### 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

| Store Purchased    |
|--------------------|
|                    |
| □581-239           |
| Model No. □581-165 |
| Serial No          |
| Vendor No. 219032  |
| □792145351085      |
| UPC792145350996    |

| Safety Rules               |     |
|----------------------------|-----|
| Unpacking Your Fan         | 2.  |
| Installing Your Fan        |     |
| Installing the Light Kit   | 8.  |
| Operating Your Transmitter | 10. |
| Care of Your Fan           | 11. |
| Troubleshooting            | 12. |
| Specifications             |     |

## 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 fire, electric shock, or personal injury, mount to outlet box marked "Acceptable for Fan Support of 22.7 kg (50 lbs.) Or Less" and use mounting screws provided with the outlet box. Most outlet boxes commonly used for the support of light fixtures are not acceptable for fan support and may need to be replaced. Due to the complexity of the installation of this fan, a qualified licensed electrician is strongly recommended.

### WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT FAN TO OUTLET BOX MARKED ACCEPTABLE FOR FAN SUPPORT.

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

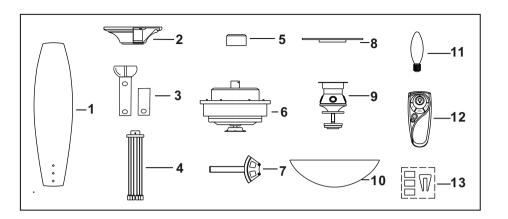
### WARNING

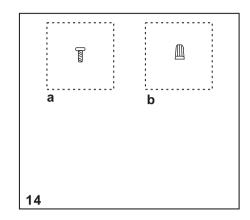
TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE ARMS (ALSO REFERRED TO ASBRACKETS) DURING ASSEMBLY OR AFTER INSTALLATION. DO NOT INSERT OBJECTS IN THE PATH OF THE BLADES.

#### NOTE

READ AND SAVE ALLINSTRUCTIONS!

## 1. Safety Rules





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

- 1 Fan blades (5)
- 2. Canopy assembly
- 3. Ball/downrod assembly (1) & extra downrod(1)
- 4. Decorative cable wire assembly
- 5. Coupling cover
- 6. Fan motor assembly

- 7. Blade arms (5)
- 8. Mounting plate
- 9. Light kit
- 10. Glass shade
- 11. 40 Watt candelabra bulbs (3)
- 12. Transmitter+holder+2 mounting screws + 2 plastic plugs
- 13. Balancing kit

- 14. Loose parts bag containing:
  - a. Blade attachmenthardware (16 screws)
  - b. Mounting hardware (3 plastic wire connectors)

#### WARNING

DO NOT INSTALL ORUSE FAN
IF ANYPARTIS DAMAGED ORMISSING.
CALL TOLLFREE 877-902-5588

## Unpacking Your Fan 2.

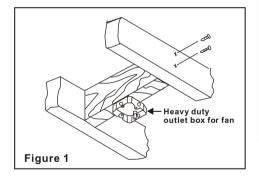
### **Tools Required**

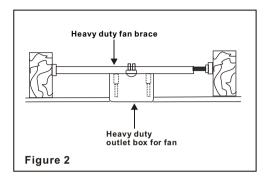
Phillips screwdriver, straight slot screwdriver, adjustable wrench, step ladder, and wire cutters.

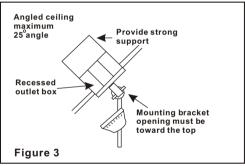
### **Mounting Options**

Heavy duty ceiling fan rated outlet box is required (at least 50 lbs). Do not use regular outlet box (metal or plastic).

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







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

## 3. Installing Your Fan

### **Assembling Your Fan**

- **Step 1.** Remove the decorative canopy bottom cover from the canopy by turning the cover counter clockwise. (Fig.4)
- **Step 2.** Remove the hanger bracket from the canopy by loosening the two screws on the bottom of the hanging bracket a half turn from the screw head and turning the canopy counter clockwise. (Fig. 4)
- **Step 3.** Remove the hanger pin, lock pin and setscrews from the top of the motor assembly. (Fig. 5)
- **Step 4.** Loosen the setscrew from the coupling located at the top of the decorative cable wire assembly.
- **Step 5.** Route wires exiting from the top of the fan motor through the collar cover, decorative cable wire assembly, canopy cover, canopy and then through the ball/downrod. (Fig. 5)
- **Step 6.** Place the nut at the end of the decorative cable wire to the screw on the top of the motor housing. Tighten the nut to the screw. Repeat this procedure for the remaining decorative cable wires. Secure the coupling with setscrew tightly. (Fig. 6)
- Step 7. Align the holes at the bottom of the downrod with the holes in the collar on the top of the motor housing (Fig. 5) 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. 5.

#### WARNING

FAILURE TO PROPERLY INSTALL LOCKING PINAS NOTED INSTEP 7 COULD RESULT IN FANLOOSENING AND POSSIBLY FALLING.

