Hampton Bay Lifetime Limited Warranty

The retailer 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 retailer also warrants that all other fan parts, excluding any glass or plexiglass 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 the retailer. 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. Because of varying climatic conditions in the United States 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. The retailer 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 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.

Date Purchased _____

Store Purchased_____

Model No._____278-325_____

Serial No._____

Vendor No._____11289_____

UPC _____792145350330_____

Lifetime Limited Warranty

Table of Contents

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 and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.

3. **WARNING:** To reduce the risk of electrical shock and fire, do not use this fan with any solid-state fan speed control device.

4. **WARNING:** To reduce the risk of personal injury, use only the two steel screws (and lock washers) provided with the outlet box for mounting to the outlet box. Most outlet boxes commonly used for the support of lighting fixtures are not acceptable for fan support and may need to be replaced, consult a qualified electrician if in doubt.

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WARNING
TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL
INJURY, MOUNT FAN TO OUTLET BOX MARKED ACCEPTABLE FOR
FAN SUPPORT.
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5. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 50 pounds. Use only UL Listed outlet boxes marked **FOR FAN SUPPORT.**

6. The fan must be mounted with a minimum of 7 feet clearance from the trailing edge of the blades to the floor.

7. Avoid placing objects in the path of the blades.

8. Reverse the fan while the motor is on any speeds.

9. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.

10. 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.

11. After marking electrical connections, spliced conductors should be turned upward and pushed carefully up into outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box.

12. Electrical diagrams are reference only. Light kit 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.
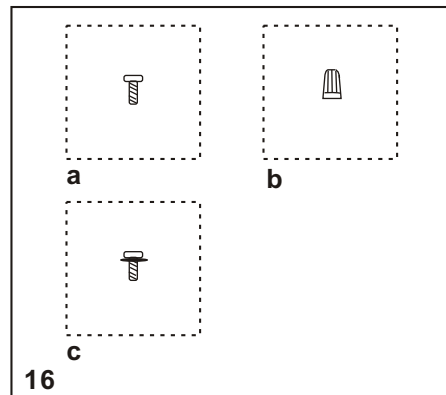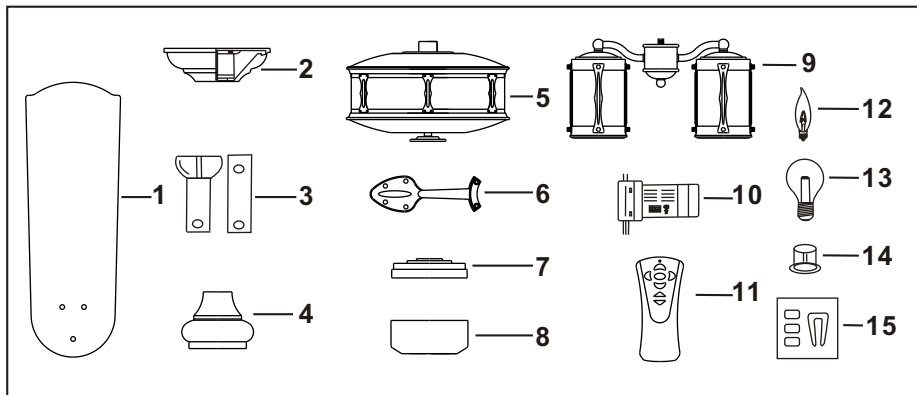
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WARNING
TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE
BLADE BRACKETS (ALSO REFERRED TO AS FLANGES) DURING
ASSEMBLY OR AFTER INSTALLATION. DO NOT INSERT OBJECTS IN
THE PATH OF THE BLADES.
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NOTE
READ AND SAVE ALL INSTRUCTIONS!
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1. Safety Rules

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

1. Set of blades (5)
2. Canopy assembly
3. Ball/downrod assembly (1)
   & extra downrod (1)
4. Collar cover
5. Fan motor assembly
6. Set of blades brackets (5)
7. Mounting plate

8. Switch housing
9. Light kit
10. Receiver+6 wire nuts
11. Transmitter+holder+2 mounting screws
12. 15 Watt candelabra bulbs (4)
13. 60 Watt medium base bulbs (3)
14. Extra plastic plug
15. Balancing kit

16. Loose parts bag containing:
   a. Blade attachment hardware
      (16 screws)
   b. Mounting hardware
      (3 plastic wire connectors)
   c. Blade arm hardware:
      (11 screws with lock washers)

