# HAMPTON BAY™

# Rapallo
# 52 in Ceiling Fan
# Owner's Manual

## Rapallo
## Ventilador de Techo de 1,32 m
## Manual del Propietario

UL

# 52" Rapallo

## Ceiling Fan by Hampton Bay

Thank you for purchasing our ceiling fan. This product has been manufactured with the highest standards of safety and quality.

Date Purchased _____

Store Purchased _____

UL Model No. _____ 110-083 _____

Serial No. _____

Vendor No. _____ 11289 _____

UPC _____ 792145352822 _____

## Table of Contents

# Safety Rules - 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. **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.

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

5. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 35 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 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 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.

11. All set screws must be checked and retightened where necessary before installation.

**WARNING**
TO REDUCE THE RISK OF PERSONALL INJURY, DO NOT BEND THE BLADE ARMS (ALSO REFERRED TO AS FLANGES), WHEN INSTALLING THE BRACKETS, BALANCING THE BLADES OR CLEANING THE FAN. DO NOT INSERT FOREIGN OBJECTS IN – BETWEEN ROTATING FAN BLADES.

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

# Unpacking Your Fan

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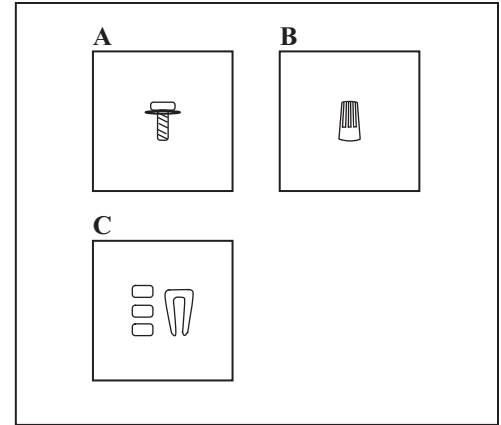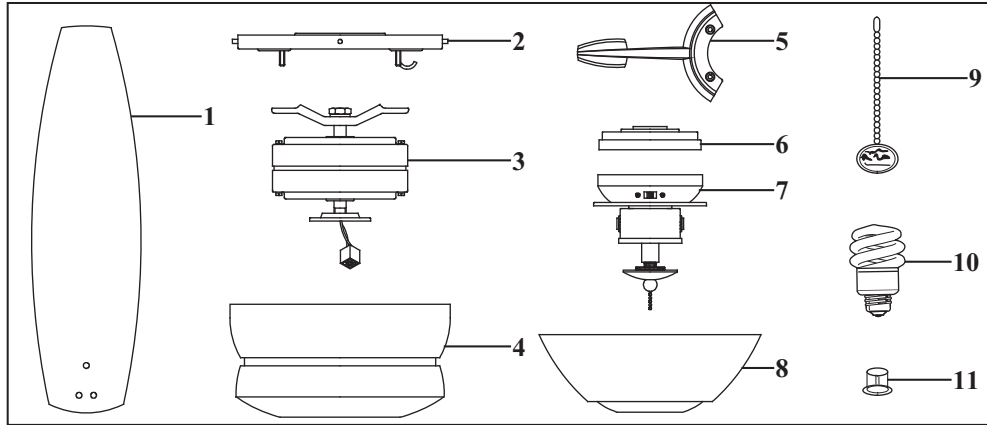


1. Set of blades (3)
2. Mounting bracket
3. Fan motor assembly
4. Motor housing
5. Blade arms (3)
6. Mounting plate
7. Light kit assembly
8. Glass shade
9. Pull chain and fobs (2)
10. 13 Watt compact fluorescent bulbs (2)
11. Extra plastic plug

A. Blade Attachment Hardware
(10 Screws with Fiber Washers)

B. Electrical Hardware
(3 Plastic Wire Nuts)

C. Balance Kit

**WARNING**
DO NOT INSTALL OR USE FAN IF ANY
PART IS DAMAGED OR MISSING.
CALL TOLL FREE 1-877-898-1881.

# Installing Your Fan

## Tools Required

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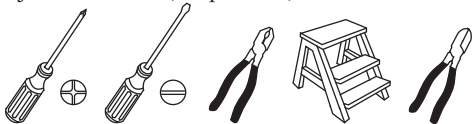
## Mounting Options

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 35 lbs). Do not use plastic outlet boxes.

### WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT FAN ONLY TO AN OULET BOX MARKED ACCEPT-ABLE FOR FAN SUPPORT AND USE THE MOUNTING SCREWS PROVIDED WITH THE OULET BOX. OUTLET BOX COMMONLY USED FOR THE SUPPORT OF LIGHTING FIXTURE MAY NOT BE ACCEPTABLE FOR FAN SUPPORT AND MAY NEED TO BE REPLACED. CONSULT A QUALIFIED ELECTRICIAN IF IN DOUBT.

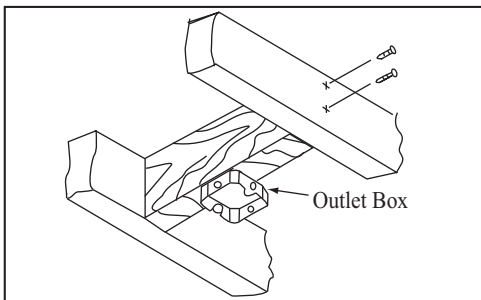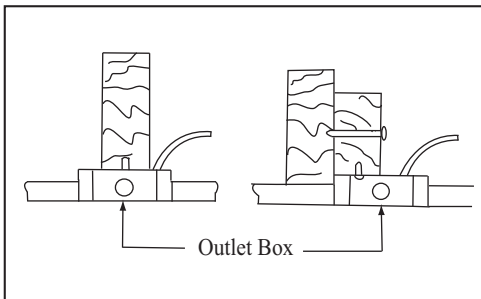Figures 1 and 2 are examples of different ways to mount the outlet box.

Outlet Box

Figure 1

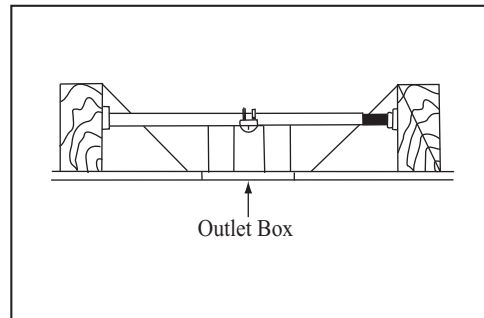Outlet Box

Figure 2

Outlet Box

Figure 3

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 3 (available at any Home Depot retailer).

# Hanging the Fan

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

1. Attach the mounting bracket to the outlet box with two screws and washers provided with the outlet box. Make sure the bracket is tight and secured (Fig. 4).

2. Lift fan into position by hanging the motor assembly onto the hook from the ceiling mounting bracket allowing it to hang freely (Fig. 5).
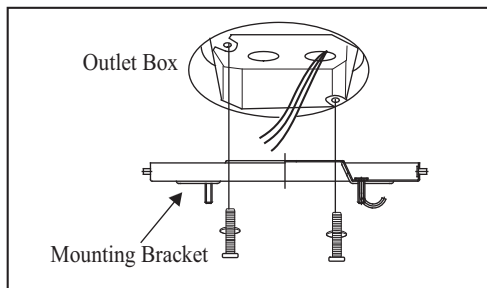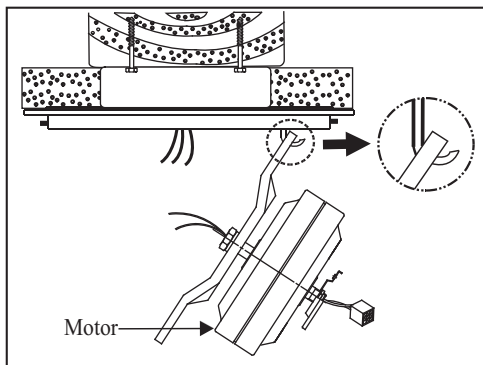


Outlet Box

Mounting Bracket

Figure 4



Motor

Figure 5

# 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 nuts supplied with your fan. Secure the wire nuts with electrical tape. Make sure there are no loose strands or connections.

