



CD Unipack 203 Ceiling Fans

CDU203

Read and Save These Safety Precautions

1. Turn off electricity at main switch before wiring or servicing fan in order to avoid possible electrical shock.
2. All wiring must be in accordance with the National Electric Code (ANSI/NFPA 70-1999) and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. After making the wire connections, the wires should be spread apart with the grounded conductor and the equipment-grounding conductor on the one side of the outlet box and the ungrounded conductor on the other side of the outlet box.
4. The splices after being made should be turned upward and pushed carefully up into the outlet box.
5. Conductor of a fan identified as grounded conductor to be connected to grounded conductor of power supply, conductor of a fan identified as ungrounded conductor to be connected to an ungrounded conductor of power supply, conductor of fan identified for equipment grounding to be connected to an equipment-grounding conductor.
6. Fan should not be mounted in an area where it might get wet.
7. To reduce the risk of fire, electric shock or personal injury, mount to outlet box marked "Acceptable for Fan Support" and use mounting screws provide with the outlet box.
8. For safety and best operating results, we recommend that you have a qualified electrician assemble and install your fan.
9. **WARNING:** To reduce the risk of fire or electric shock, do not use this fan with any solid state speed control device.
10. To reduce the risk of personal injury, do not bend the blade brackets when installing the brackets, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

Before Assembly

1. Make sure that the fan voltage (120) is compatible with your own electrical system.
2. Check to make sure that your carton contains all the parts mentioned in the parts list.

NOTE: When the motor is taken out of carton, please put it in a soft cloth to prevent any damage on the ornamental surface.

CAUTION: Before installing, choose a location for mounting the fan where the blades have at least 7 feet of clearance from all objects and floor. Mount an outlet box to the ceiling or use an existing box.

CAUTION: Do not mount fan to sheet rock or drywall type materials. To insure proper support, use the two #1 wood screws to secure mounting bracket to joist or beam. If the location you choose does not have a suitable support beam, install a 2"X4" brace between ceiling joists to support.

