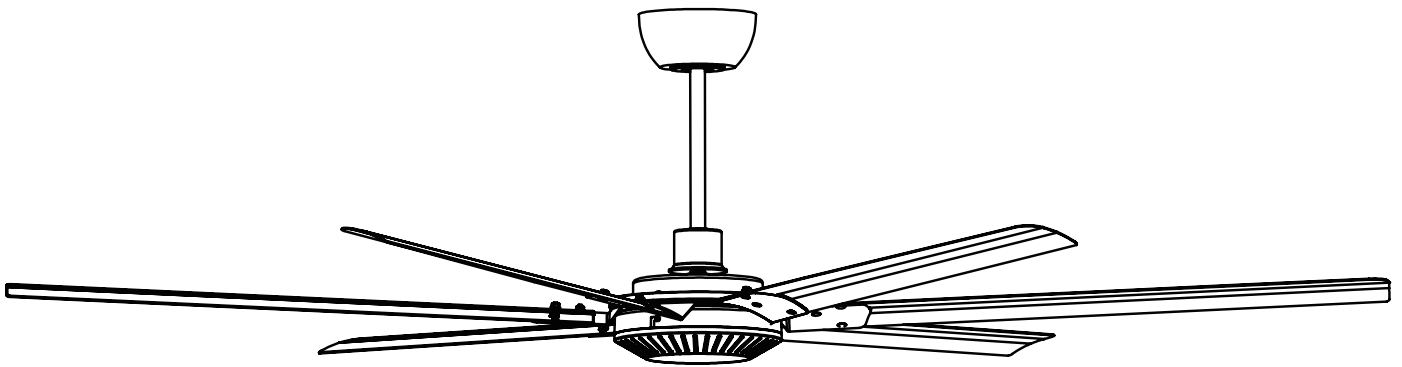




BIG COMMERCIAL DC MOTOR CEILING FAN

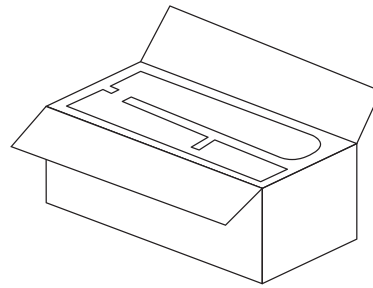


AIR-304 / AIR-260 / AIR-200

**OWNER'S MANUAL
READ AND SAVE THESE INSTRUCTIONS**

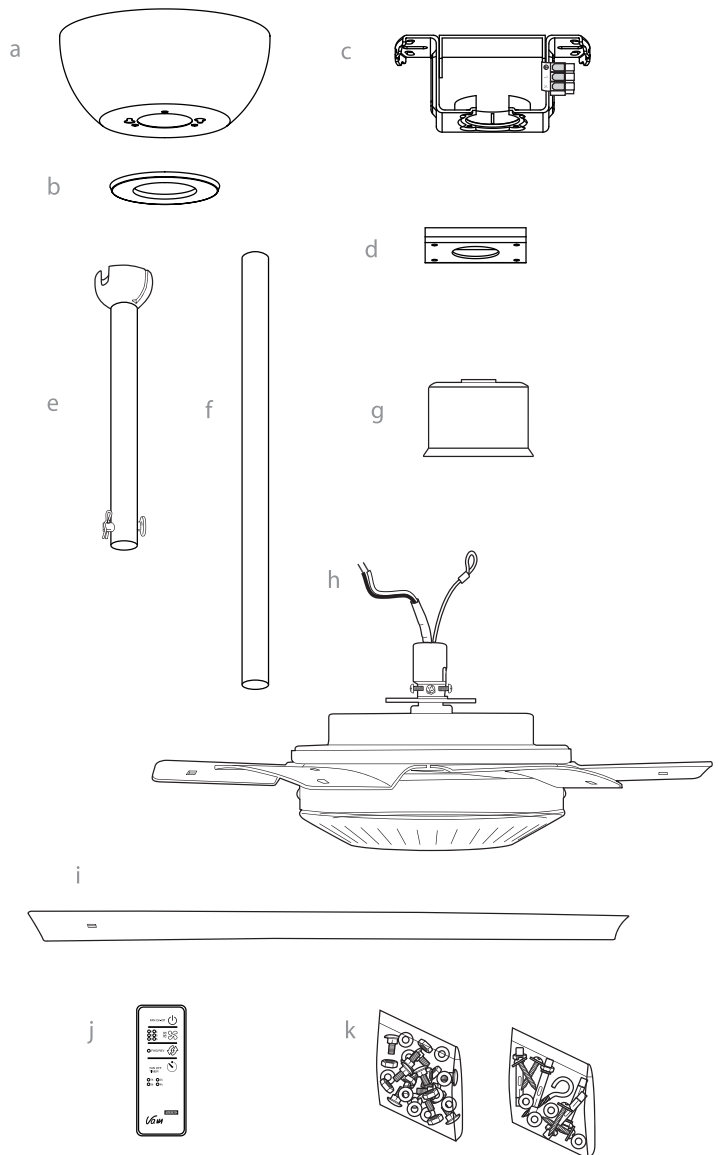
1. Unpacking Your Fan.