Unpacking Your Fan 2.
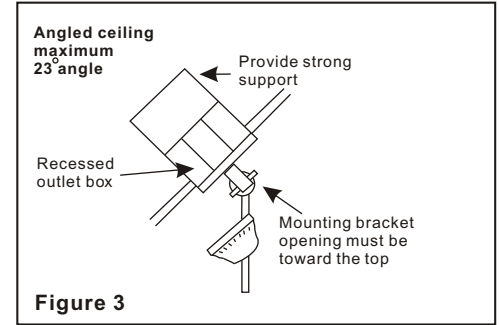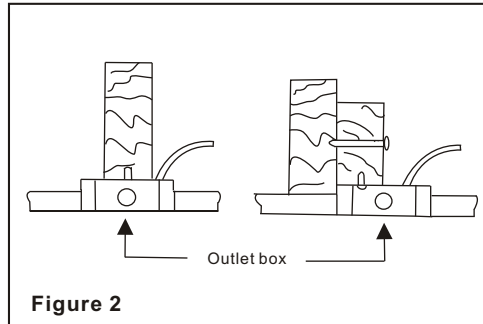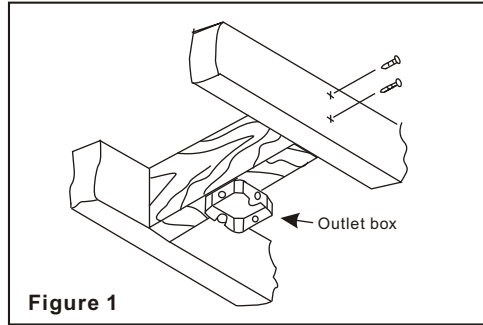
Tools Required

Phillips screwdriver, straight slot screwdriver, adjustable wrench, step ladder, and wire cutters.
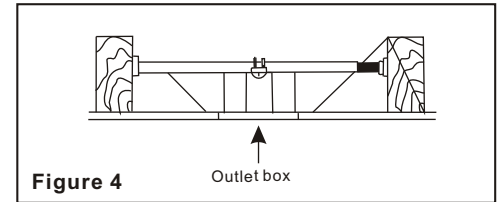
Mounting Options

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

Secure the outlet box directly to the building structure. Use appropriate fasteners and building materials. The outlet box and its support must be able to fully support the moving weight of the fan (at least 50 lbs). Do not use plastic outlet boxes.

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

← Outlet box

Figure 1

Outlet box

Figure 2

Angled ceiling maximum 23°angle

Provide strong support →

Recessed outlet box

Mounting bracket opening must be toward the top

Figure 3

Note: You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling.

Figure 4   Outlet box

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 (available at your Hampton Bay Retailer).

3. Installing Your Fan

Hanging the Fan

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

Step 1. Remove the decorative canopy bottom cover from the canopy by turning the cover counter clockwise.(Fig. 5)

Step 2. Remove the hanger bracket from the canopy by loosening the two screws on the bottom of the hanging bracket in 1/4" from the screw head and turning the canopy counter clockwise.(Fig, 5)

Step 3. Pass the 120-volt supply wires through the center hole in the ceiling hanger bracket as shown in Fig. 6.

Step 4. Secure the hanger bracket to the ceiling outlet box with the screws and washers provided with your outlet box.

Step 5. Remove the hanger pin, lock pin and set screws from the top of the motor assembly.

Step 6. Route wires exiting from the top of the fan motor through the collar cover, canopy cover, canopy and then through the ball / downrod.(Fig. 7)

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

WARNING
FAILURE TO PROPERLY INSTALL LOCKING PIN AS NOTED IN STEP 7 COULD RESULT IN FAN LOOSENING AND POSSIBLY FALLING.

Step 8. Tighten two set screws on top of the fan motor firmly (Figure 7)
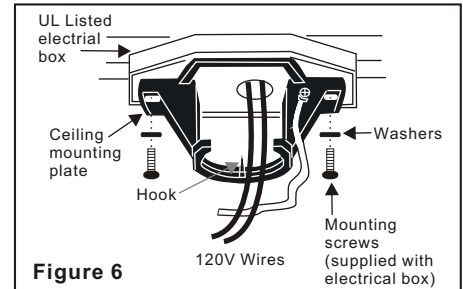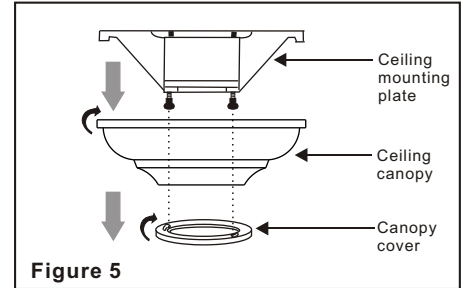**Step 9.** Place the downrod ball into the hanger bracket socket.