**Step 8.** Tighten two setscrews on top of the fan motor firmly. (Fig. 5)

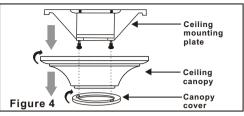
### Hanging the Fan

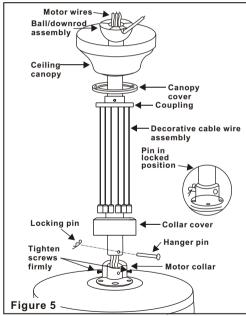
REMEMBER to turn off the power. Follow the steps below to hang your fan properly:

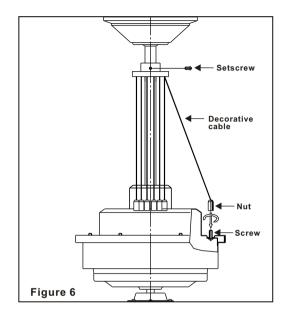
#### **CAUTION**

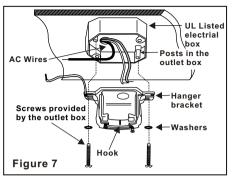
Remove the 3 screws from the motor support plate, discard the 3 screws and motor support plate.

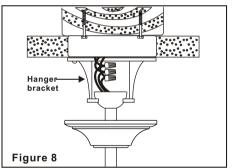
- **Step 1.** Install the hanger bracket to the outlet box; be sure to align the holes in the hanger bracket with the post holes in the outlet box and secure with screws and washers provided by the outlet box. (Figure 7)
- **Step 2.** Hanging the assembled fan onto the mounting bracket, place the downrod ball into the mounting bracket. Rotate the fan until the slot of the downrod ball locks into the tab of the mounting bracket. (Figure 8)
- **Step 3.** Connecting the wires (see titled "Making the Electrical Connections").











## Changing the Downrod (Optional)

**NOTE:** Your fan comes with a 12" downrod attached to the hanger ball. In addition, a 4-1/2" downrod has been provided to be used in case the ceiling is lower, Perform the following steps for correct installation:

- Remove the hanger ball from downrod by loosening the setscrew 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 4-1/2" downrod and slide the hanger ball up the 4-1/2" downrod. Make sure the support pin is properly seated in the grooves in the top of the hanger ball.
- 4. Tighten the setscrews firmly.

## Making the Electrical Connections

Remember to disconnect the power.

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.

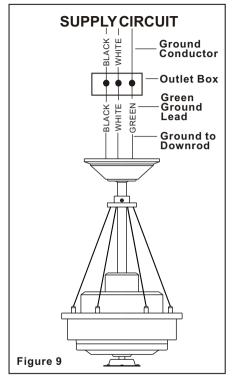
**Step 1** Connect the fan supply (black) wire to the black household supply wire as shown in Figure 9.

**Step 2**. Connect the neutral fan (white) wire to the white neutral household wire.

Step 3 Connect the fan ground wire (green) to the household ground wire.

Step 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 wires are on the other side.

**Step 5** Turn the connecting nuts upward and push the wiring into the outlet box.



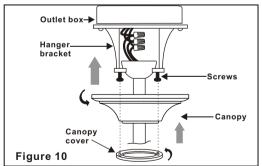
### Finishing the Installation

Step 1. Tuck connections neatly into ceiling outlet box.

Step 2. Slide the canopy up to ceiling and over the 2 screws on the 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. 10)

#### WARNING

Make sure the notch on the hanging bracket properly sits in the groove in the hanger ball before attaching the canopy to the bracket by turning the housing until it drops into place.



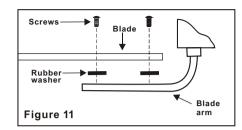
# Attaching the Fan Blades

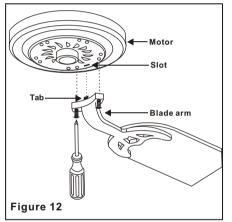
Step 1 Attach blades to blade arms using three screws and rubber washers as shown in Figure 11. Start a screw into the blade arms, do not tighten. Repeat for the 2 remaining screws and washers.

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

Step 3 Fasten the blade arms to the motor by insert the tab from the blade arms to the slot in the bottom motor housing, then tighten the two screws and washers already installed in the blade arms. (Figure 12).

**Step 4** Install an optional light kit if you wish. Follow the instructions included with the kit.





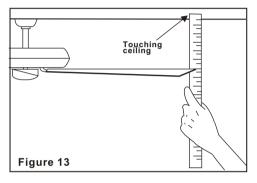
All blades are grouped by weight. Because natural woods very in density, the fan may wobble even though the blades are weighed equally.

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

- 1. Check that all blade and blade bracket screws are secure.
- 2. Most fan wobbling 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 13. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. The distance deviation should be equal within 1/8".
- 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.