Carefully open the packaging. Remove items from Styrofoam inserts. Remove motor housing and place on carpet or Styrofoam to avoid damage to finish. Do not discard fan carton or Styrofoam inserts should this fan need to be returned for repairs. Check against parts inventory that all parts have been included.



2. Parts Inventory.

- a. canopy. 1 piece
- b. canopy screw cover. 1 piece
- c. hanging bracket. 1 piece
- d. hanging bracket iron sheet. 1 piece
- e. downrod (45cm) and hanging ball (with pin and clip). 1 piece
- f. longer downrod (122cm). 1 piece
- g. yoke cover. 1 piece
- h. motor housing. 1 piece
- i. blade. 6 pieces
- j. handset. 1 piece
- k. hardware packs



⚠ IMPORTANT REMINDER: You must use the parts provided with this fan for proper installation and safety. **⚠**

3. Installation Preparation.

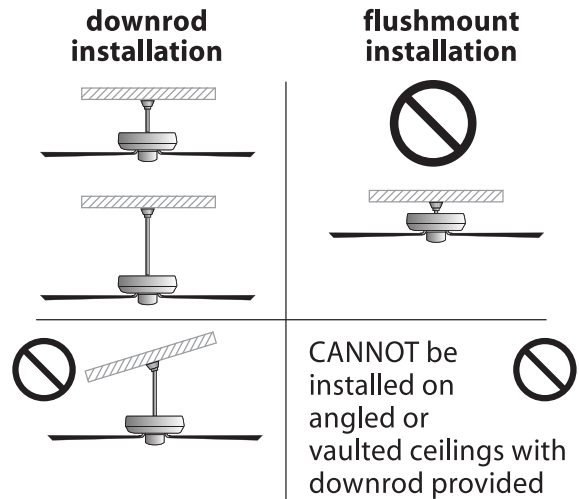
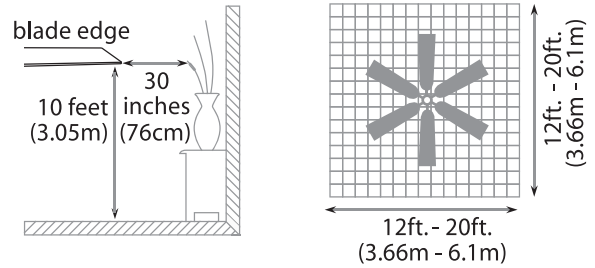
To prevent personal injury and damage, ensure that the hanging location allows the blades a clearance of 10 feet (3.05m) from the floor and 30in. (76cm) from any wall or obstruction.

This fan is suitable for room sizes up to 400 square feet (37.2 square meters).