CHANGING THE DOWNROD (OPTIONAL)

NOTE: Your fan comes with a 5" downrod attached to the hanger ball. In addition you have been provided with a 7" downrod to use if desired. If you choose to use the 7" downrod, perform the following steps:

1. Remove the hanger ball from the 5" downrod by loosening the set screw at the top of the downrod which holds the hanger ball to the downrod.

2. Slide the hanger ball down the downrod and remove the support pin.

3. Insert the support pin in the holes at the top of the 7" downrod and slide the hanger ball

up the 7" downrod. Make sure the support pin is properly seated in the grooves in the top of the hanger ball.
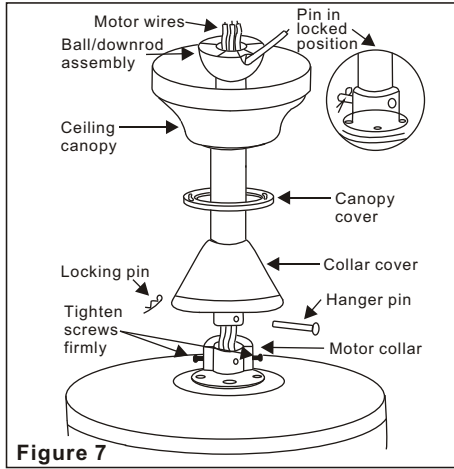
4. Tighten the set screw firmly.

Figure 5

Ceiling mounting plate
Ceiling canopy
Canopy cover

UL Listed electrial box
Ceiling mounting plate
Hook
Washers
120V Wires
Mounting screws (supplied with electrical box)
Figure 6

4.

Figure 7

Motor wires
Ball/downrod assembly
Pin in locked position
Ceiling canopy
Canopy cover
Collar cover
Locking pin
Hanger pin
Tighten screws firmly
Motor collar

6. Electrical Connections

WARNING: To avoid possible electrical Shock, be sure electricity is turned off at the main fuse box before wiring.

NOTE: (Fig. 8). This remote control unit is equipped with 16 code combinations to prevent possible interference from or to other remote units. The frequency switches on your receiver and transmitter have been preset at the factory. Please recheck to make sure the switches on transmitter and receiver are set To the same position, any combination of settings will operate the fan as long as the transmitter and receiver are set to the same position.

Step 1. (Fig. 9) Insert the receiver into the Mounting Bracket with the flat side of the receiver facing the ceiling.

Step 2. (Fig. 10) Motor to Receiver Electrical Connections: Connect the Black wire from the fan to Black wire marked "TO MOTOR L". Connect the White wire from the fan to the White wire marked "TO MOTOR N" from the receiver. Connect the Blue wire from the fan to the Blue wire marked "For bottom Light" from the receiver. Connect the Orange wire from fan to the Orange wire from receiver marked "For Upper Light". Secure wire connections with the plastic wire nuts provided.

Step 3. (Fig. 10) Receiver to House Supply Wires Electrical Connections: Connect the Black (hot) wire from the ceiling to the Black wire marked "AC in L" from the receiver. Connect the White (neutral) wire from the ceiling to the White wire marked "AC in N" from the Receiver. Secure wire connections with the plastic wire nuts provided.

Step 4. (Fig. 10) If your outlet box has a ground wire (green or bare copper) connect it to the Hanging and Mounting Bracket ground wires; otherwise connect the Hanging Bracket ground wire to the Mounting Bracket. Secured the wire connection with a plastic nut provided. After connecting the wires spread them apart so that the green and white wires are on one side of the outlet box and black and blue Wires are on the Other side. Carefully tuck the wire connections up into the outlet box.