1. Connect the ground conductor of the 120V supply (this may be a bare wire or a wire with green colored insulation) to the green ground lead(s) of the fan (Figure 6).

2. Connect the fan motor white wire to the supply white (neutral) wire using a wire nut. (Figure 6)

3. Connect the fan motor black wire to the supply black (hot) wire using a wire nut (Figure 6).

4. Connect the blue wire for light kit to the black household supply wire.

5. Turn wire nut connections upward, spreading them apart so the green (ground) will be on one side of the outlet box and the white, black and blue wire will be on the other side, and push carefully up into the outlet box.

**WARNING**

CHECK TO SEE THAT ALL CONNECTIONS ARE TIGHT, INCLUDING GROUND, AND THAT NO BARE WIRE IS VISIBLE AT THE WIRE NUTS. EXCEPT FOR THE GROUND WIRE.

**WARNING**

ELECTRICAL DIAGRAMS ARE FOR REFERENCE ONLY. OPTIONAL USE OF ANY LIGHT KIT SHELL BE UL LISTED AND MARKED SUITABLE FOR USE WITH THIS FAN.

SUPPLY CIRCUIT

BLACK
WHITE

Ground Conductor

Outlet Box
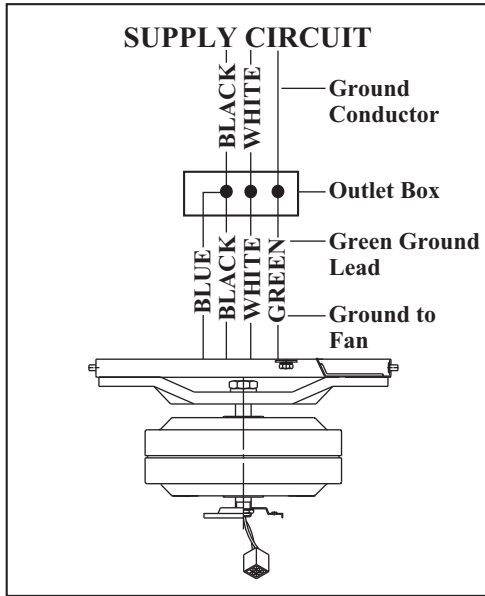
BLUE
BLACK
WHITE
GREEN

Green Ground Lead

Ground to Fan

Figure 6

# Finishing the Fan Installation

1. Move fan into position over the four mounting studs and secure with the provided washers and nuts (Fig. 7).

2. Raise the motor housing up against the mounting bracket, the four supports inside the housing should be placed against the four studs on mounting bracket, twist the housing clockwise until snug (Fig. 8).
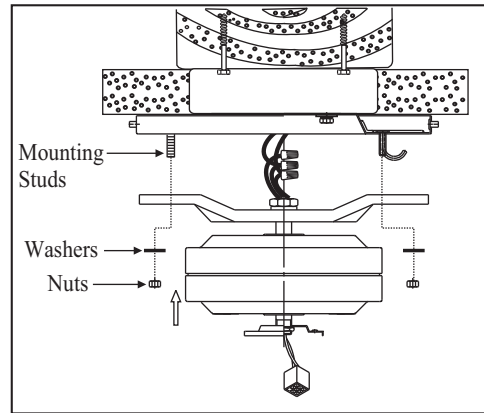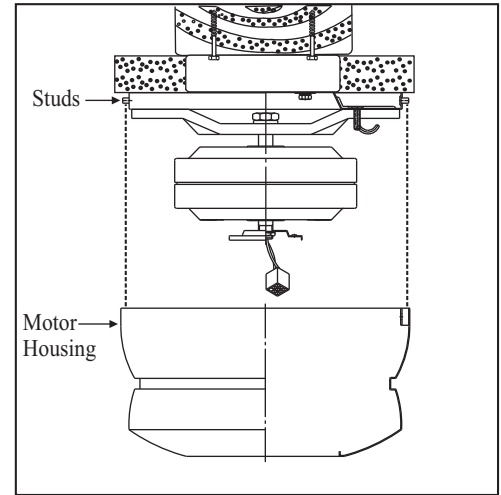


