ELLINGTON
CEILING FANS by Craftmade

F.P.O.
For Placement Only

Installation Guide

For Models:
FARII13ABZ3RW
FARII13BNK3RW

c (UL) us
LISTED
For
Damp Location
E192641
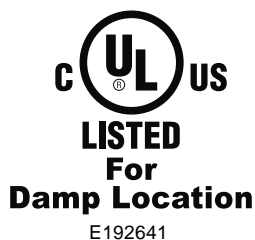
net weight of fan: 27.84 lb (12.63 kg)

SAFETY TIPS.

WARNING: To reduce the risk of electrical shock, turn off the electricity to the fan at the main fuse box or circuit panel before you begin the fan installation or before servicing the fan or installing accessories.

1.   **READ ALL INSTRUCTIONS AND SAFETY INFORMATION CAREFULLY BEFORE INSTALLING YOUR FAN AND SAVE THESE INSTRUCTIONS.**

CAUTION: To avoid personal injury, the use of gloves may be necessary while handling fan parts with sharp edges.

2.   Make sure all electrical connections comply with Local Codes or Ordinances, the National Electrical Code, and ANSI/NFPA 70-1999. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the instructions, please use a qualified electrician.

3.   Make sure you have a location selected for your fan that allows clear space for the blades to rotate, and at least ten (10) feet (3.05 meters) of clearance between the floor and the fan blade tips. The fan should be mounted so that the tips of the blades are at least thirty (30) inches (76 centimeters) from walls or other upright structures.

4.   The outlet box and ceiling support joist used must be securely mounted, and capable of supporting at least 35 pounds (16 kilograms). The outlet box must be supported directly by the building structure. Use only UL listed outlet boxes marked "FOR FAN SUPPORT."

WARNING: To reduce the risk of fire, electrical shock, or personal injury, mount to the outlet box marked "Acceptable for Fan Support of 15.9 kg (35 lb) or less," and use the 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.

WARNING: To reduce the risk of fire, electrical shock, or personal injury, wire connectors provided with this fan are designed to accept only one12 gauge house wire and two lead wires from the fan. If your house wire is larger than 12 gauge or there is more than one house wire to connect to the corresponding fan lead wires, consult an electrician for the proper size wire connectors to use.

WARNING: If using this fan in a DAMP location, this fan must be connected to a supply circuit that is protected by a Ground Fault Circuit Interrupter (GFCI) to reduce the risk of personal injury, electrical shock or death.

5.   Electrical diagrams are for 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.

6.   After installation is complete, check that all connections are absolutely secure.

7.   After making electrical connections, spliced conductors should be turned upward and pushed carefully up into the outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on opposite sides of the outlet box.

WARNING: To reduce the risk of electrical shock or fire, do not use this fan with any solid state speed control device or control fan speed with a full range dimmer switch. [Using a full range dimmer switch to control fan speed will cause a loud humming noise from fan.]

8.   Do not insert anything between the fan blades while they are rotating.

WARNING: To reduce the risk of personal injury, do not bend the blade arms during assembly or after installation. Do not insert objects into the path of the blades.

WARNING: 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.

WARNING: To reduce the risk of personal injury, use *only* parts provided with this fan. **The use of parts OTHER than those provided with this fan will void the warranty.**

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.

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.
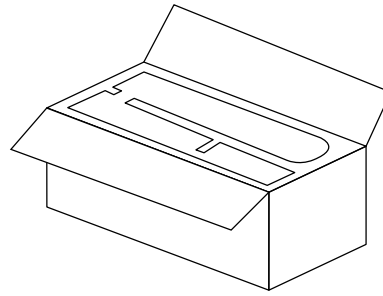
2. Parts Inventory.