Step 5. After the splices are made, secure connectors with electrical tape. Spread the wires apart so that the green and white wires are on one side of the outlet box and the black and blue wires are on the other. Make sure there are no loose strands or connections. Turn wire connectors upward and push the wiring into the outlet box.
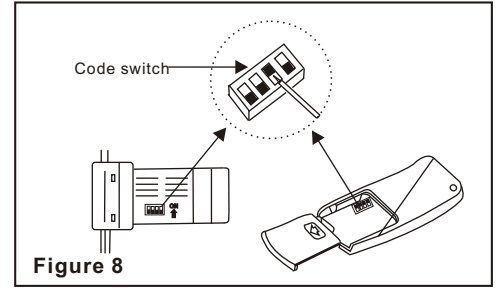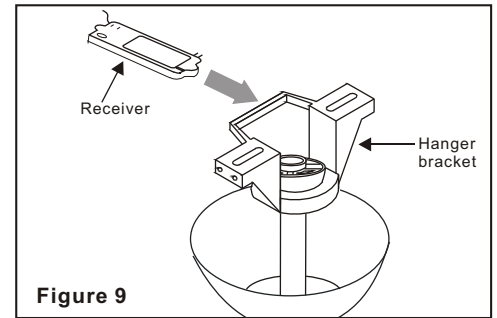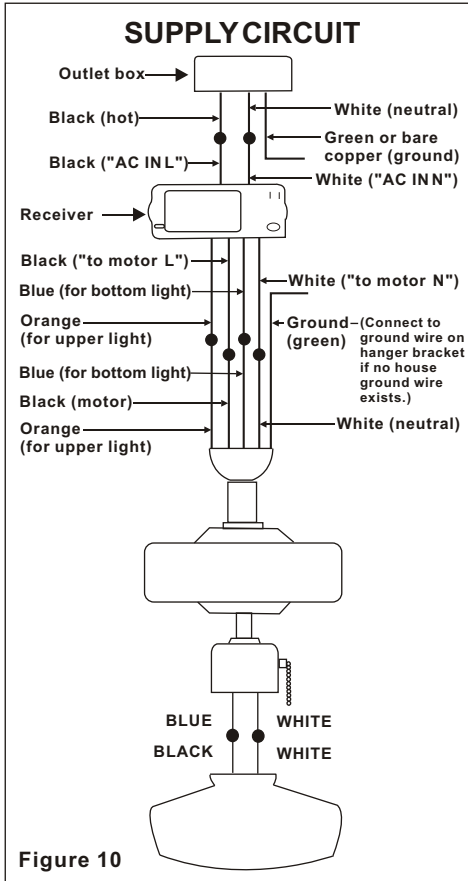

Code switch

Figure 8

Receiver

Hanger bracket

Figure 9

5.

SUPPLY CIRCUIT

Outlet box →

Black (hot)

White (neutral)

Green or bare copper (ground)

Black ("AC IN L")

White ("AC IN N")

Receiver →

Black ("to motor L")

White ("to motor N")

Blue (for bottom light)

Orange (for upper light)

Ground – (Connect to ground wire on hanger bracket if no house ground wire exists.)
(green)

Blue (for bottom light)

Black (motor)

Orange (for upper light)

White (neutral)

BLUE   WHITE

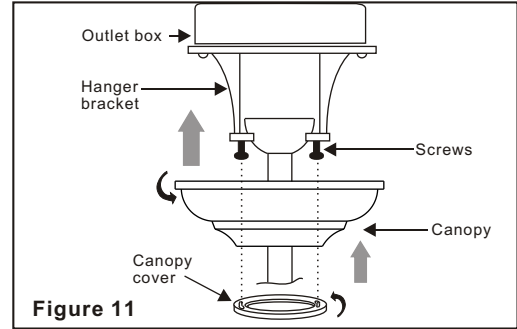BLACK   WHITE

Figure 10

Finishing the Installation

Step 1. Tuck connections neatly into ceiling outlet box.

Step 2. Slide the canopy up to ceiling and over the 2 screws on hanger bracket. Rotate canopy clockwise, next, while holding the canopy with one hand, slide the canopy cover over the screws and rotate clockwise until tight. Note: adjust the canopy screws as necessary until the canopy and canopy cover are snug. (Fig. 11)

Outlet box →

Hanger bracket

Screws

Canopy

Canopy cover

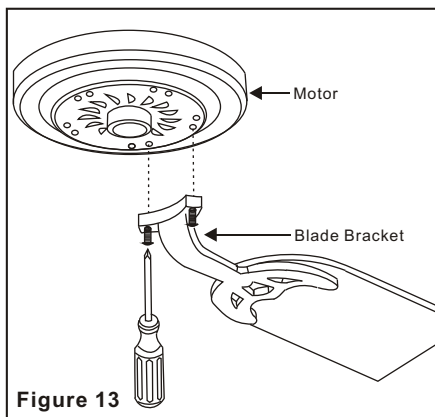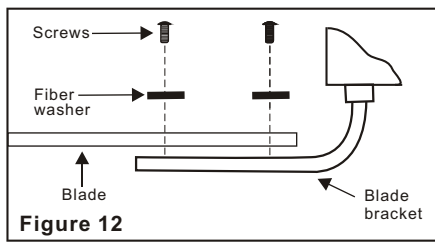**Figure 11**

6.