Tools You Need

1. Phillips Screwdriver



2. Adjustable Wrench

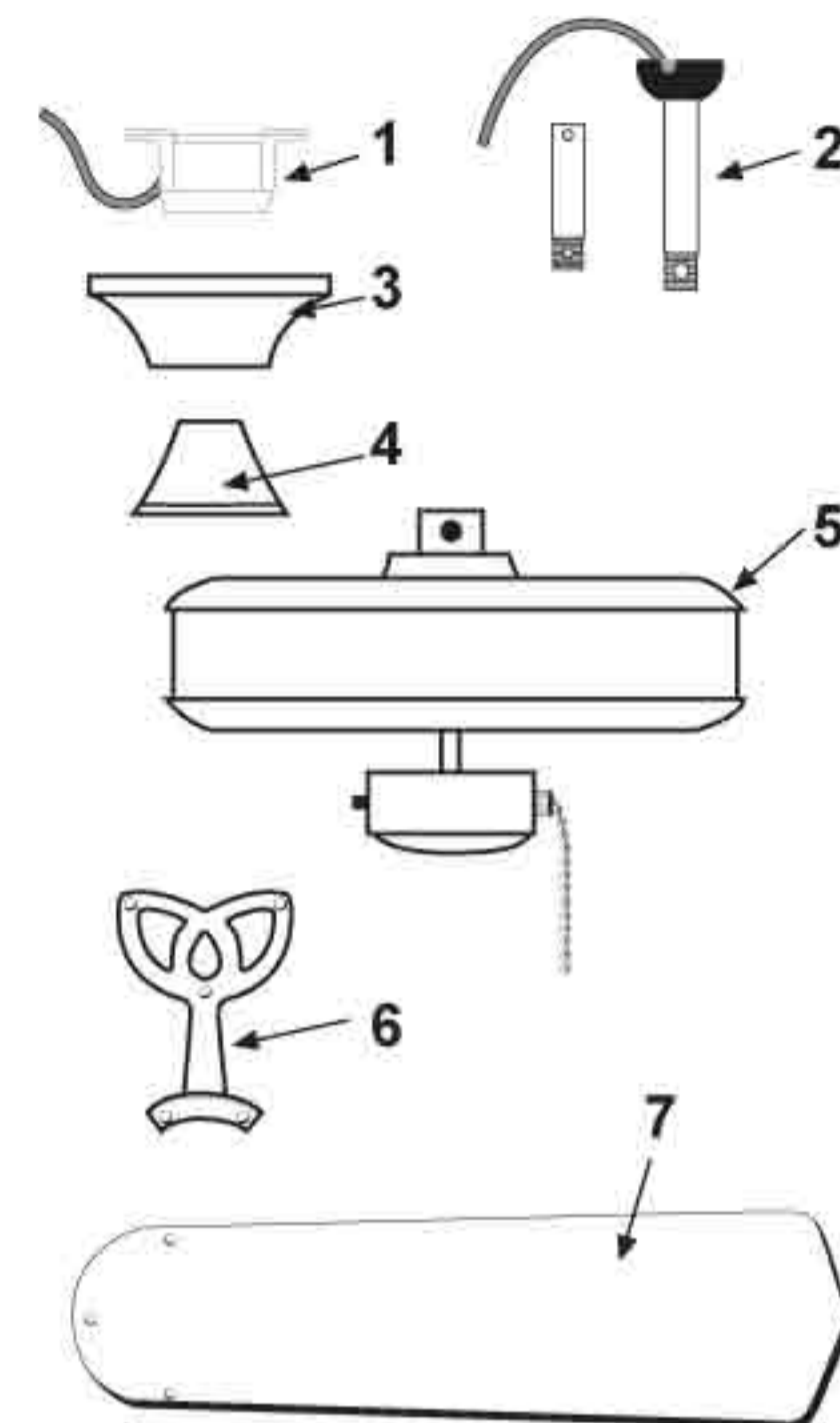


3. Needle Nose Pliers

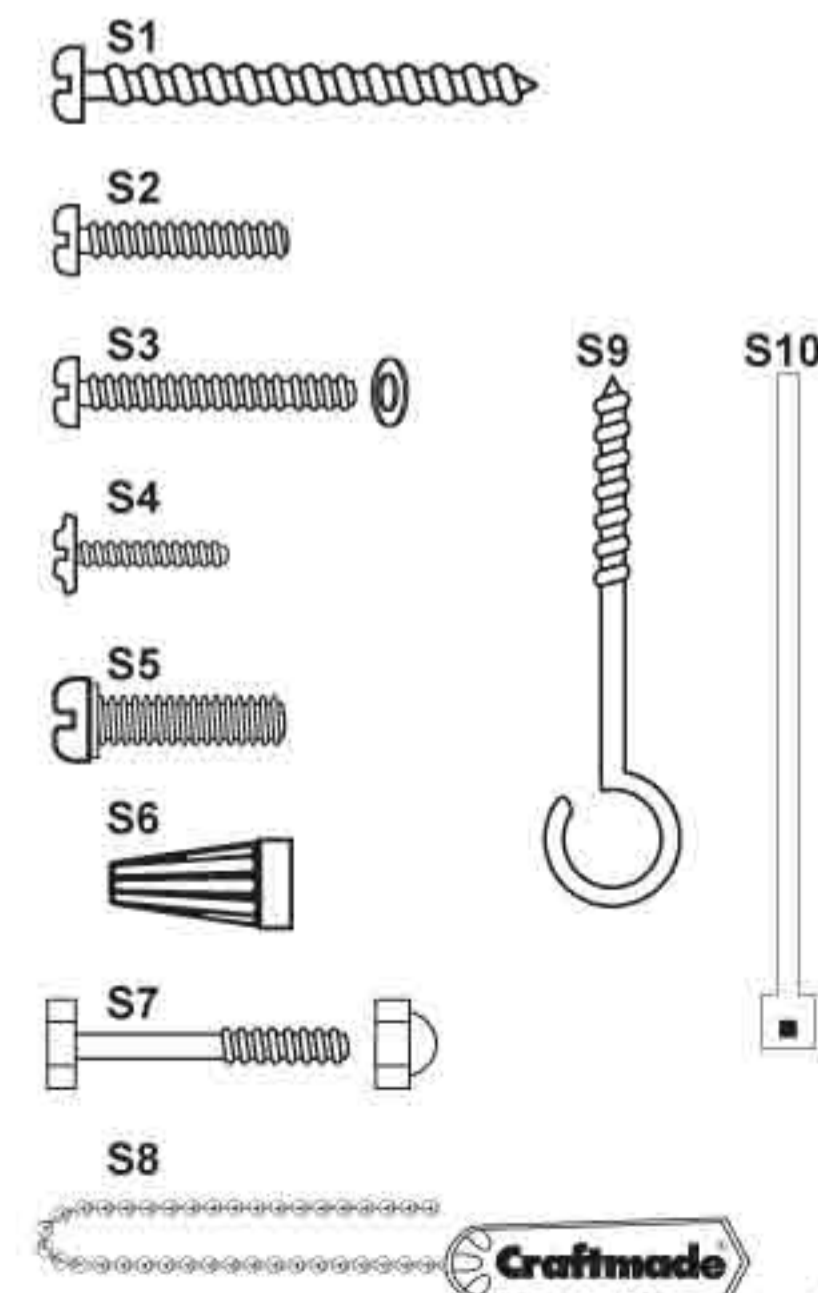


What You Have

| Parts | Quantity |
|---|----------|
| 1. Mounting Bracket | 1 |
| 2. Down Rod Assembly 2" & 6" Rod Supplied Use desired length) | 2 |
| 3. Canopy | 1 |
| 4. Flange Cover (BC & OPXL Series only) | 1 |
| 5. Fan Housing & Motor | 1 |
| 6. Blade arms | 5 |
| 7. Blades (sold separately) | 5 |
| 8. Balance Kit | 1 |



| Screw Package | Quantity |
|--------------------------------------|----------|
| S1. Wood Screws | 2 |
| S2. Screws (for Canopy) | 3 |
| S3. Bracket Screws & Washer | 2 |
| S4. Blade Screws | 16 |
| S5. Motor Screws (4 screws on motor) | 11 |
| S6. Wire Connectors | 3 |
| S7. Safety Bolt & Nut | 1 |
| S8. Pull Chains | 1 |
| S9. "J" Hook | 1 |
| S10. Zip Tie | 1 |

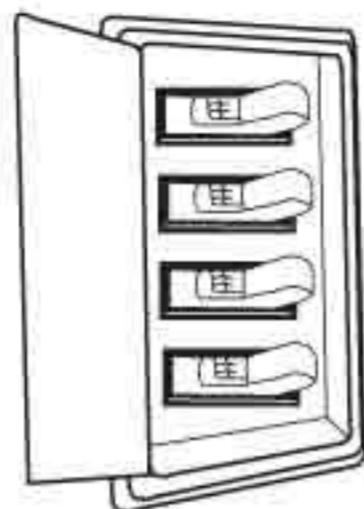


Preparation

⚠ Important: When using an existing outlet box, be sure the box is securely attached to the building structure and can support the full weight of the fan. Failure to do so can result in serious injury or death.

1 Step 1

Turn off circuit breakers and wall switch to the fan supply line leads.



⚠ Warning: Failure to disconnect power supply prior to installation may result in serious injury or death. To reduce the risk of shock, this fan must be installed with an isolating wall control/switch.

2 Step 2

Determine mounting method to use.

A. Downrod Mount

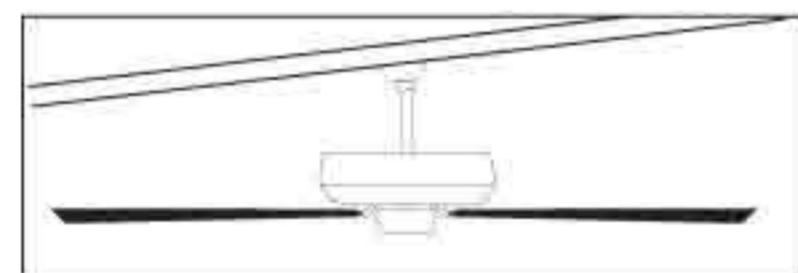
B. Angle Mount

Craftmade Part #45AD (see dealer)

IMPORTANT: If using the angle mount method, check to make sure the ceiling angle is not steeper than 35°. Angles greater than 35° will require a 45° angle adapter.



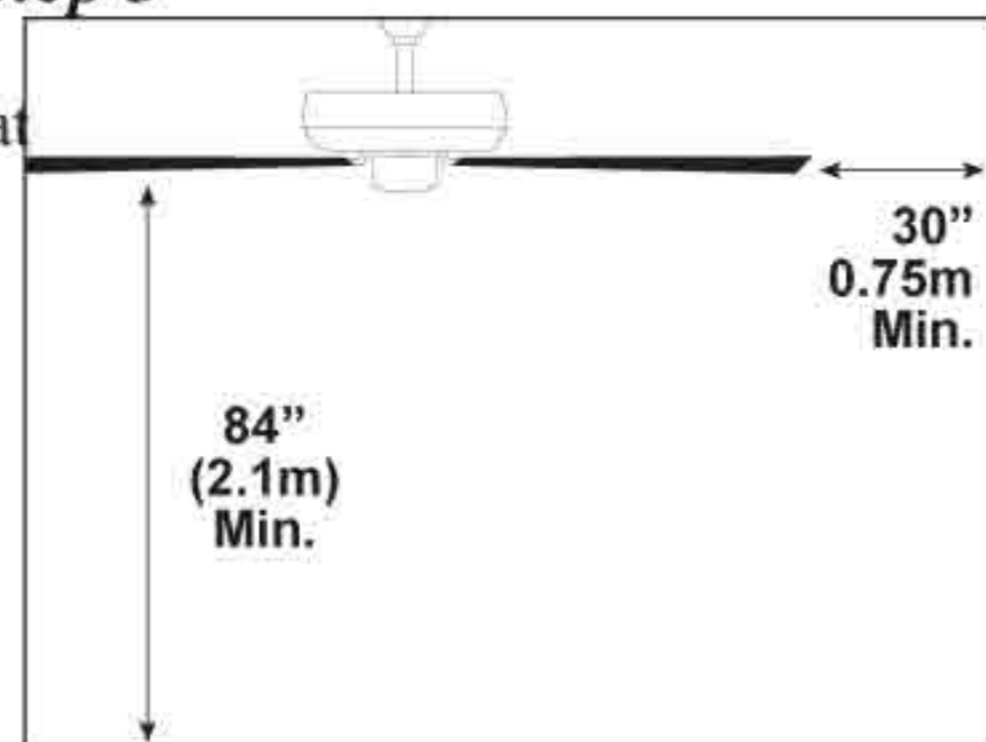
Downrod Installation
(Normal Ceilings)



Downrod Installation
(Vaulted Ceilings)