Mounting Studs

Washers

Nuts

Figure 7



Studs

Motor Housing

Figure 8

**5**

# Attaching the Fan Blades

1. Attach blades to blade arms using three screws with fiber washers. (Fig. 9) Start a screw into the blade arm, do not tighten. Repeat for the 2 remaining screws and washers.

2. Tighten each screw securely starting with the center screw. Make sure the blade is straight. Repeat steps for the remaining blades.

3. Fasten the blade assemblies to the motor housing by lining up the slots of the blade arms with the tabs on the motor housing, then tighten the two screws and washers already installed in the blade arms. (Fig. 10)
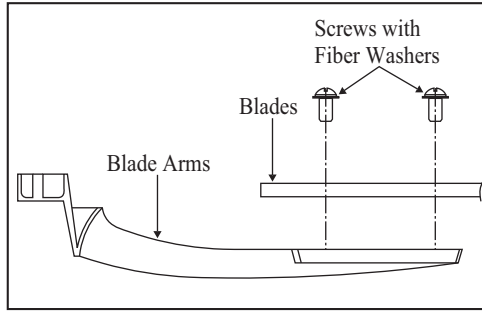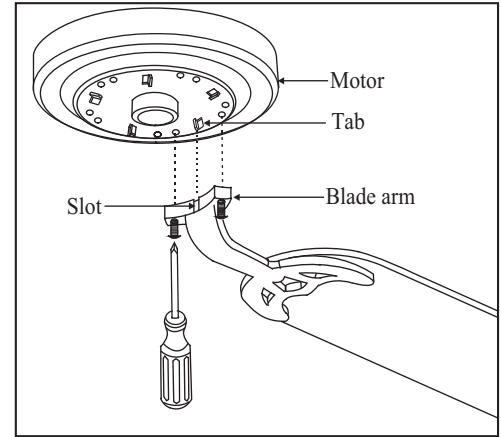
Figure 9

Figure 10

# Blade Balancing

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 from a point on the center of each blade to the point on the ceiling. Measure this distance as shown in Figure 11. 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. Use the enclsed Blade Balancing Kit if the blade wobble is still noticeable.



Touching Ceiling
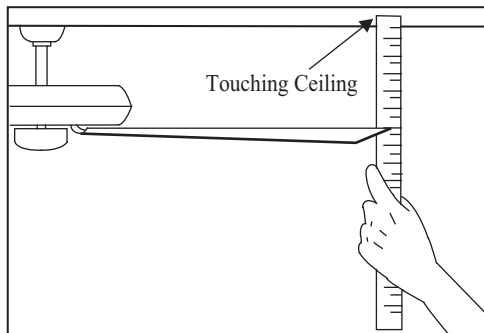
Figure 11

# Attaching the Mounting Plate

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

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. 12).