Attaching the Fan Blades

Step 1 Attach blades to blade brackets using three screws and fiber washers as shown in Figure 12. Start a screw into the bracket, do not tighten. Repeat for the 2 remaining screws and washers.

Step 2 Tighten each screw securely starting with the center screw. Make sure the blade is straight.

Step 3 Remove the 5 screws from the motor support plate, discard the motor support plate.

Step 4. Align holes from blade holder to the motor and secure with the screws included in the fan's hardware plastic bag. Tighten screws securely.

Step 5 Install an optional light kit if you wish. Follow the instructions included with the kit.

Screws

Fiber washer

Blade

Blade bracket

Figure 12

Motor

Blade Bracket

Figure 13

All blades are grouped by weight. Because natural woods very 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 and blade bracket 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 this distance as shown in Figure 14. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. The distance should be equal within 1/8".

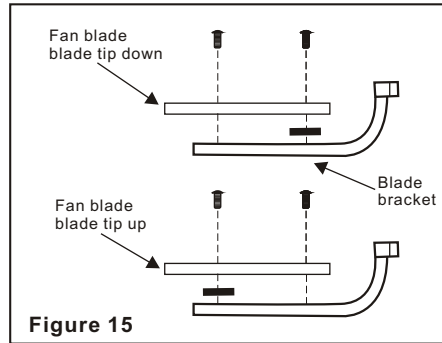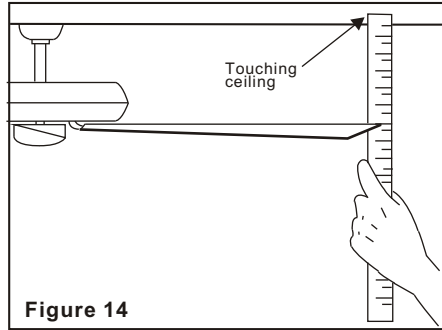If all blade levels are not equal, you can adjust the blade level with the following procedure.

7.

To Adjust the blade tip down, insert a washer (not supplied) between the blade and blade bracket at the screw closest to the motor (Figure 15)

To adjust the blade tip up, insert a washer (not supplied) between the blade and blade bracket at the two screws farthest from the motor (Figure 15)

3. Use the enclosed Blade Balancing Kit if the blade wobble is still noticeable.

4. If the blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.
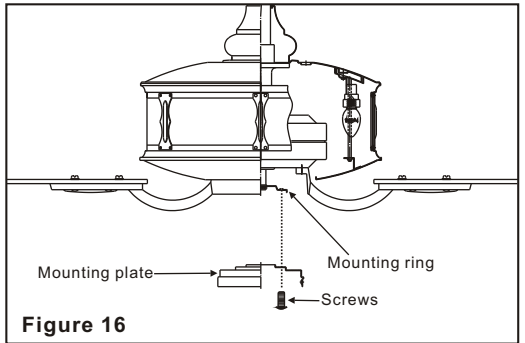
<div style="border:1px solid black">

WARNING
TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE HOLDERS WHILE INSTALLING, BALANCING THE BLADES, OR CLEANING THE FAN. DO NOT INSERT FOREIGN OBJECTS BETWEEN ROTATING FAN BLADES.

</div>

Touching ceiling

Figure 14

Fan blade blade tip down

Blade bracket

Fan blade blade tip up

Figure 15

Installing the Mounting Plate

Step 1. Remove the 1 of 3 screws from the mounting ring and loosen the other 2 screws. (Do not remove)

Step 2. Place the key holes on the mounting plate over the 2 screws previously loosened from the mounting ring, turn mounting plate until it locks in place at the narrow section of the key holes. Secure by tightening the 2 screws previously loosened and the one previously removed. (Fig. 16)

Mounting plate

Mounting ring

Screws

Figure 16

8.