3 Step 3

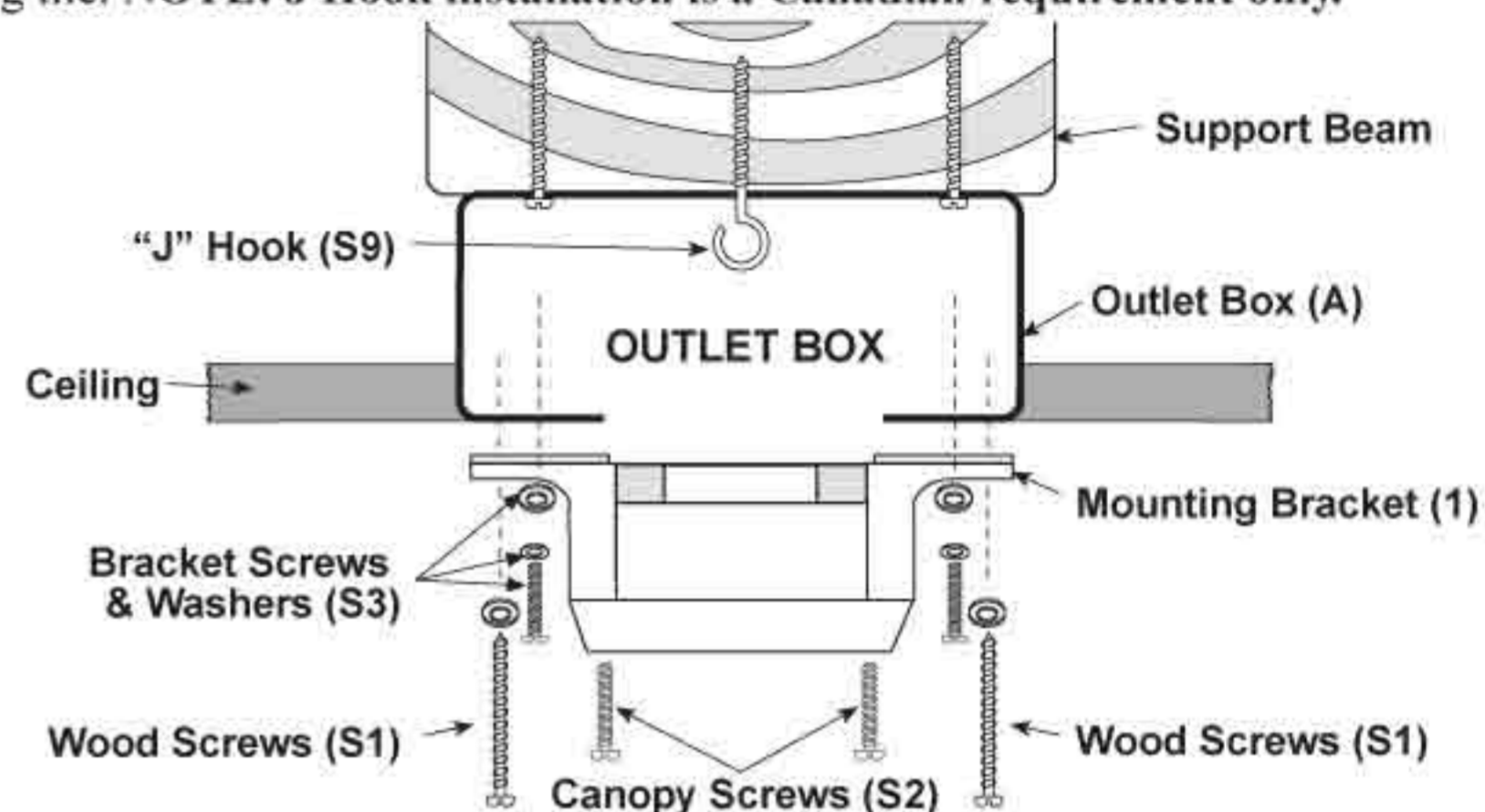
Check to make sure blades are at least 30" from any obstruction. Check downrod length to ensure blades are at least



4

Step 4

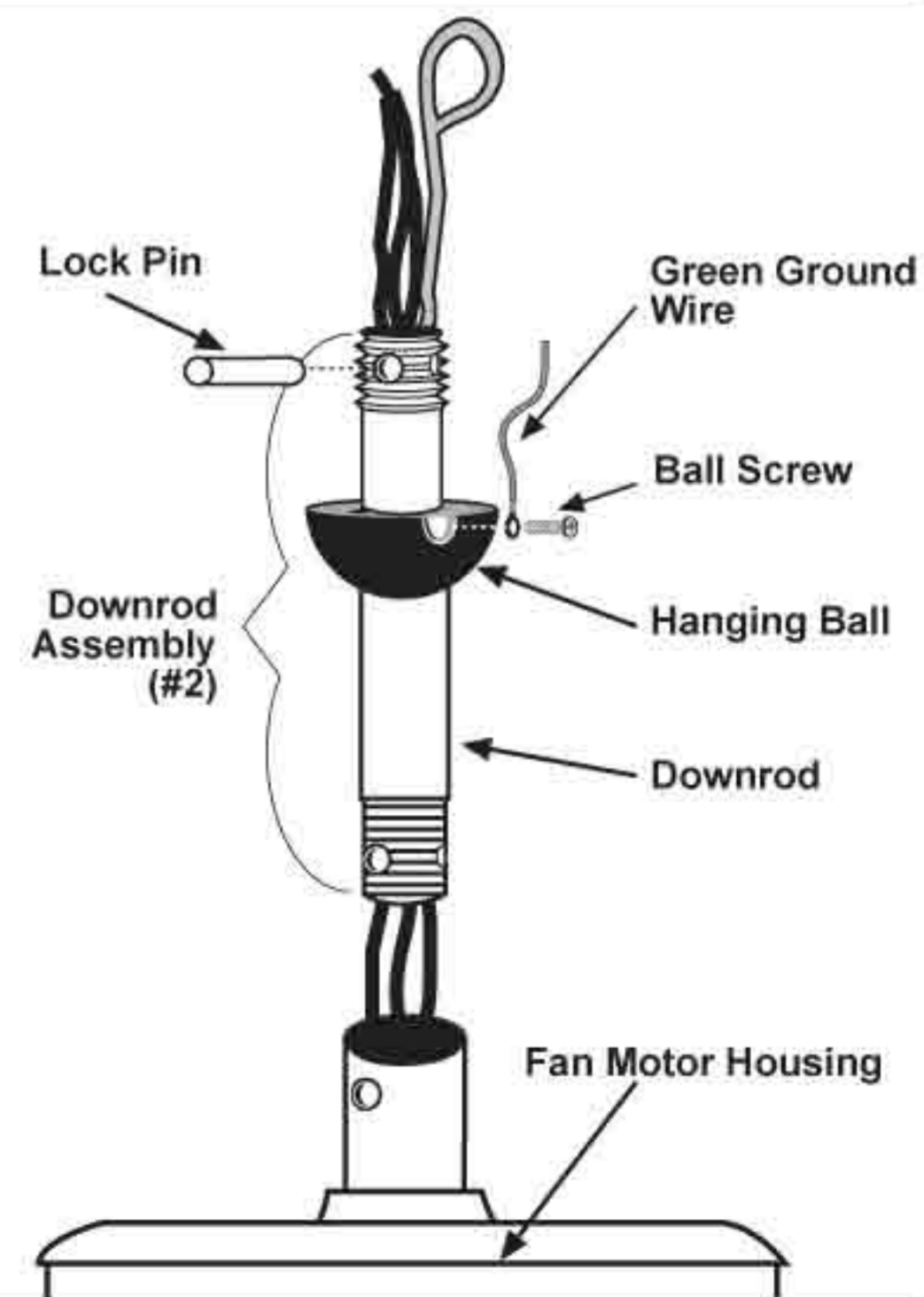
Prior to securing mounting bracket, screw "J" hook (S9) into ceiling outlet box as a secondary support means. Secure mounting bracket (#1) to the outlet box (A) by tightening bracket screws & washers (S3) as shown. If not mounting to an outlet box, use wood screws (S1) and washers (S3) and mount securely to ceiling beam. **Be sure at this point to insert canopy screws (S2) in bracket.** NOTE: Do not mount directly to sheet rock or ceiling tile. NOTE: J Hook installation is a Canadian requirement only.



