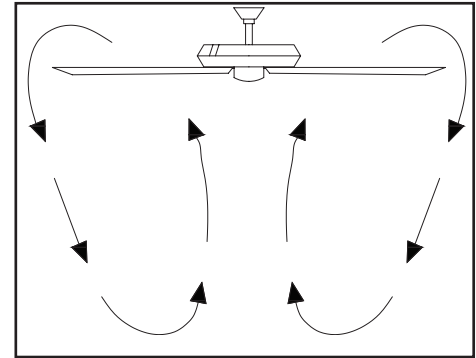


Figure 19

## *10. Operating Your Fan*

## Care of Your Fan

Here are some suggestions to help you maintain your fan.

1. 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 fan from ceiling.)**
2. Clean your fan periodically to help maintain its new appearance over the years. Do not use water when cleaning, 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.  
**Warning - Make sure the power is off before cleaning your fan.**
3. 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.
4. **There is no need to oil your fan.**  
The motor has permanently lubricated sealed ball bearings.

## Troubleshooting

### Problem

### Solution

Fan will not start

1. Check main and branch circuit fuses or breakers
2. Check line wire connections to the fan and switch wire connections in the switch housing. **CAUTION: Make sure main power is off.**

Fan sounds noisy

1. Make sure all motor housing screws are snug.
2. Make sure the screws that attach the fan blade bracket to the motor hub are tight.
3. Make sure wire nut connections are not rattling against each other or the interior wall of the switch housing.  
**CAUTION: Make sure power is off.**
4. Allow a 24-hour "breaking in" period. Most noises associated with a new fan disappear during this time.
5. If using the Ceiling Fan light kit, make sure the screws securing the glassware are tight. Check that the light bulb is also secure.
6. Make sure the canopy is a short distance from the ceiling.  
It should not touch the ceiling.
7. Make sure your electrical box is secure and rubber isolator pads were used between the mounting bracket and electrical box.

### WARNING

**MAKE SURE THE POWER IS OFF AT THE ELECTRICAL PANEL BOX BEFORE YOU ATTEMPT TO MAKE ANY REPAIRS. REFER TO THE SECTION, "MAKING ELECTRICAL CONNECTIONS."**

# *11. Care of Your Fan and Troubleshooting*

FAN SIZE	SPEED	VOLTS	FAN POWER CONSUMPTION (WITHOUT LIGHTS) WATTS	AIRFLOW CFM	AIRFLOW EFFICIENCY (HIGHER IS BETTER) CFM/WATT	NET WEIGHT	GROSS WEIGHT	CUBE FEET
32"	Low	120	12	1658	138	11.69 lbs	13 lbs	1.7
	High	120	34	2519	74			

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## *12. Specifications*