NOTE: Before starting installation, disconnect the power by turning off the circuit breaker or removing the fuse at fuse box.
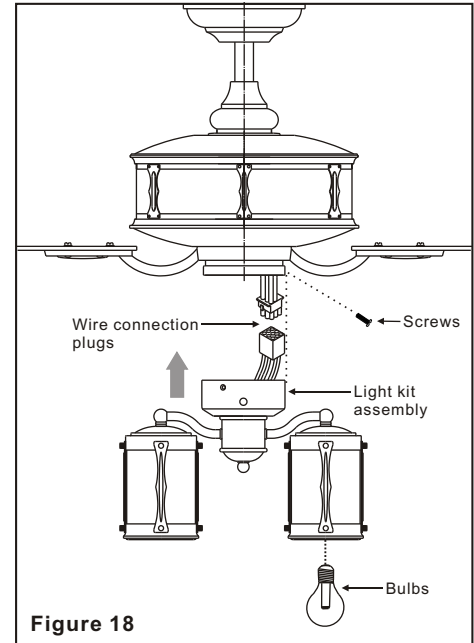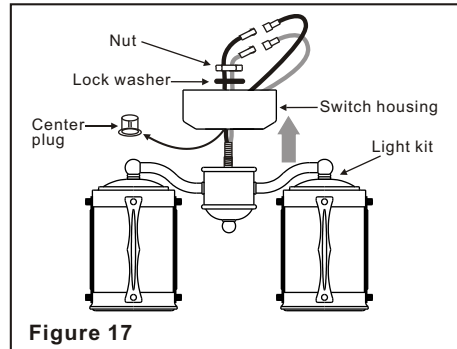**Turning power off using the fan switch is not sufficient to prevent electric shock.**

1. Remove and discard the center plug from the housing. Attach the light kit to the switch housing by feeding the light kit wires (black and white) through the hole of switch housing and then screw it onto the switch housing by nut & lock washer. Be sure it is tight enough to prevent light kit from vibrating loose. (Fig. 17)

2. Locate two single white and blue wires in the switch housing labeled FOR LIGHT.

3. Make the polarized plug connections:
   - White to white
   - Blue to black

4. While holding the light kit assembly under your fan, snap together the wire connection plugs .

5. Carefully push all wires back into the switch housing, then install the light kit assembly onto the metal plate with 3 screws provided. Be sure to tighten all screws. (Fig. 18)

6. With the power off, insert the light bulbs (included) into the light kit sockets. Max. 60 watts.

7. Restore power and your light kit is ready for operation.

NOTE: Light bulbs have no warranty, can be purchased at local light bulb specialty store or from our service center.

Nut
Lock washer
Center plug
Switch housing
Light kit

Figure 17

Wire connection plugs
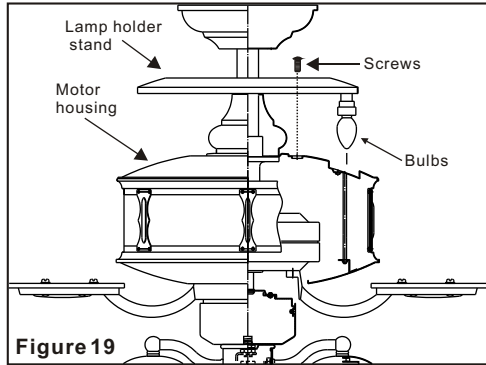Screws
Light kit assembly
Bulbs

Figure 18

9. Installing the Light Kit

Lighted housing bulb replacement

Step 1. Remove the 2 screws from the lamp holder stand and take the stand off from the top decorative housing as shown in Figure 19.
Step 2. Replace the defective bulb (15W, 120V AC CANDELABRA base).
Step 3. Place the lamp holder stand back to the top decorative housing and secure the screws in position.

Figure 19

Operating Your Transmitter

Restore power to ceiling fan and test for proper operation.
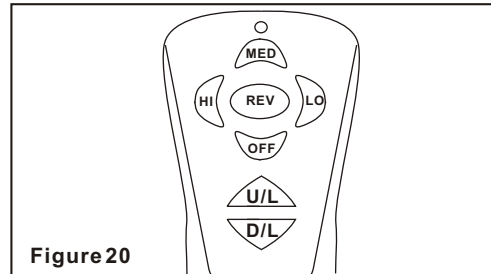
1. **"LO. MED, HI"** buttons:
   These three buttons are used to set the fan speed as follows:
   LO=Low speed **MED**= Medium speed
   HI=High speed

2. **"OFF"** button:
   This button turns the fan off.