5

Step 5

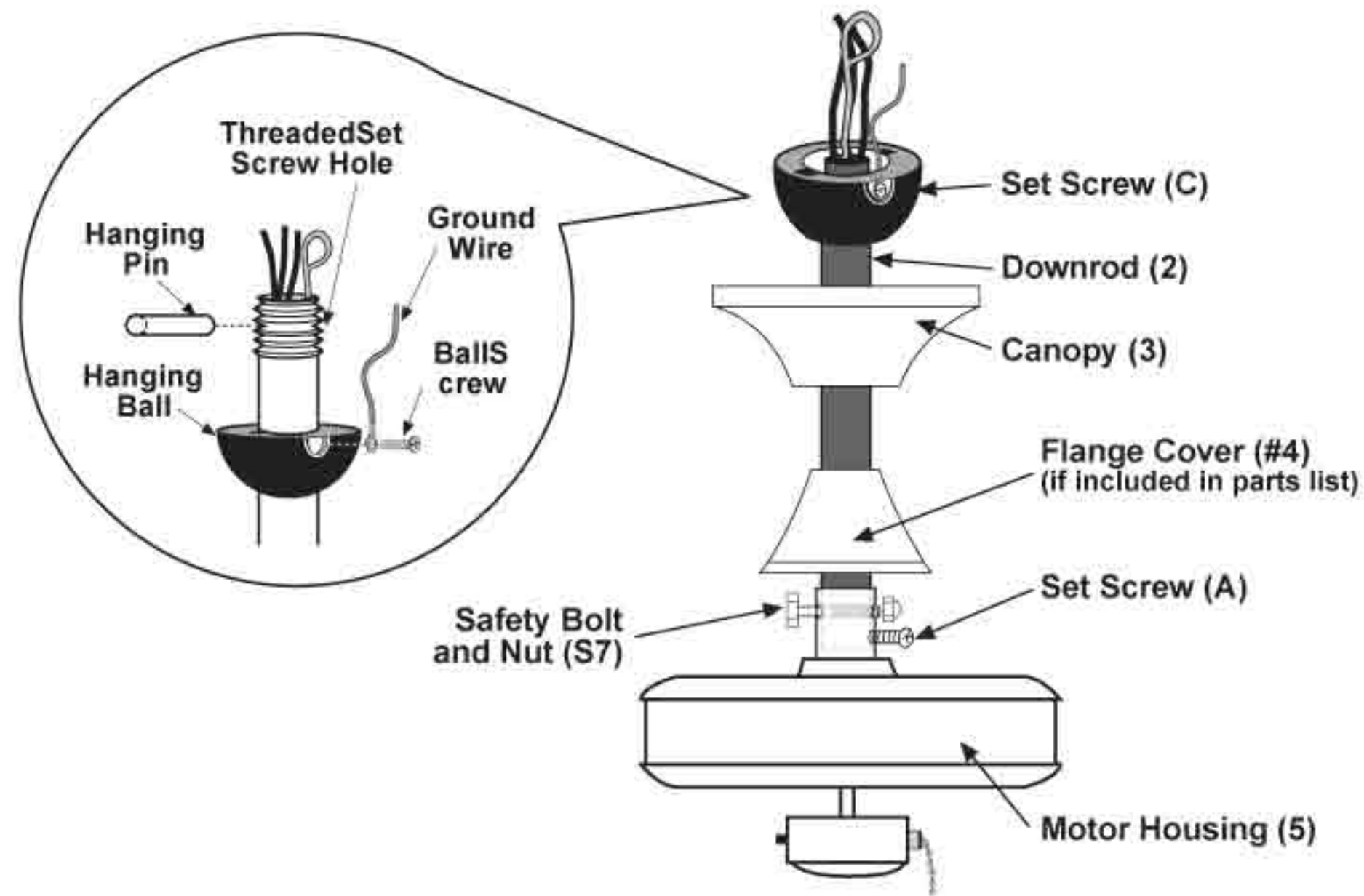
Locate downrod assembly (#2). Loosen ball screw on black hanging ball to free lock pin. Black hanging ball will slide down. Remove ground screw and green ground wire. Remove hanging ball from downrod and save all parts. Insert fan wires through downrod. Screw downrod into top of fan motor housing, being careful that wires are pulled through.



6**Step 6**

Position downrod so the hole in the downrod aligns with the hole in the coupling on the motor. Insert safety bolt (S7) through coupling and downrod and attach nut. Tighten firmly. Tighten set screw "A" against downrod. For BC & OPXL Series place flange cover (4) over downrod assembly until it covers flange. Place canopy (3) over downrod (2). Replace hanging ball, insert hanging pin through downrod and tighten set screw "C" in hanging ball into downrod.

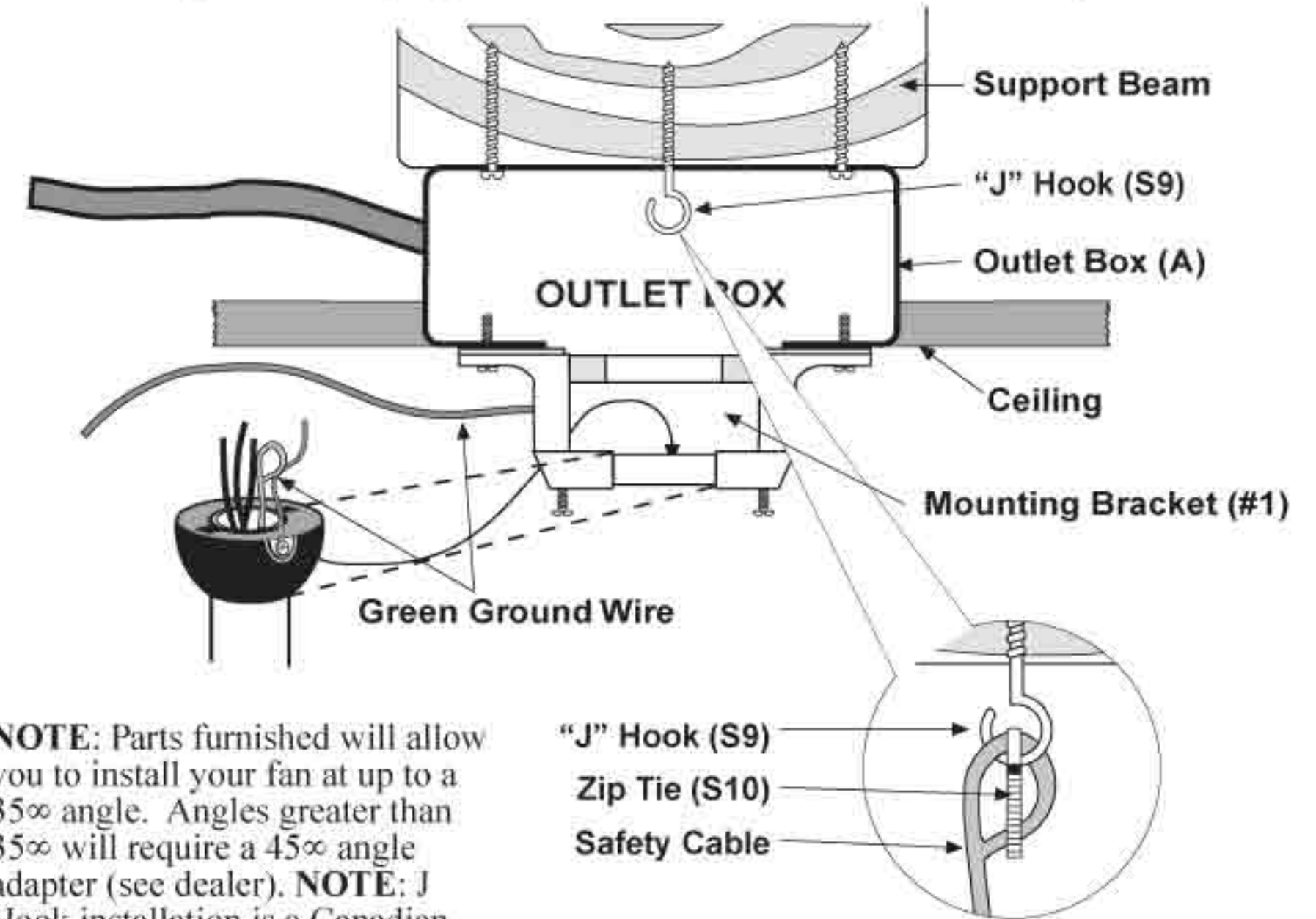
NOTE: Flange cover will not work with supplied 2 1/2 inch downrod. Flange cover is decorative and will not affect the operation of the fan.



! **WARNING:** Failure to completely tighten downrod as described in steps 5 & 6 above could result in the fan loosening and possibly falling.

7**Step 7**

For added security, attach safety cable from fan unit to "J" hook (S9) in outlet box. Secure by looping zip tie (S10) through safety cable and "J" hook. Tighten zip tie securely. Lift fan onto the mounting bracket (#1). Turn housing until hanging ball seats itself into ball socket (listen for click).



NOTE: Parts furnished will allow you to install your fan at up to a 35° angle. Angles greater than 35° will require a 45° angle adapter (see dealer). **NOTE:** J Hook installation is a Canadian requirement only.