a. canopy. 1 piece

b. hanging bracket. 1 piece

c. 8in. downrod and hanging ball. 1 piece

d. remote control receiver. 1 piece

e. wall control and plate. 2 separate pieces

f. remote control transmitter. 1 piece

g. canopy cover (in hardware pack). 1 piece

h. yoke cover. 1 piece

i. safety cable (already attached to motor). 1 piece

j. motor assembly. 1 piece

k. hardware packs

a

b

c

d

e

f

g

h

i

j

w/remote   w/wall control

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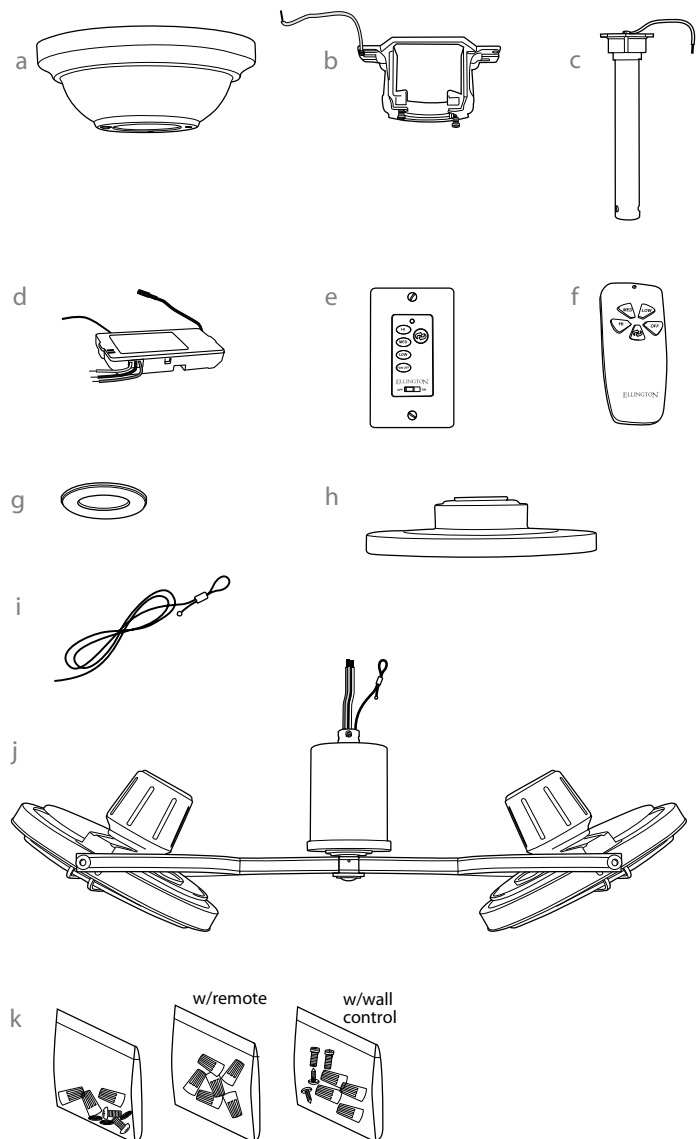
⚠ **IMPORTANT REMINDER:** You must use the parts provided with this fan for proper installation and safety. ⚠

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. (76 cm) from any wall or obstruction. This fan is suitable for room sizes up to 400 square feet (37.2 square meters).

blade edge

10 feet (3.05m)

30 inches (76cm)

12ft. - 20ft. (3.66m - 6.1m)

12ft. - 20ft. (3.66m - 6.1m)
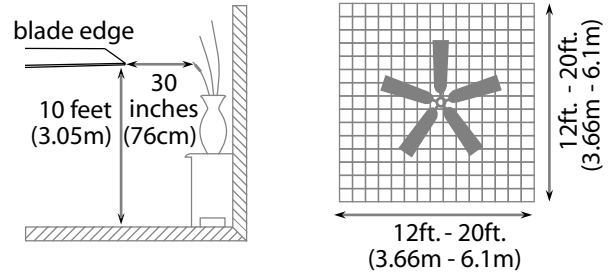
This fan can be mounted with a **downrod** on a regular (no-slope) ceiling **only**. Fan *CANNOT* mount as a flushmount installation *nor* on a vaulted ceiling.