This fan can be mounted with a **downrod** on a regular (no slope) ceiling **only**. The hanging length can be extended by purchasing a longer downrod (0.5in./1.27cm diameter). Fan **CANNOT** be mounted as a flushmount **NOR** on a vaulted ceiling.

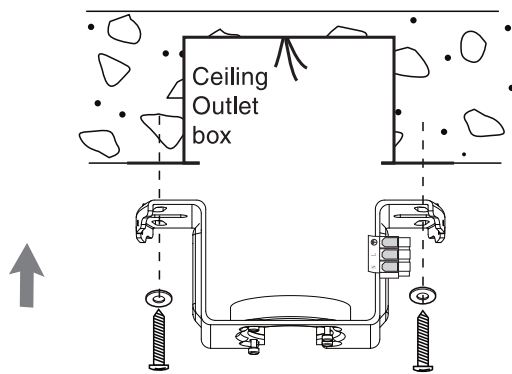
Installation requires these tools:

Phillips screwdriver, flathead screwdriver, adjustable pliers or wrench, stepladder, wire cutters, and rated electrical tape



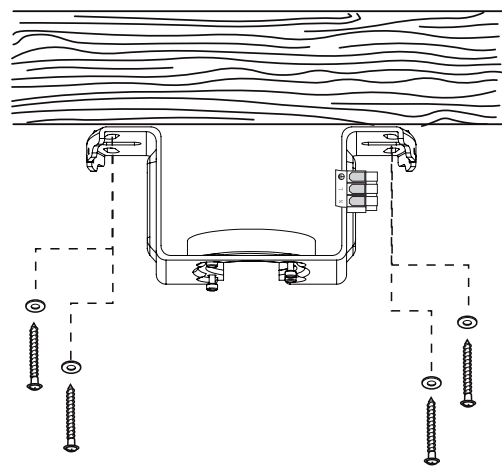
4. Hanging Bracket Installation.

CONCRETE CEILING



Install the hanging bracket onto ceiling outlet box with 2 provided screws & flat washers.

WOOD CEILING



Install the hanging bracket onto wooden ceiling with the 4 wood screws & flat washers.

5. Fan Assembly.

Remove hanging ball from downrod provided by loosening set screw on hanging ball. Remove pin and clip. Lower hanging ball and remove stop pin and then slide hanging ball off of the downrod. [Refer to **diagram 1**.]

Loosen yoke set screws at top of motor housing. [Refer to **diagram 2**.]

Tip: To prepare for threading electrical wires through downrod, apply a small piece of electrical tape to the ends of the electrical wires--this will keep the wires together when threading them through the downrod. [Refer to **diagram 2**.]

Determine the length of downrod you wish to use. Thread safety cable and electrical wires through threaded end of downrod and pull extra wire slack from the upper end of the downrod. [Refer to **diagram 2**.]

Thread downrod into the motor housing yoke until holes for pin and clip in downrod align with holes in yoke--*make sure wires do not get twisted*. Re-insert pin and clip that were previously removed. Tighten yoke set screws securely. [Refer to **diagram 2**.]

Slide yoke cover, canopy screw cover, canopy and hanging bracket iron sheet over downrod. [Refer to **diagram 3**.]

Thread safety cable and wires through hanging ball and then slide hanging ball over downrod--the top of the downrod should be noted as having a set screw hole; use this hole when setting the set screw. Insert stop pin into top of downrod and raise hanging ball. Be sure stop pin aligns with slots on the inside of the hanging ball. Tighten set screw securely. [Refer to **diagram 4**.]

["Fan Assembly" continued on next page.]

NOTE: The important safety precautions and instructions appearing in the manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense and caution are necessary factors in the installation and operation of this fan.