"J" Hook (S9)
Zip Tie (S10)
Safety Cable

! **WARNING:** To reduce the risk of fire, electric shock or personal injury, mount so outlet box marked "acceptable for fan support" and use mounting screws provided with 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.

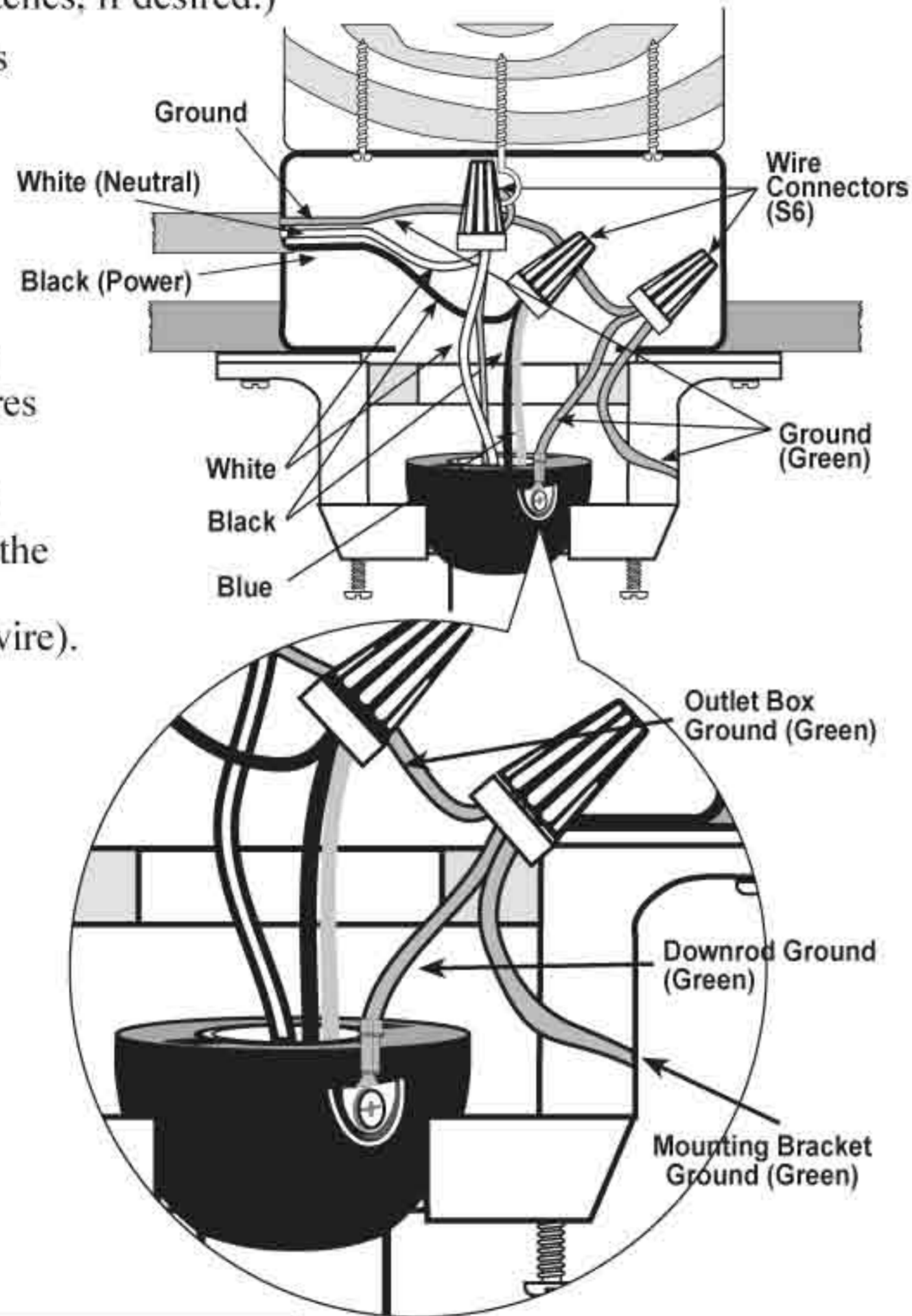
8

Step 8

1. Connect fan wires to ceiling wires: white fan wire to white outlet wire, black to black and green to green. Wire connectors (S6) are provided for your convenience. If an additional blue wire is present then also connect the blue wire to the black wire. (Optional light kit may be wired to individual wall switches, if desired.)

2. After connections are made, turn splices upward and push carefully into outlet box. Separate blue and black wires on one side of the box, and white and green wires on the other side.

There are 4 colored wires coming from the top of the motor (including ground wire).



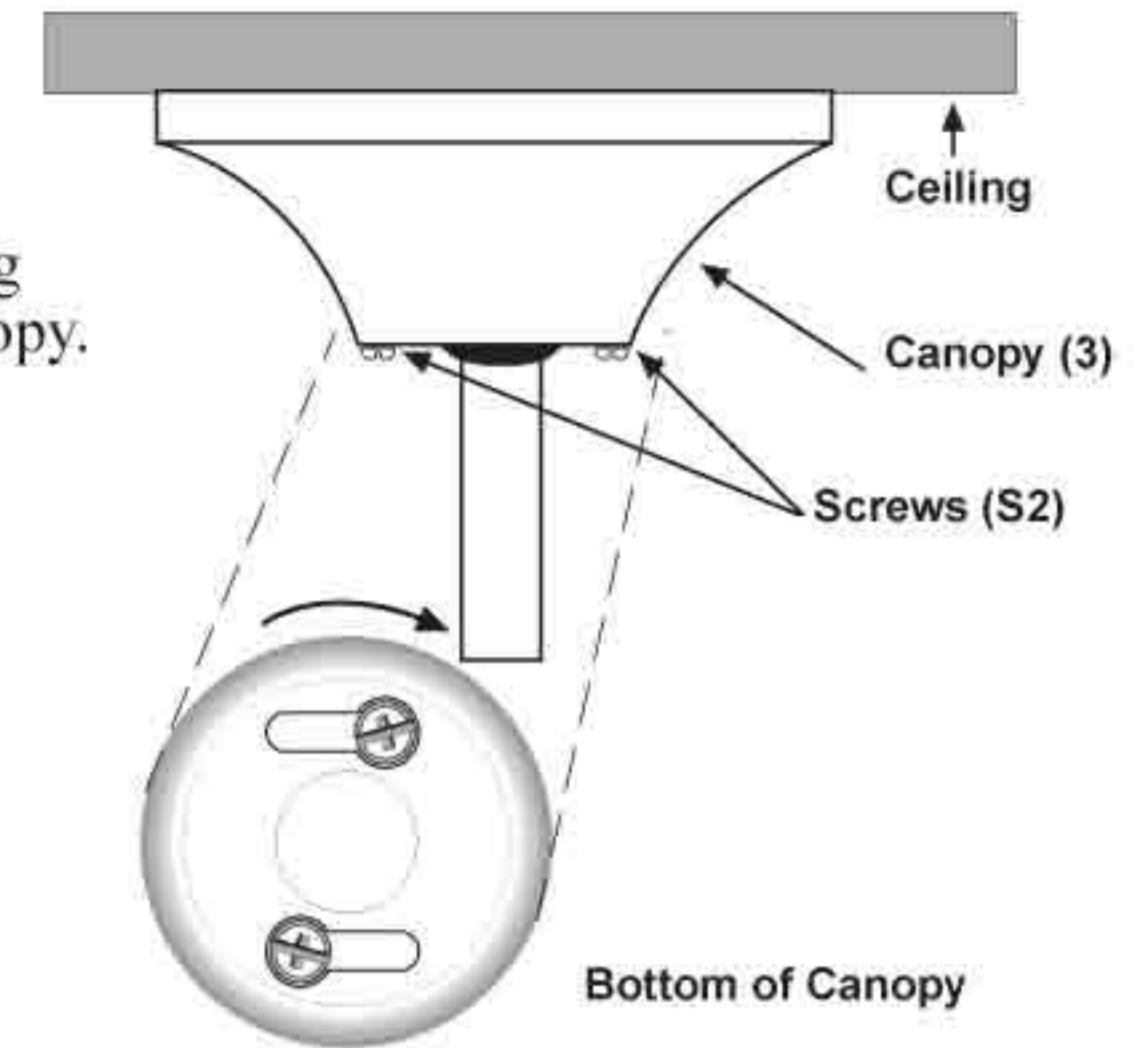
Wire Connections

| Outlet Box | Fan Wires |
|------------|--------------------------|
| Black | Black (Hot wire for fan) |
| Green | Green (Ground wire) |
| White | White (Neutral wire) |
| Black | Blue (Light kit wire) |