downrod installation

flushmount installation

CANNOT be installed on angled or vaulted ceilings

Installation requires these tools:
Phillips screwdriver, flathead screwdriver, adjustable pliers or wrench, stepladder, wire cutters, and rated electrical tape.
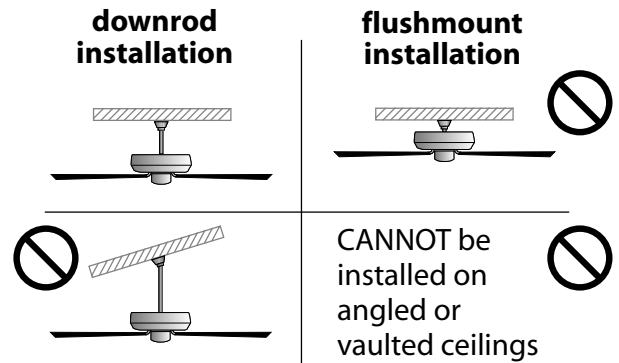
4. Hanging Bracket Installation.

Turn off circuit breakers to current fixture from breaker panel and be sure operating light switch is turned to the OFF position.
WARNING: *Failure to disconnect power supply prior to installation may result in serious injury.*

Remove existing fixture.
WARNING: *When using an existing outlet box, be sure the outlet box is securely attached to the building structure and can support the full weight of the fan. Ensure outlet box is clearly marked "Suitable for Fan Support." If not, it must be replaced with an approved outlet box. Failure to do so can result in serious injury.*

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

Install hanging bracket to outlet box using original screws, spring washers and flat washers provided with new or original outlet box.***** Arrange electrical wiring around the back of the hanging bracket and away from the hanging bracket opening.

*Note: *It is very important that you use the proper hardware when installing the hanging bracket as this will support the fan.*

ON ON
OFF OFF

hanging bracket
flat washers
spring washers
outlet box screws
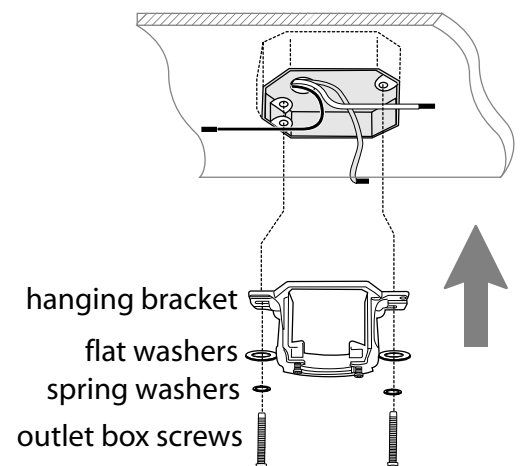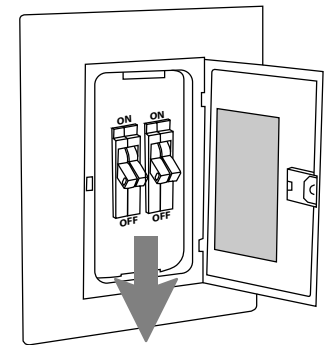
5. Fan Assembly.

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.

Locate canopy cover in hardware pack. Loosen yoke set screws and nuts in yoke at top of motor assembly and remove pin and clip from yoke. Slide downrod through canopy, canopy cover* and yoke cover.
***NOTE**: Canopy cover must be turned with shiny side *toward* the motor assembly.

Thread safety cable and electrical wires through downrod and pull extra wire slack from the upper end of the downrod.

Place downrod into the yoke in motor assembly and re-insert pin and clip. Securely tighten yoke set screws and nuts. Lower yoke cover to motor assembly.

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.

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 then turn hanging ball so that the straight edges of the hanging ball align with the sides of the hanging bracket. Pull down firmly on the downrod until it sits securely inside the hanging bracket.