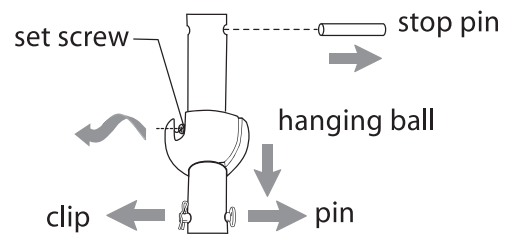


diagram 1

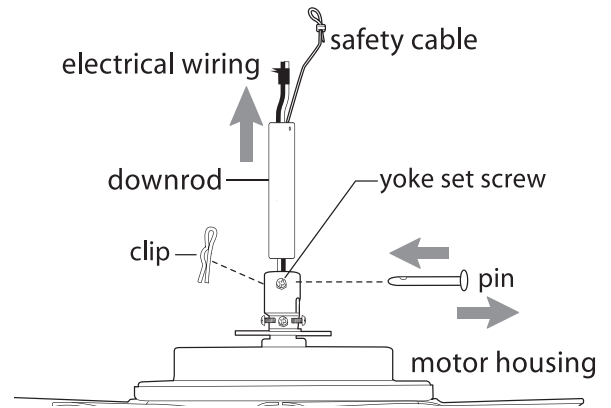


diagram 2

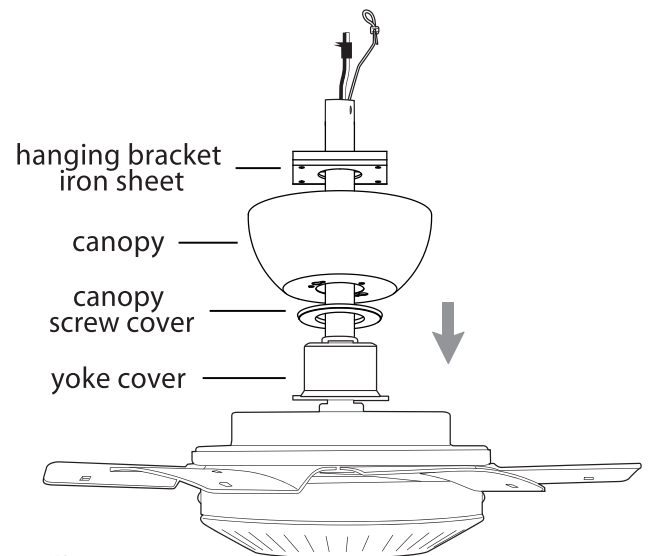


diagram 3

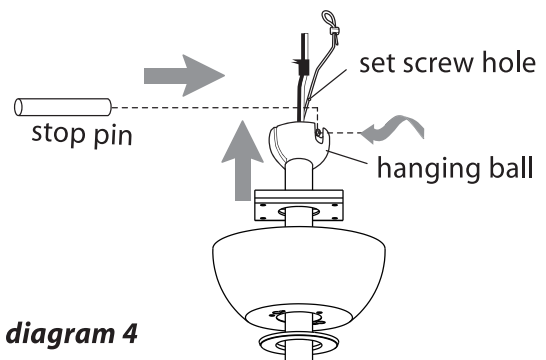


diagram 4

5. Fan Assembly. (cont.)

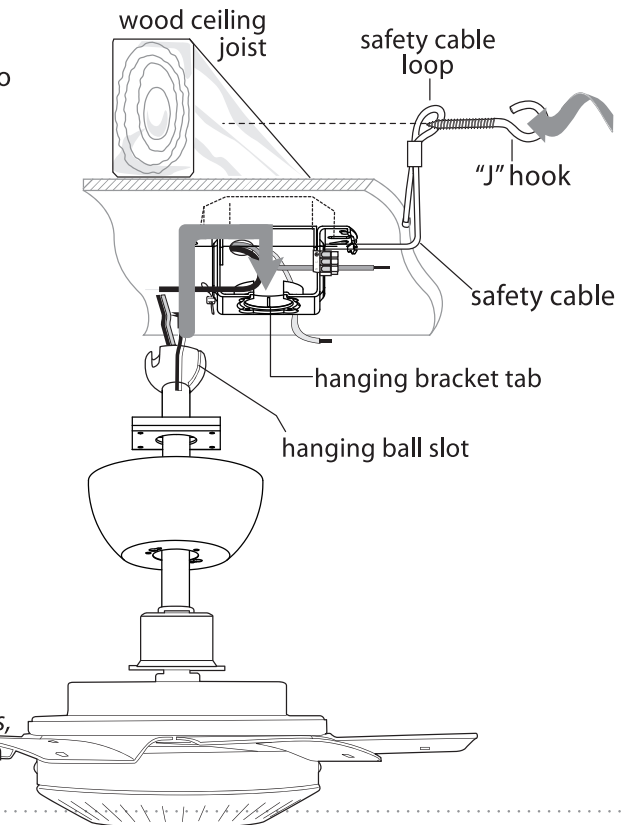
With the hanging bracket secured to the outlet box and able to support the fan, you are now ready to hang your fan. Grab the fan firmly with two hands. Slide downrod through opening in hanging bracket and let hanging ball rest on the hanging bracket. Turn the hanging ball slot until it lines up with the hanging bracket tab.

