

# 52 in. Windsome Ceiling Fan

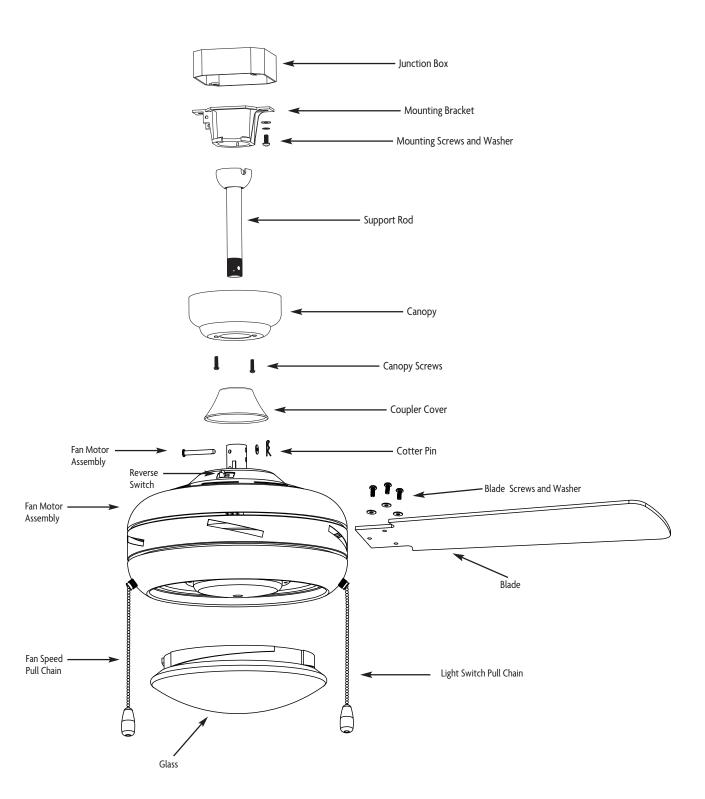
## Owners Manual and Installation Instructions

- 52 in. Sweep 5 Blades
- 188 mm X 15 mm Silicon Steel Motor
- 13 degree Blade Pitch
- Triple Capacitor, Dry Location
- 3-Speed Reversible Direction
- Single-Unit Housing with LED Light Kit
- 19 Watt Dimmable Soft-White Light (3,000K)
- Compliant with DOE and CEC Energy Efficiency Regulations
- Limited Lifetime Warranty ( fan motor only)



**WARNING:** This product can expose you to chemicals including lead, which is known to the state of California to cause cancer and birth defects or other reproductive harm.

For more information go to www.P65Warnings.ca.gov.



## **READ AND SAVE THESE INSTRUCTIONS**

Before beginning installation of your new Windsome ceiling fan, read and follow these safety precautions. If you are not familiar with national and local electrical codes and basic electrical wiring procedures, we recommend that you have a qualified electrician install your new ceiling fan.



## **WARNING:**

To avoid electrical shock turn off power at the fuse or breaker box.



Before you begin, **TURN OFF THE ELECTRICITY**. Determine which circuit your new fan will be using and remove the fuse or turn off the circuit breaker at the main electrical panel.

## **READ AND SAVE THESE INSTRUCTIONS**



Make sure that all wiring conforms to national and local electrical codes. If you are in question, obtain a copy of the codes and wire the fan accordingly. Never leave bare wires uncovered (wire connection), use wire nuts to cap all connections. Plastic electrical tape is not recommended.



When working with electricity, never take short cuts. Follow the code in every respect. Basic requirements for a ceiling fan installed with lights are, 120 volts AC-60Hz, on a grounded circuit with a 15 amp breaker or fuse. Make sure that your electrical system and choice of location meet these requirements.



If the location where you plan to install your fan does not already have an electrical outlet, hire a licensed electrician to run the wiring and install an outlet box designed for ceiling fans or heavy fixtures. The outlet box should be able to support a minimum moving weight of 50 pounds and marked "Acceptable for Fan Support." Plastic outlet boxes are not recommended for ceiling fan installation.



If you plan to use an existing electrical location, check to make sure that the outlet box is not PLASTIC, that it is securely attached and able to support at least 50 pounds of moving weight and marked "Acceptable for Fan Support". If you have any questions, outlet boxes and support systems for ceiling fans are available at most hardware and do-it-yourself centers. In most cases, your Windsome dealer will have all the necessary products for the proper and safe installation of your ceiling fan.



The location you choose should have a minimum clearance of 20 inches from any wall to the blade tip at any point in its rotation and a minimum of 7 feet from blade level to floor and 10 inches from the blades to ceiling.

This ceiling fan was not designed for installation in any location where it might be exposed to moisture or high humidity. Installation in this type of location could be UNSAFE, will most likely damage the fan and its finish, and will VOID YOUR WARRANTY.

Every effort has been made to provide you with proper instructions for the safe installation of this ceiling fan. You could however, encounter situations or problems not covered in this manual. Should this occur, please refer to a do-it-yourself wiring handbook or hire a qualified electrician to install your fan.