IMPORTANT: Due to the size (width) of this fan, it is advisable to seek the help of another person to hold the stepladder in place and to then help 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 a heavy duty wood screw, washer and lock washer (not supplied) with the safety cable loop. If necessary, adjust the loop at the end of the safety cable. The loop at the end of the safety cable should just fit over the threads on the wood screw. Extra cable slack can be left in ceiling area.
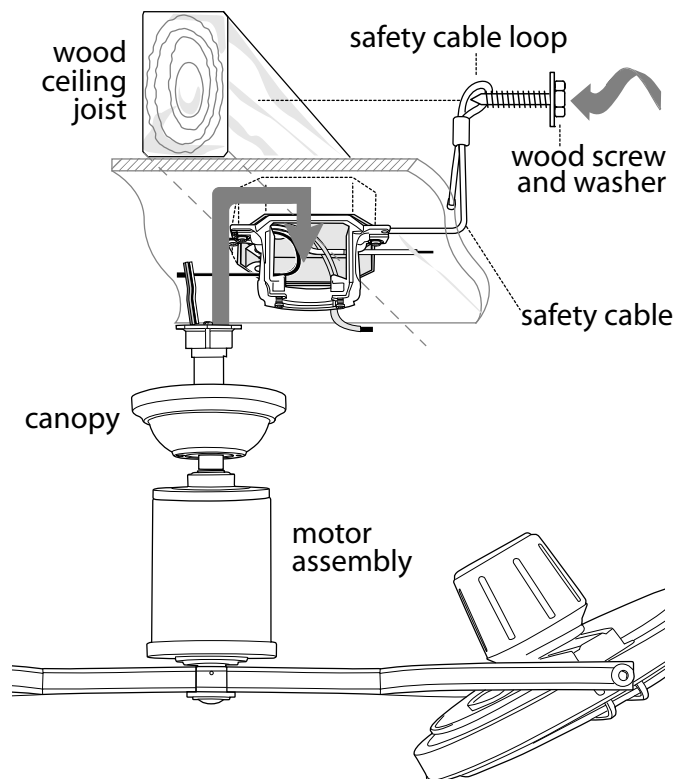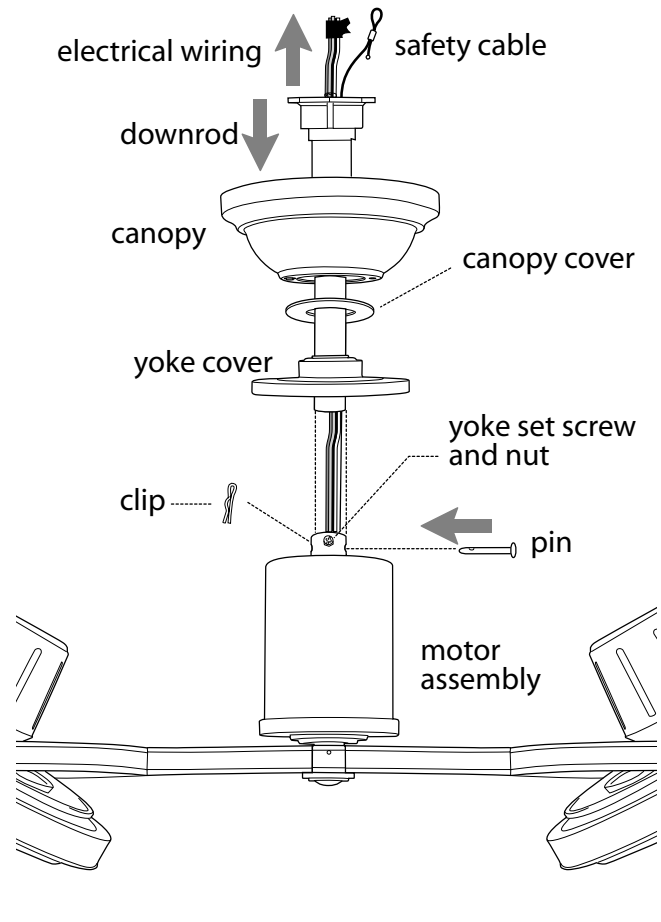
6. Wiring.