WARNING: Failure to align slot in hanging ball with tab in hanging bracket may result in serious injury or death.

Tip: Seek the help of another person to hold the stepladder in place and to lift the fan up to you once you are set on the ladder.

Find a secure attachment point (wood ceiling joist highly recommended) and secure safety cable. It will be necessary to use the "J" hook (in hardware pack) with the safety cable loop. **[Refer to drawing at right.]**

Adjust slack in cable to a hands length. The loop at the end of the safety cable should just fit over the "J" hook. If necessary, adjust the loop at the end of the safety cable. *Test safety cable by pulling on loose end of safety cable with pliers. If the cable slips, the loop must be adjusted tighter.* Extra cable slack can be left in ceiling area.



6. Wiring.

WARNING: Turn off circuit breakers to current fixture from breaker panel and be sure switch is turned to the OFF position.

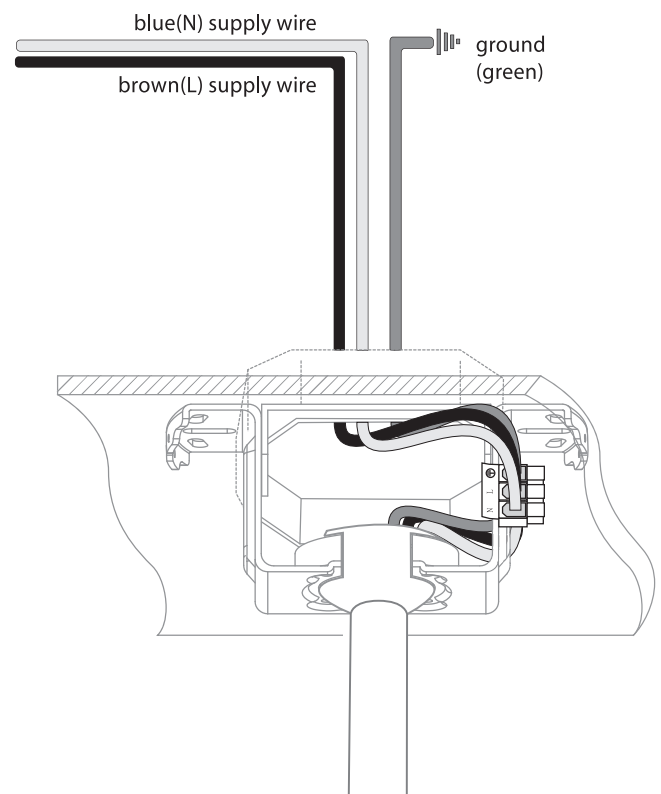
CAUTION: Be sure outlet box is properly grounded or that a ground wire (**GREEN**) is present.

Make sure all electrical connections comply with Local Codes or Ordinances and the National Electrical Code. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to below, please use a qualified electrician.

Note: Excess lead wire length from the fan can be cut to the desired length and then stripped.