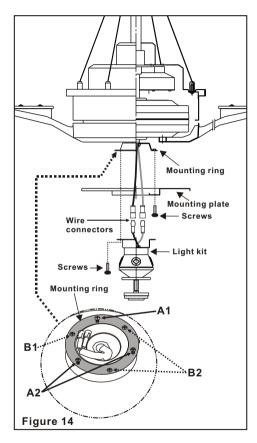
#### WARNING

TO REDUCE THERISK OF PERSONALINJURY, DO NOT BEND THE BLADE HOLDERS WHILE INSTALLING, BALANCING THE BLADES, OR CLEANING THE FAN. DO NOT INSERT FOREIGN OBJECTS BETWEEN ROTATING FANBLADES.



**NOTE:** Before starting installation, disconnect the power by turning off the circuit breaker or removing the fuse at fuse box.

- 1. Remove 1 screw (A1) and loosen 2 screws (A2) from the mounting ring; do not remove the 2 screws. (See illustration)
- 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.
- 3. Remove 1 screw (B1) and loosen 2 screws (B2) from the mounting ring,; do not remove the 2 screws (See illustration)
- 4. Raise and hold the light kit close to the mounting plate and make the wire connections. Connect the white wire connectors from the light kit and fan, follow the same procedure with the black wire connectors.(Fig. 14)
- Carefully push all wires back into the mounting plate, then install the light kit onto the mounting ring with 3 screws provided. Be sure to tighten all screws. (Figure 14)

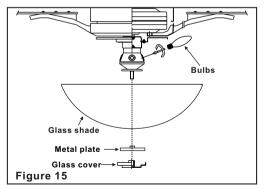


## Installing the light kit 8.

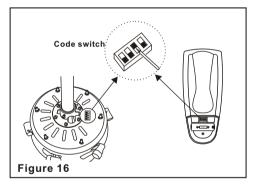
## Installing the glass shade & light bulbs

- 1.Remove the metal plate and glass cover from the light kit.
- 2. Install 3x40W (MAX.) bulbs (provided).
- 3.Raise the glass shade up against the light kit, Place the metal plate with rubber on the top over the stem and turn it clockwise until it locks up against the glass shade. Do not overtighten. (Fig. 15)
- 4.Raise the glass cover against the glass shade and secure it to the stem by turning the glass cover clockwise until snug.

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

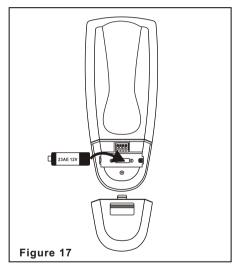


- 1. The receiver frequency selector is located on the top of the motor assembly plate as shown in Fig. 16.
- 2. The transmitter frequency selector is located in the battery compartment as shown in Fig. 16. Each frequency selector has 4 switches, you may use any number of possible combinations but you must set each switch in the transmitter to match the same switch in the receiver.



### Installing the battery:

Install 12V MN21/A23 battery (not included), to prevent damage to transmitter, remove the battery if not used for long periods.



Restore power to the ceiling fan and test for proper operation.

#### 1. "HI, MED, LOW" buttons:

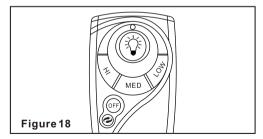
These three buttons are used to set the fan speed as follows:

LOW=Low speed MED= Medium speed HI=High speed

### 2. "OFF" button:

This button turns the fan off.

3. The "button turns the 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 key has an auto-resume, it will stay at the same brightness as the last time it was turned off.



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

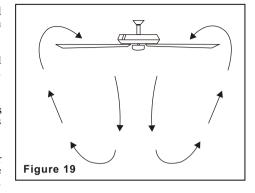
Speed settings for warm or cold weather depend on factors such as room size, ceiling height and number of fans, etc.

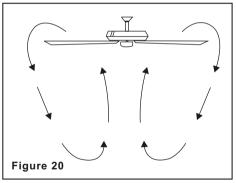
**NOTE:** To operate the reverse function on this fan, press the reverse button while the fan is running.

Warm weather - (Forward) A downward air flow creates a cooling effect as shown in Figure 19. 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 20. This allows you to set your heating unit on a lower setting without affecting your comfort.

**Note:** Fan must be installed at a maximum distance of 20 feet from the transmitting unit for proper signal transmission between the transmitting unit and the fan's receiving unit.





## Operating Your Transmitter 10.

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 ATTEMPTANY REPAIRS. REFER TO THE SECTION "MAKING ELECTRICAL CONNECTIONS"

## 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 lightkit, make sure the screws securing the glassware are tight. Check that the light bulb is also secure. 6. Do not connect the fan with a 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. 1. Do not connect the fan with a wall mounted variable speed control (s) Remote control malfunction:

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.  |
|----------|--------|-------|------|-------|-----|-----|-------|------|-------|
| 60"      | Low    | 120   |      |       |     |     | - kgs | kgs  | 4.45' |
|          | Medium | 120   |      |       |     |     |       |      |       |
|          | High   | 120   |      |       |     |     |       |      |       |

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

Distributed by Your Other Warehouse, LLC 12100 Little Cayman Dr. Baton Rouge, LA 70809

©2005 Homer TLC, Inc. All Rights Reserved Hampton Bay is a registered trademark of Homer TLC, Inc.

## 13. Specifications