CAUTION: *Be sure outlet box is properly grounded and that a ground wire (**GREEN** or Bare) 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 in the diagram to the right, please use a qualified electrician.

WARNING: If using this fan in a DAMP location, this fan must be connected to a supply circuit that is protected by a Ground Fault Circuit Interrupter (GFCI) to reduce the risk of personal injury, electrical shock or death.

When downrod is secured in place on the hanging bracket, wire the **RECEIVER** with wire connectors provided as shown in *diagram at right.*
Tip: While you are wiring, keep in mind that wires must not obstruct receiver from sliding into hanging bracket.

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

Gently insert receiver (flat side up) into hanging bracket and carefully push wires and taped wire connectors into outlet box. Let antenna rest *outside* of hanging bracket.

IN ORDER TO WIRE WALL CONTROL, remove existing wall switch. Wire the **WALL CONTROL** with wire connectors provided as shown in *diagram at right.*

* Wrap each wire connector separately with electrical tape as an extra safety measure. Gently push wires and taped wire connectors into outlet box.

Use a ballpoint pen or a small screwdriver to set the code switches 1 through 4 on the wall control. Factory setting is pre-set and not recommended for use. *Write down number sequence for use in Section 8.*

Attach wall control to outlet box and secure with screws from original wall switch. Attach front plate to wall control using 2 screws provided in the wall control.
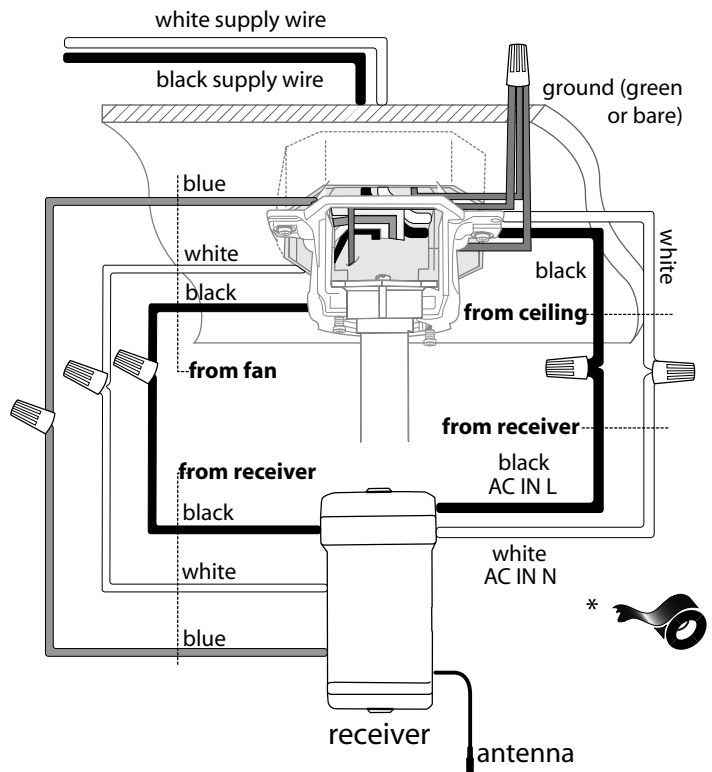

(wiring for receiver)
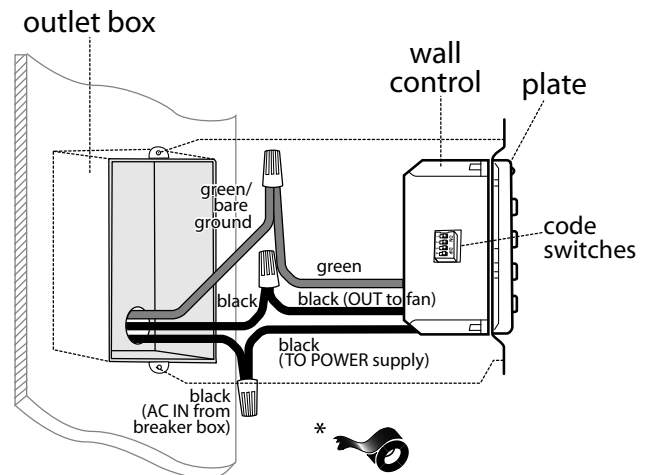
(wiring for wall control)