Mounting Plate        Mounting Ring

Screws

Figure 12

**7**

# Installing the Light Kit

1. While holding the light kit assembly under your fan, snap the wire connection plugs together (Fig. 13).
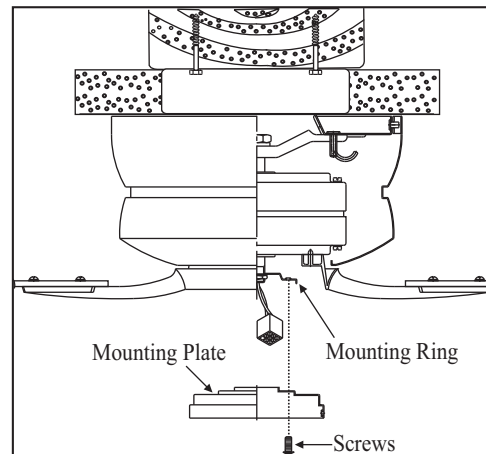
2. Carefully push all wires back into the switch housing, then install the light kit assembly onto the mounting plate with 3 screws provided. Be sure to tighten all screws. (Fig. 13)

3. Install 2 x 13 watts compact fluorescent bulbs (included) into the light kit sockets. **NOTE:** CFL bulbs are NOT dimmable.

4. Remove the metal nut, glass cap and decorative nut from the light kit. Place glass shade over the light kit stem, secure with the metal nut (rubber side on the top), glass cap and decorative nut. Do not overtighten (Fig. 13).

5. Insert the 2 pull chain through the eyelet in the shade and cap. Secure the glass cap and decorative nut provided (Fig. 13).

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

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**NOTE**

MAKE SURE TO LEAVE ENOUGH SPACE BETWEEN THE FAN PULL CHAIN AND THE BULBS SO THE CHAIN DOESN'T RUB AGAINST ANY OF THE BULBS.



Wire Connection Plugs — Mounting Plate

Light Kit Assembly — Screws

Pull Chain

Bulbs

Metal Nut

Glass Cap

Decorative Nut

Glass Shade
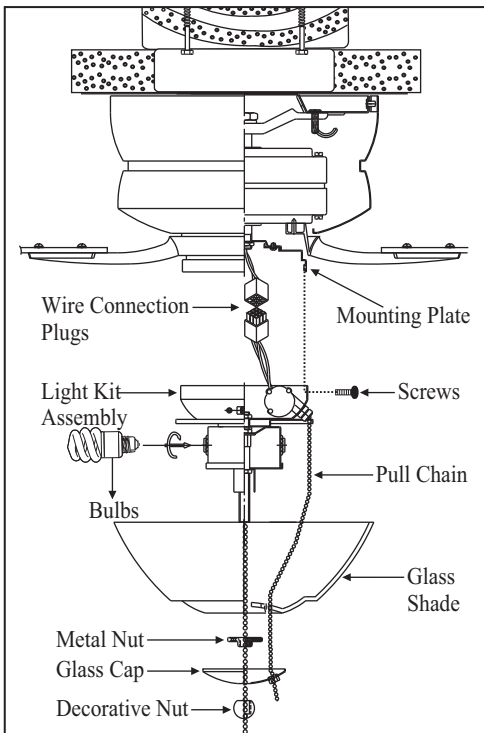
Figure 13

**NOTE**

LIGHT BULBS HAVE NO WARRANTY; CAN BE PURCHASED AT ANY HOME DEPOT STORE.

## Fan without Light Kit (Optional)

1. Disassemble the switch housing from the light kit, you can keep the light kit for future use.

2. Attach the plastic plug to the switch housing. (Fig. 14)

3. Holding the switch housing under your fan, snap the wire connection plugs together .

4. Install the switch housing to the mounting plate with screws provided. (Fig. 14)



Wire Connection Plugs — Mounting Plate

Switch Housing — Screws

Plastic Plug

Figure 14

# Operating Your Fan

Turn on the power and check the operation of your fan. There are two pull chains available in your fan:
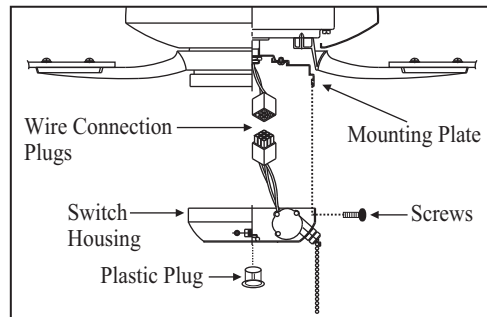
1. 3-speed pull chain- it controls the fan speed as follows: 1 pull- High, 2 pulls- Medium, 3 pulls- Low, and 4 pulls- Off.