When downrod is secured in place on the hanging bracket, electrical wiring can be made as follows: Connect **BROWN** wire from fan to **BROWN** wire from ceiling with wire connector provided. Connect **BLUE** wire from fan to **BLUE** wire from ceiling with wire connector provided. Connect all **GROUND (GREEN)** wires together from fan to **GREEN** wire from ceiling with wire connector provided.

* Wrap each wire connector separately with electrical tape as an extra safety measure.



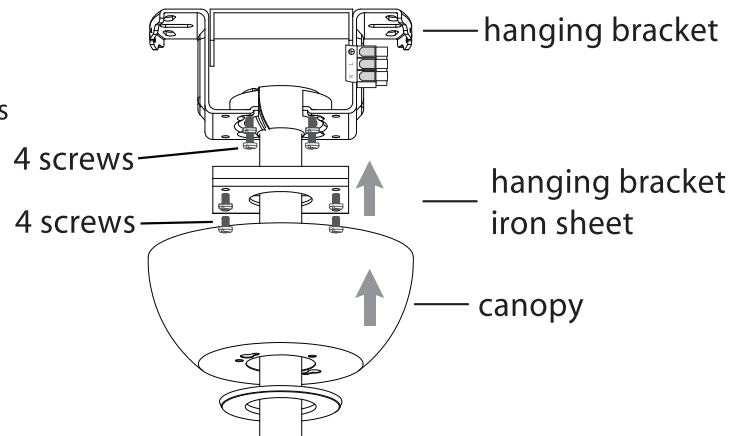
7. Canopy Assembly.

Locate and tighten 4 screws on underside of the hanging bracket and partially loosen two screws on diagonal side.

Place the hanging bracket iron sheet under the hanging bracket, then locate and tighten the 4 screws to set the iron sheet firmly under the bracket.

Place rounded part of slotted holes in canopy over loosened screws in hanging bracket and push up.

Twist canopy to lock and then tighten both screws securely. Push the canopy screw cover ring into canopy in place by aligning the 3 holes on canopy.



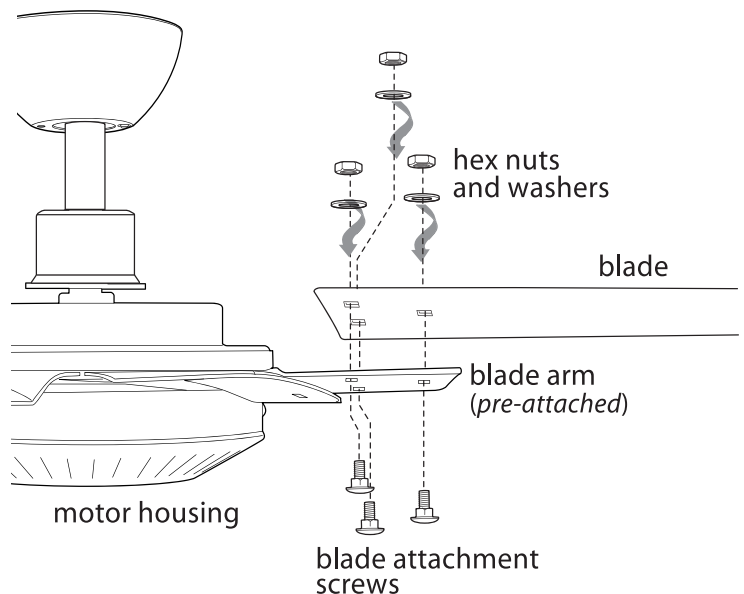
8. Blade Assembly.

WARNING: To reduce the risk of serious bodily injury, DO NOT use power tools to assemble the blades. If screws are overtightened, blades may crack and break.