7. Canopy Assembly.

Locate 2 screws on underside of hanging bracket and remove screw closest to the open end of the hanging bracket. Partially loosen the other screw. Lift canopy to hanging bracket. Place rounded part of slotted hole in canopy over loosened screw in hanging bracket and push up. Twist canopy to lock. Re-insert screw that was removed and then tighten both screws securely. Slide canopy cover up to canopy, aligning rounded part of slotted holes in canopy cover with screwheads in bottom of canopy. Turn canopy cover to the right (clockwise) until it stops.

*Remember that antenna for remote control receiver must rest *outside* of hanging bracket.
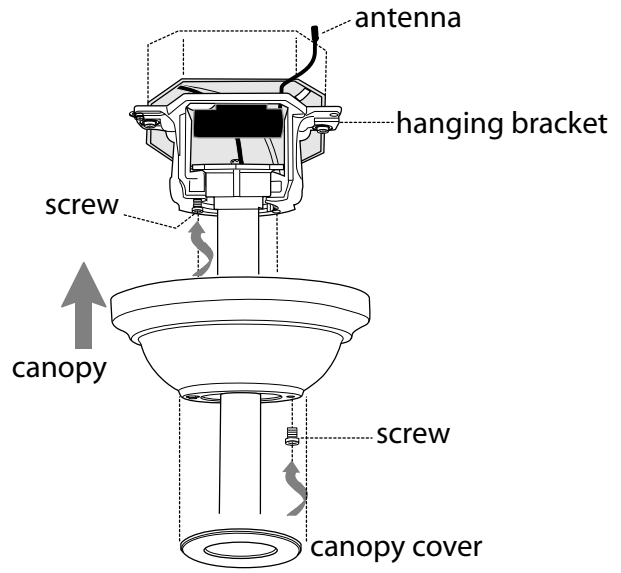
8. Automated Learning Process./ Activating Code.

CAUTION: *The remote control transmitter can be programmed to multiple receivers or fans. If this is not desired, turn wall switch off to any other programmable receiver or fan.*

Remove battery cover from back side of remote control transmitter.

Use a ballpoint pen or a small screwdriver to set the code switches 1 through 4 for the transmitter. *Use the same number sequence used when wiring the wall control in Section 6.*

Install 9-volt battery (sold separately) in transmitter. Re-attach the battery cover after installing battery.
IMPORTANT: To prevent damage to transmitter, remove the battery if not used for long periods.