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

2. Light kit pull chain- it controls the light kit in "ON" or "OFF".

The slide switch controls directions: forward (switch left) or reverse (switch right).

**Warm weather** - (Counter-Clockwise direction) A downward air flow creates a cooling effect as shown in Figure 15. This allows you to set your air conditioner on a higher setting without affecting your comfort.
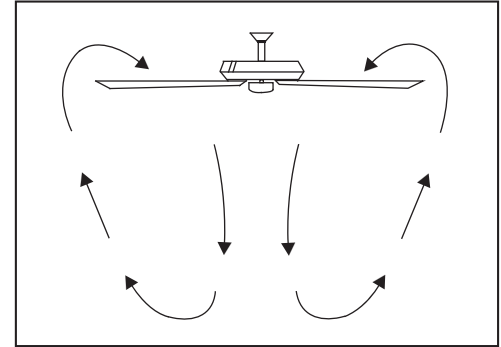


Figure 15

**Cool weather** - (Clockwise direction) An upward air flow moves warm air off the ceiling are as shown in Figure 16. This allows you to set your heating unit on a lower setting without affecting your comfort.
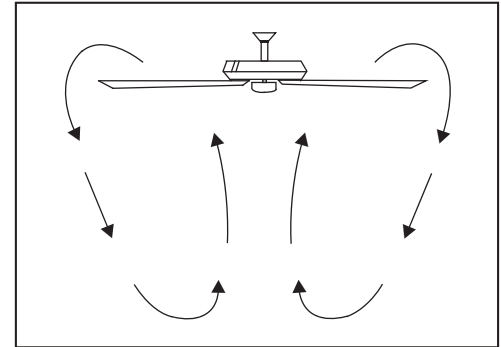


Figure 16

9

# 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. 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 sealed ball bearings.

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# 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.

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 rattling against each other or the interior wall of the switch housing.
4. Allow a 24-hour "breaking-in" period. Most noises associated with a new fan disappear during this time.
5. If using the ceiling light kit, make sure the screws securing the glassware are tight. Check that the light bulb is also secure.
6. Make sure there is a short distance from the ceiling to the canopy. It should not touch the ceiling.
7. Make sure your ceiling box is secure and rubber isolator pads are used between mounting bracket and outlet box.

**WARNING**

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

# Specifications

| FAN SIZE | SPEED | VOLTS | AMPS | WATTS | RPM | CFM | N.W. | G.W. | C.F. |
|----------|-------|-------|------|-------|-----|-----|------|------|------|
| 52" | LOW | 120 | 0.21 | 14 | 70 | 1507 | 7.3 kgs (16.6 Ibs) | 8.2 kgs (18.1 Ibs) | 1.49' |
| | MED. | | 0.37 | 36 | 125 | 3207 | | | |
| | HIGH | | 0.47 | 56 | 165 | 4144 | | | |

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

# Lifetime Limited Warranty
## (lifetime warranty on motor)

The Hampton Bay warrants the fan motor to be free from defects in workmanship and material present at time of shipment from the factory for a period of lifetime after the date of purchase by the original purchaser. Hampton Bay also warrants that all other fan parts, excluding any glass or acrylic 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 Hampton Bay. 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 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. Hampton Bay 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. Shipping costs for any return of product as part of a claim on the warranty must be paid by the customer.

You must present a copy of the original purchase receipt to obtain warranty service.

Ceiling Fan Parts & Service Department
16040 North 59th Avenue
Glendale, AZ 85306-2350

Attach receipt here for easy location