9

Step 9

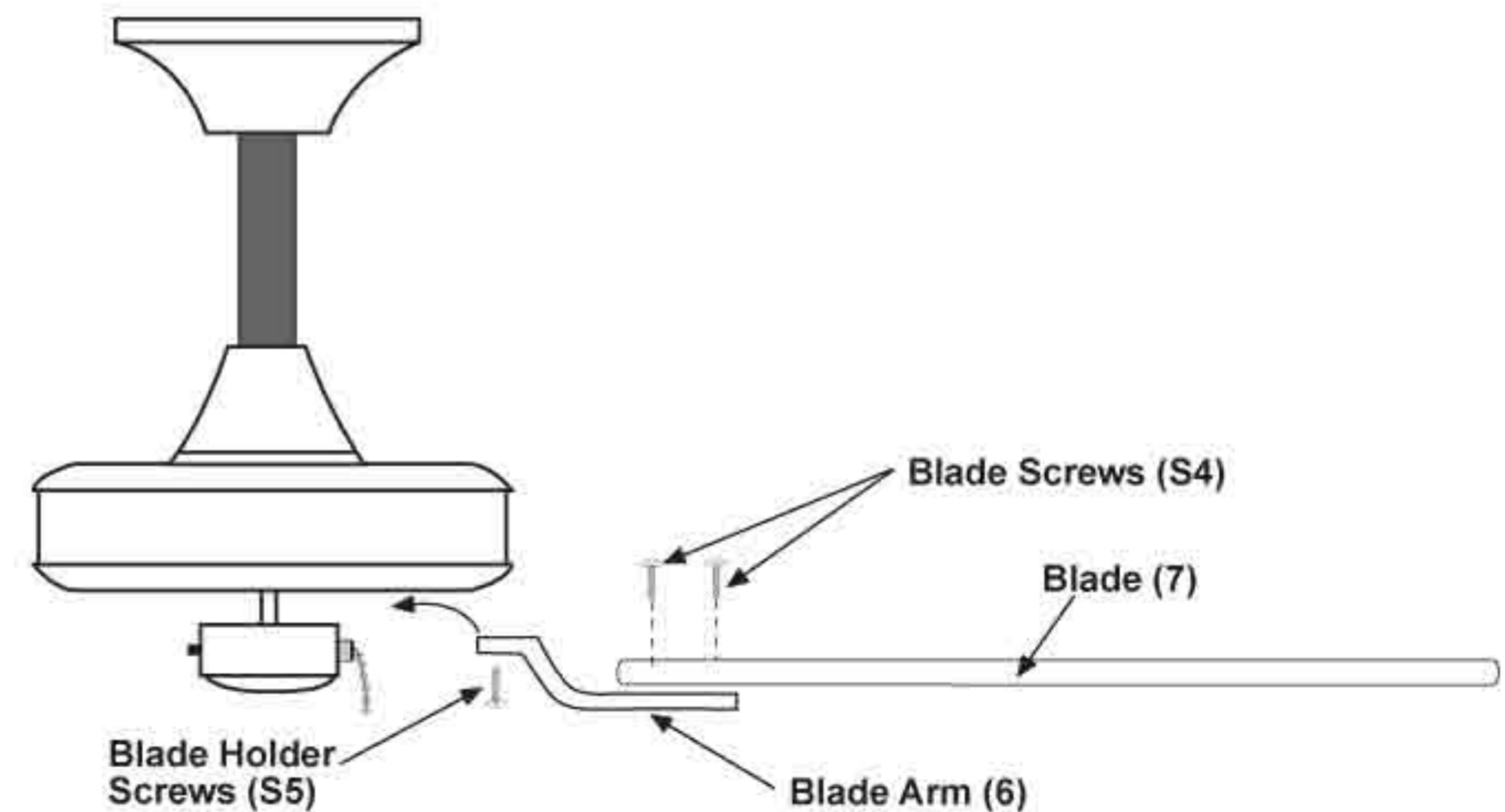
Attach canopy (3) to the mounting bracket by placing screws (S2) into slot in canopy. Twist clockwise to lock into place. Tighten screws firmly.



10

Step 10

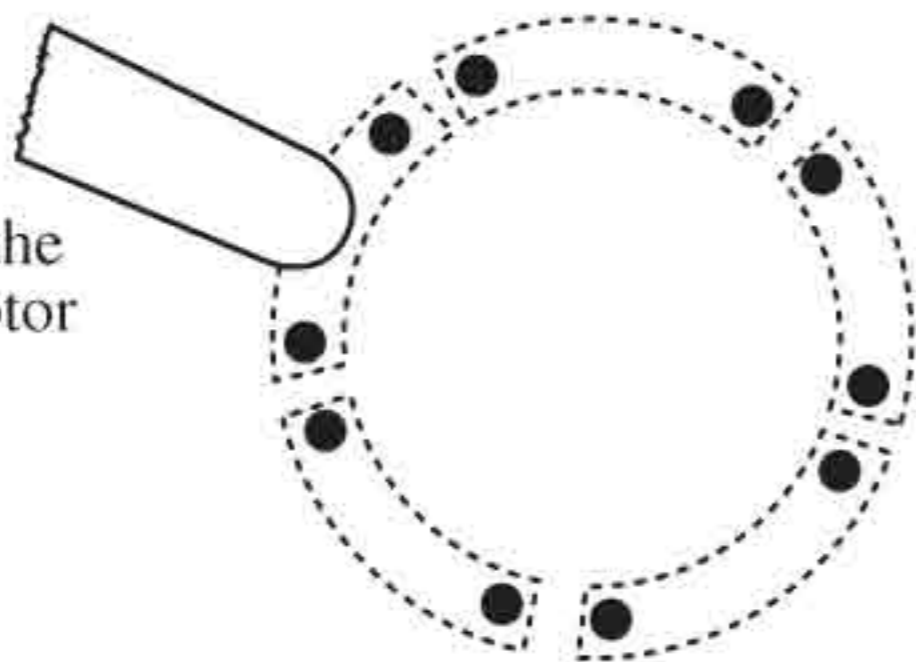
For blade assembly, position blade holder (6), blade (7) so that all screw holes are aligned (as shown in figure below). Using blade screws (S4), insert through top of blade holder, through blade, and into blade ornament. Tighten securely.