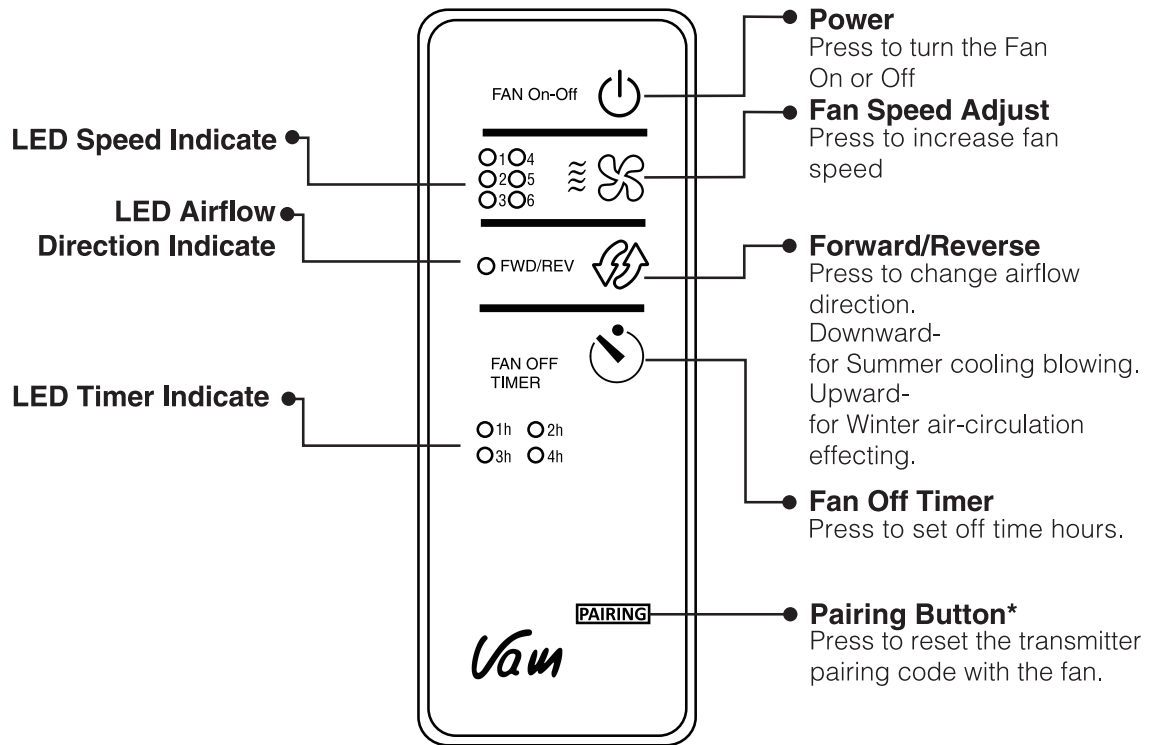
Locate 18 blade attachment screws, 18 washers and 18 hex nuts in hardware pack. Place blade on TOPSIDE of one of the blade arms that extend from side of motor housing, aligning holes in blade with holes in blade arm as shown in diagram at right. Insert 1 blade attachment screw from **underside** of blade arm. [NOTE: It is recommended to start with the hole in the middle.] Install 1 washer and 1 hex nut from **topside** of blade, tightening with fingers only at this time. Insert the other 2 blade attachment screws and secure blade with washers and hex nuts. DO NOT tighten hex nuts completely until all 3 screws have been installed.



Repeat procedure for remaining blades. Once all blades have been installed, be sure all hex nuts have been tightened securely.


NOTE: Tighten hex nuts twice a year.



9. Handset Button Instruction.



To turn fan on press , fan will start at the last setting speed. (With last set memory funtion)
 Press and release the  button to change fan speed in sequence, 1-2-3-4-5-6
 The LED speed indicate on the remote transmitter indicate the fan's current speed. 6is the highest speed.

Use  anytime to reverse airflow direction. Depending on speed it may take a little while for the fan to stop completely, then change direction. (fan must be on turning mode)

NOTE: Each fan is preprogrammed with individual control code at factory, please refer ro the Pairing Instruction below when needed.

*Pairing Reset Instruction:

A pairing program must be reset when a new receiver and/or transmitter is replaced. Restart the main power within 30 second and press **PAIRING** until two "beep" sound is heard.