Figure 20

3. The **"U/L"** button turns the upper light ON or OFF and also controls the brightness setting. The **"D/L"** button turns the bottom light ON or OFF and also controls the brightness setting. Press and release the button to turn the light ON or OFF. Press and hold the button to set the desired brightness. The light button has an auto-resume, it will stay at the same brightness as the last time it was turned off.

4. The **"REV"** button is used to set the fan forward or reverse, press the button forward (for warm weather) or reverse (for cool weather):

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

NOTE: To operate the reverse function on this fan, press the reverse button while the fan is running.

Warm weather - (Forward) A downward air flow creates a cooling effect as shown in Figure 21. This allows you to set your air conditioner on a higher setting without affecting your comfort.

Cool weather - (Reverse) An upward airflow moves warm air off the ceiling area as shown in Figure 22. This allows you to set your heating unit on a lower setting without affecting your comfort.
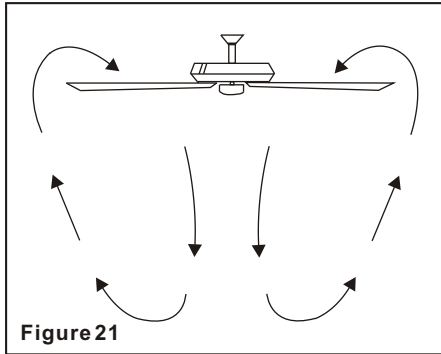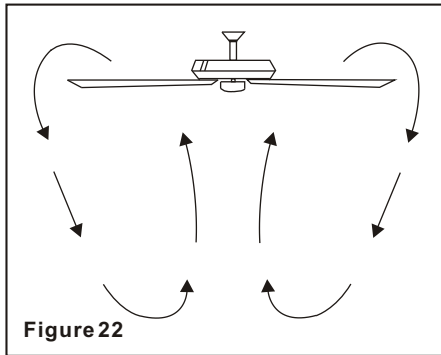
10.

Figure 21

Figure 22

Installing the battery:

Install 9 volt battery (not included), to prevent damage to transmitter, remove the battery if not used for long periods.
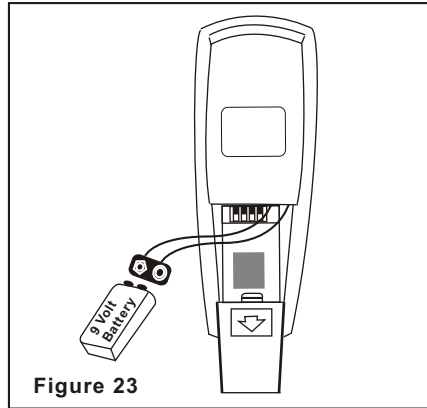

Figure 23

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. 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. Do not use water when cleaning. This could damage the motor, or the wood, or possibly cause an electrical shock.

3. You can apply a light coat of furniture polish to the wood blades 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 bearings.

IMPORTANT
MAKE SURE THE POWER IS OFF AT THE ELECTRICAL PANEL BOX BEFORE YOU ATTEMPT ANY REPAIRS. REFER TO THE SECTION "MAKING ELECTRICAL CONNECTIONS"
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11. Care of Your Fan

Problem	Solution
Fan will not start.	1. Check 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. 3. Check to make sure the dip switches from the transmitter and receiver are set to the same frequency.
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 is tight. 3. Make sure wire nut connections are not rubbing against each other or the interior wall of the switch housing. **CAUTION**: Make sure main power is off. 4. Allow a 24-hour "breaking-in" period. Most noise associated with a new fan disappear during this time. 5. If using an optional light kit, make sure the screws securing the glassware are tight. Check that light bulb is also secure. 6. Do not connect the fan with wall mounted variable speed control (s) 7. Make sure the upper canopy is a short distance from the ceiling. **It should not touch the ceiling.**
Remote control malfunction:	1. Do not connect the fan with wall mounted variable speed control(s) 2. Make sure the dip switches are set correctly.

Troubleshooting 12.

Fan Size	Speed	Volts	Amps	Watts	RPM	CFM	N.W.	G.W.	C.F.
52"	Low	120					kgs	kgs	2.52'
	Medium	120							
	High	120							

These are approximate measures. They do not include Amps and Wattage used by the light kit.

13. Specifications