**CAUTION:**

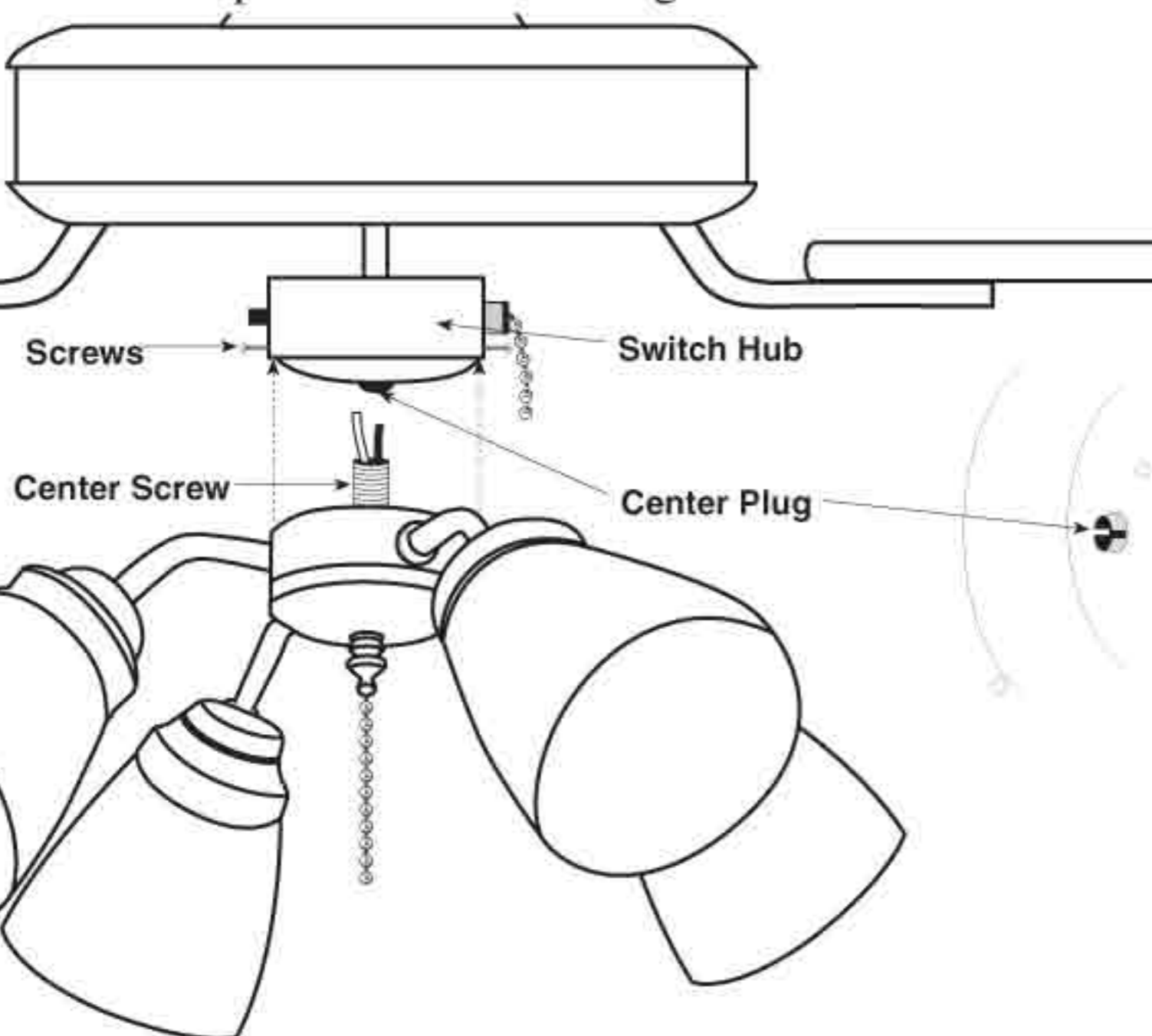
Install blade holders to motor only after motor installation is complete. This will prevent damage to the blade holders which have been carefully balanced. **IMPORTANT:** Remove rubber cushions, saving motor screws for installation.

11**Step 11**
5 Blade Installation

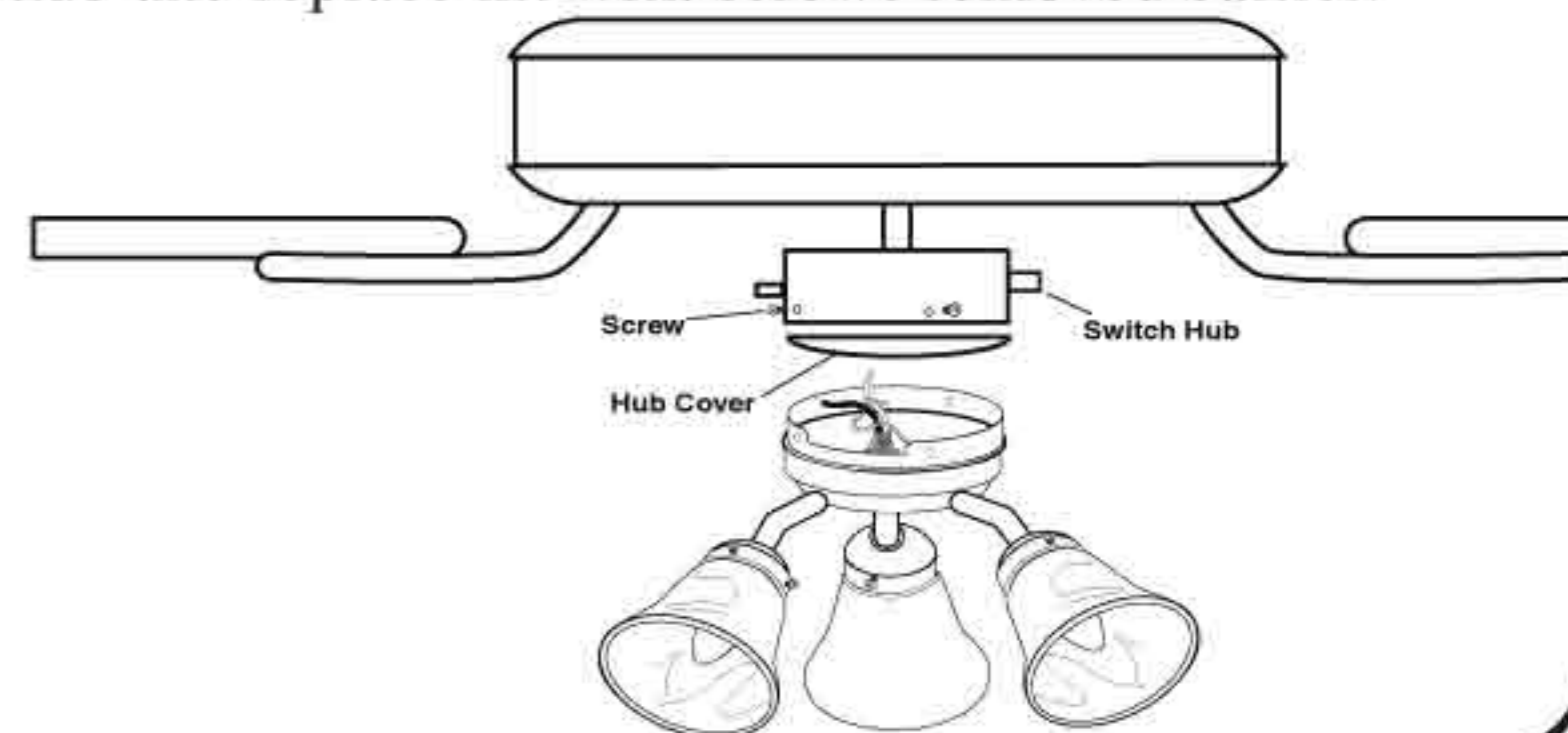
Remove rubber cushions, saving motor screws for blade installation. Using motor screws (S5) provided, line up holes from the blade arm with the holes in the motor housing. Tighten screws securely.