Never attach the blades to your ceiling fan before the fan body is properly mounted on the ceiling.

Lubrication of your new ceiling fan is not necessary. The ball bearings have been adequately charged with grease and permanently sealed at the factory so that, under normal conditions, further attention is not necessary.





To reduce the risk of fire, electrical shock, or personal injury, mount this fan to an outlet box marked "Acceptable for Fan Support of 22.7 kg ( 50 lbs )" or less and use Mounting Screws provided with the outlet box.

CAUTION: Install the primary mounting means and use only the hardware provided with the fan.



To reduce the risk of personal injury take care not to bend the blade brackets when installing the brackets, balancing the blades, or clearing the fan. Be careful not to insert foreign objects in between rotating fan blades.



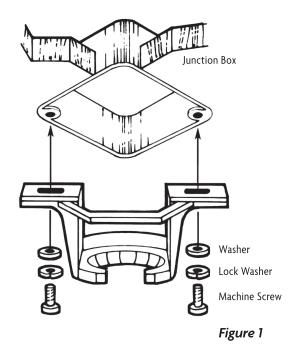
To reduce the risk of fire or electrical shock, do not use this fan with any solid-state speed control device.



The important safeguards and instructions appearing in this manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and careful attention to detail are factors which cannot be built into this product. These factors must be supplied by the person or persons installing, caring for, and operating the unit.



These instructions are designed for a number of similar but different ceiling fans. As you proceed, some steps may or may not apply to the fan you purchased. Compare each step or optional procedure to your fan and proceed accordingly.



Install the mounting bracket onto the electrical junction box in the ceiling using 2 machine screws, 2 washers and 2 lock washers (see Figure 1).

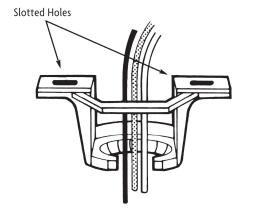


Figure 2

The mounting bracket has slotted holes to enable it to move sideways for proper alignment. Make sure the mounting bracket is centered over the electrical junction box and that it is securely attached (see Figure 2).

NO MOVEMENT SHOULD OCCUR BETWEEN THE MOUNTING BRACKET AND THE ELECTRICAL JUNCTION BOX.

Pull the electrical wires in the junction box down and through the mounting bracket.

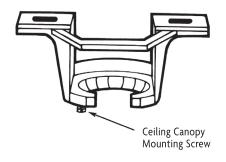


Figure 3

Loosen the 2 canopy mounting screws on the downside face of the mounting bracket. Back them out about half way. This will allow for easier installation of the ceiling canopy later *(see Figure 3)*.

### **STEP 2:** HANGING THE FAN BODY

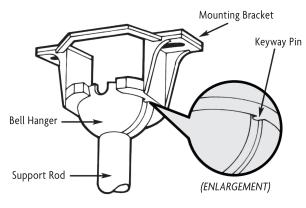
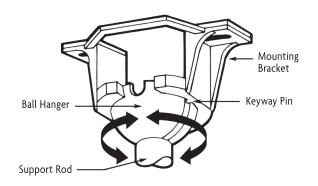


Figure 4

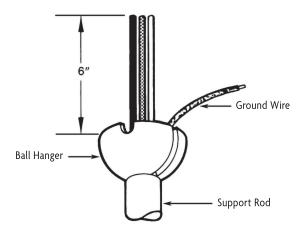
Notice the half ball on the end of the support rod is grooved down one side (see Figure 4). This keyway fits over the small keyway pin on the inside of the mounting bracket and keeps the ceiling fan from spinning on the mounting bracket.

Using your step ladder, lift the fan and place the half ball in the center of the mounting bracket with the keyway pin inserted into the keyway on the ball.



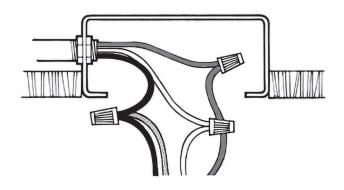
Turn the fan left and right slightly to make sure it is seated on the bracket with the keyway pin in the keyway (see Figure 5).

Figure 5



Trim the lead wires, leaving about six inches of each wire extending from the support rod (see Figure 6).

Figure 6



To wire the fan's pull chain(s) and switches, first attach the **GREEN** wire (connected to the half ball) to the **GROUND** wire in the junction box. The **GROUND** wire will be either a bare copper wire without plastic insulation, or MAY BE covered in green plastic insulation.

Attach the **BLACK** wire and **BLUE** wire from the ceiling fan to the **BLACK** wire in the junction box.

Attach the **WHITE** wire from the ceiling fan to the **WHITE** wire in the junction box.

WIRE COLOR GUIDE

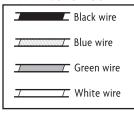
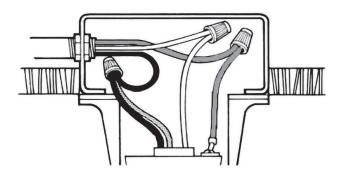


Figure 7a



Each of the above connections should be made as tight as possible using the proper size plastic wire nuts. Plastic electrical tape is not recommended for these connections.