**12****Optional Light Kit Installation**

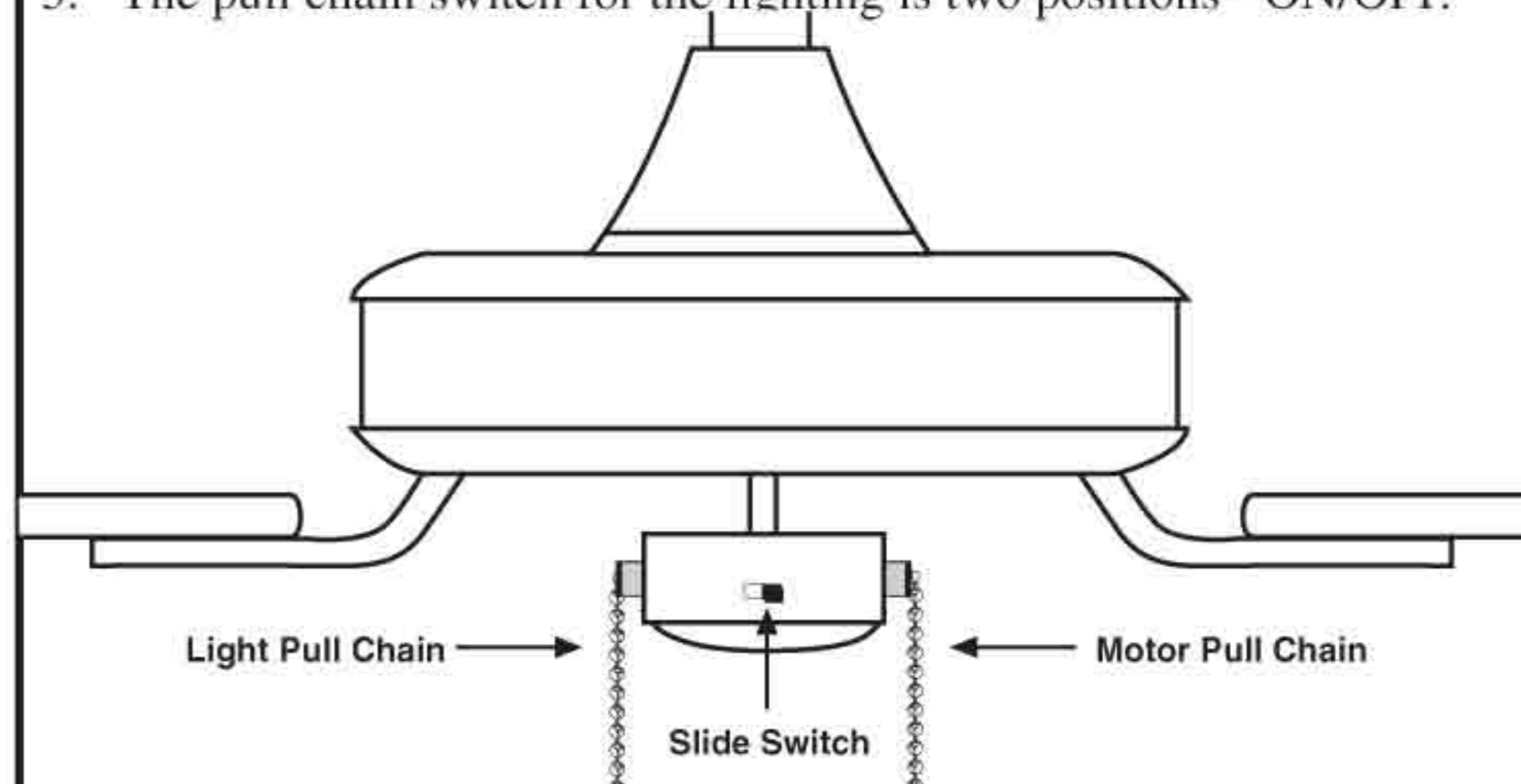
Remove three screws from side of switch hub (as shown in figure below). Remove hub cover from hub and pop out center plug. Carefully thread wires from light kit through the center hole in hub cover. At this point attach light kit into hub cover by screwing center all-thread from light kit into the center hub cover. Lock the all-thread in place on the inside of the hub using the 3/8" nut provided. Attach white wire from light kit to white wire in hub, using wire nuts. Next, attach black wire from light kit to blue wire in switch hub. Carefully push wires up into hub and replace hub cover using screws removed earlier.

**12a****Optional Light Kit Installation for the 108**

Remove three screws from side of switch hub (as shown in figure below). Remove hub cover from hub. At this point attach white wire from light kit to white wire in hub, using wire nuts. Next, attach black wire from light kit to blue wire in switch hub. Carefully push wires up into hub and replace kit with screws removed earlier.

**13****Operation Instructions**

1. The sequence of operation for the motor pull/chain switch is OFF-HI-MED-LOW.
2. Push the slide switch RIGHT for FORWARD, and LEFT for REVERSE action of the blades.
3. The pull chain switch for the lighting is two positions - ON/OFF.

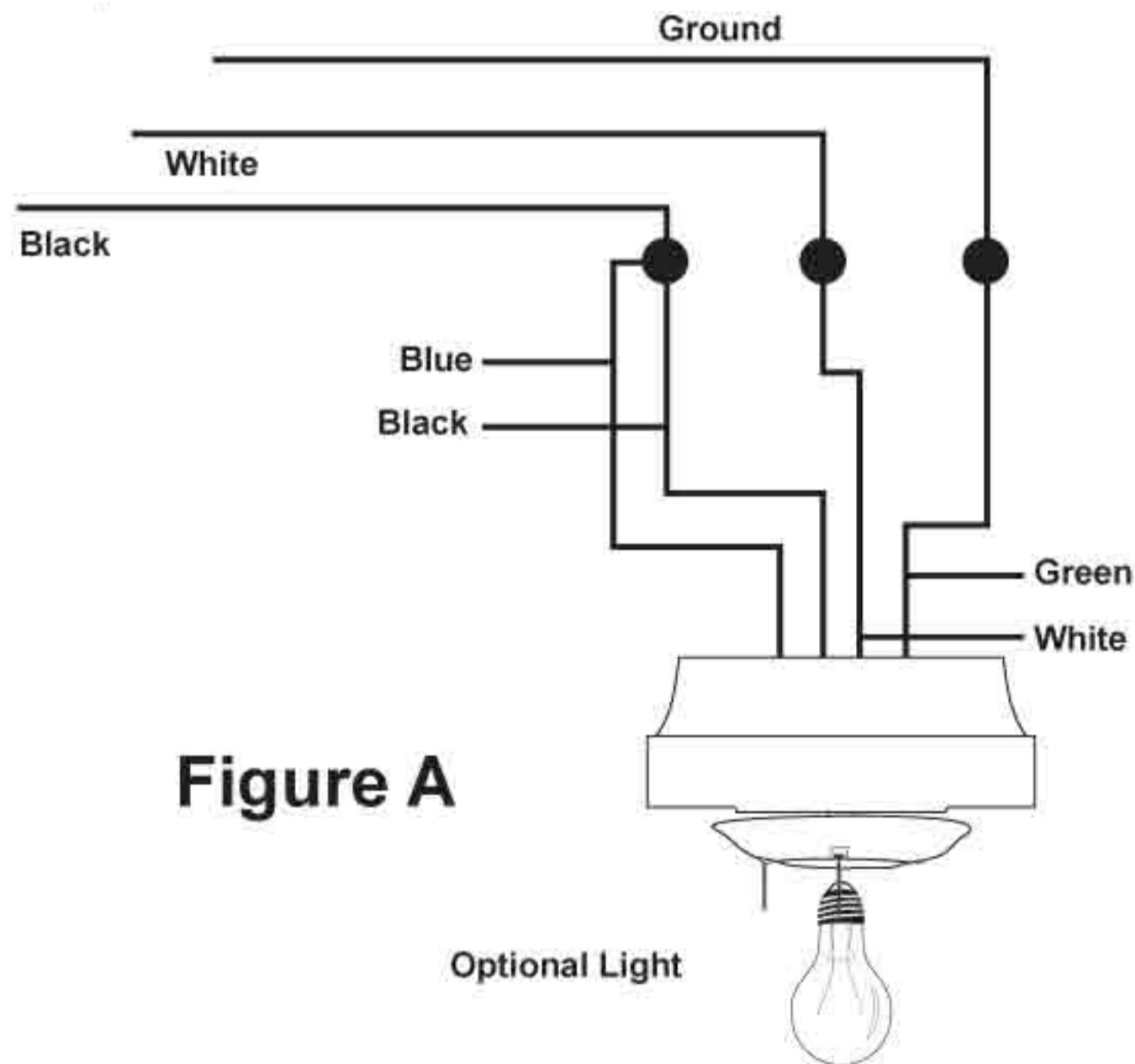
**CAUTION**

Even if your fan is mounted with the blades more than 7 feet from the floor, be careful to avoid placing your raised arms or any object in the path of the

Electrical Connections

Connect black and blue (if provided) fan wires to black outlet wire. Connect white fan wire to white outlet wire and green grounding lead wire from the grounding conductor to the supply circuit (see figure A). Use wire connectors provided with your fan. No loose strands or loose connections should be present. After wires have been connected, they must be spread apart so the green and white are on one side of the outlet box and the black and blue are on the other side. Turn splices upward and carefully push all wiring into outlet box. For optional wall control see figure B or Figure C for alternate wiring. When wall switches are employed, switches should be UL listed for use with ceiling fan.

NOTE: Make sure fan on/off switch is always at "high speed" location if your fan is controlled by additional wall switch.



Electrical Connections Continued...