Fold the connected wires *(see figure 7b)* and push them up inside the electrical junction box with the **BLACK** and **BLUE** wires to one side and the **WHITE** and **GREEN** to the other side. Make sure the wire nuts do not come loose during this operation.

**WIRE COLOR GUIDE** 

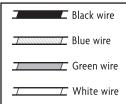
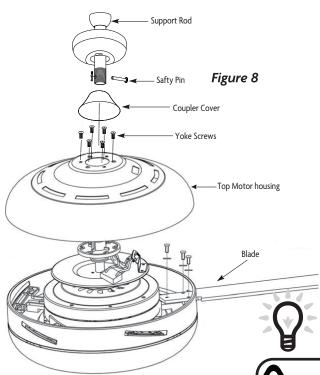


Figure 7b

### **STEP 4: FAN ASSEMBLY**



Remove the three screws from the yoke cover. Remove the yoke cover and set aside.

Remove the three screws from the top plate located on the motor yoke. Remove the top plate and set aside.

Set out 13 blade attachment screws and washers from the hardware pack. Put the washers on the blade screws before they are needed for installing the blades.

Slide a blade through one of the narrow slits in the center band and align the holes. Insert the 3 blade screws and washers. First tighten with your fingers, then with a phillips head screwdriver. Repeat for each of the remaining blades.

Place the top plate over the motor yoke and use the previously removed screws to help align the slot holes.

**Note:** The rectangular hole in the top plate is the opening for the reverse switch.

If you are using a support rod other than the one supplied with your fan, remove the half ball from the support assembly and attach it to the other support rod now. Make sure to tighten the set screw and insert the safety pin.

Without removing them, unscrew the 2 set screws in the support rod coupler until the screw tips have completely cleared the inside of the channel.

Remove and set aside the safety pin and washer at the end of the support rod assembly.

First slide the ceiling canopy onto the support rod, then follow with the support rod coupler cover.

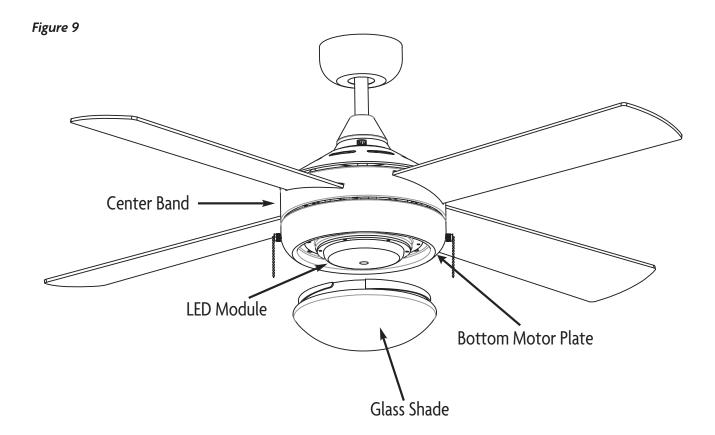
Feed the electrical wires from the fan housing through the support rod.

Thread the support rod into the support rod coupler just until you can insert the safety pin through the holes in both the rod and coupler.

Attach the washer onto safety pin and the retaining clip on the other side. Tighten both set screws and the safety screw on the support rod coupler.

Reattach plate to motor yoke. Install it by aligning the slot holes on the motor yoke using previously removed screws.

The LED module is pre-installed on the mounting plate. Place the glass cover on bottom motor plate and rotate until secure *(see figure 9)*.



Your new Windsome ceiling fan is now ready for use! Reset your circuit breaker and restore power to the circuit. See the **Operation Instructions** below to review the function of each control on your fan.

#### **OPERATION INSTRUCTIONS**

The pull chain located on the switch housing controls the speed of your fan. From when the fan is OFF, pull the chain once for HIGH speed, twice for MEDIUM speed, three times for LOW speed and fourth time to turn it off again.

The slide switch located on the switch housing controls the direction of blade rotation. The RIGHT position sets the blades in FORWARD rotation (air moves DOWN). The LEFT position sets the blades in REVERSE rotation (air moves UP).

# OF PULLS	FAN SPEED
1X	HIGH
2X	MEDIUM
3X	LOW
4.7	055
4X	OFF
SWITCH POSITION	AIR DIRECTION
SWITCH POSITION	

#### **MAINTENANCE**

Your fan requires very little maintenance. **DO NOT USE CLEANING AGENTS ON YOUR FAN.** Cleaning of the housing should be done with a *damp soft cloth*. On the blades, use *a duster or dry cloth* because any moisture could cause the blades to warp.

Compliant with DOE and CEC Energy Efficiency Regulations Limited Lifetime Warranty Applies To Fan Motor Only Please visit www.wagonway.com for full warranty details.



For more information, visit us at www.wagonway.com