Restore electrical power and then set slider switch on wall control to the ON position. Within 30 seconds of turning wall control on, press and hold the "OFF" button on the transmitter for 5 seconds or until you see the fan start to rotate to the left very briefly and then switch to the right. Proceed to Section 11 to verify that the automated learning process is complete.
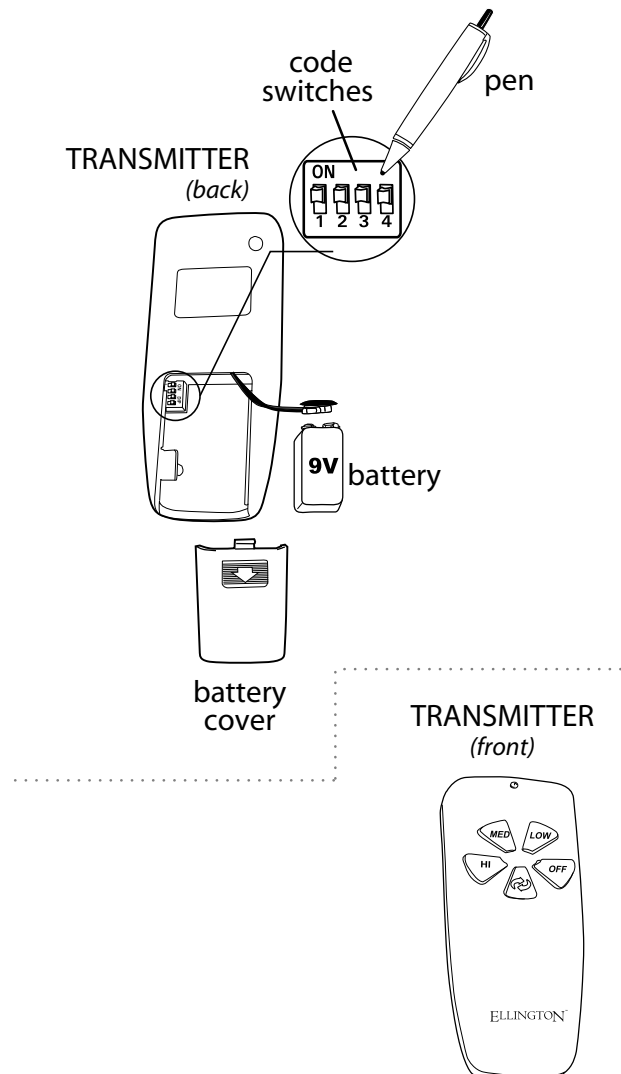
9. Wall Control Operation.

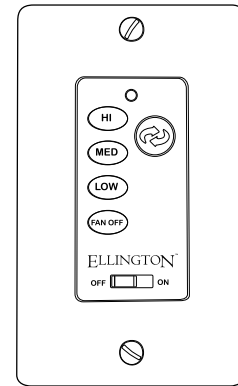**ON/OFF slider switch** - turns *wall control* ON or OFF
HI button - turns the *2 smaller fans* to HIGH speed
MED button - turns the *2 smaller fans* to MEDIUM speed
LOW button - turns the *2 smaller fans* to LOW speed
FAN OFF button - turns the *2 smaller fans* OFF

🌀 button - turns *main fan* ON/OFF when pressed once (i.e., controls ROTATION of the ENTIRE fan)
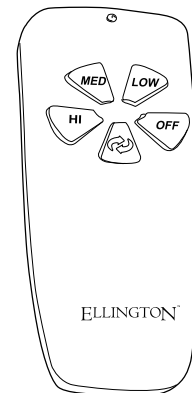
10. Remote Control Operation.

HI button - turns the *2 smaller fans* to HIGH speed
MED button - turns the *2 smaller fans* to MEDIUM speed
LOW button - turns the *2 smaller fans* to LOW speed
OFF button - turns the *2 smaller fans* OFF

🌀 button - turns *main fan* ON/OFF when pressed once (i.e., controls ROTATION of the ENTIRE fan)

11. Testing Your Fan.

It is recommended that you test fan before finalizing installation. Restore power from circuit box and light switch (if applicable). Locate ON/OFF slider switch on wall control and set to the ON position. Test ROTATION/OFF function of main fan with button used to control rotation of fan; test fan speeds of smaller fans with different fan speed buttons and OFF button. Next, locate remote control. Test fan speeds (and OFF) with the different fan speed buttons and then test rotation of fan (and OFF) as was done with wall control. If the wall/remote control operates all of the functions of the fan, battery has been installed correctly. If the wall and/or remote controls do (does) not operate all of the fan functions, refer to "Troubleshooting" section to solve any issues before contacting Customer Service.
NOTE: If remote control interferes with other appliances, change code switches on remote control transmitter and wall control to another code. If you do change the code, ***turn power off first*** and then remove battery cover. After setting new code on transmitter AND wall control, go back to instructions in last paragraph of Section 8 (page 6).

The tilt angle of the smaller fans may be adjusted up or down by simply moving them gently up or down.
CAUTION: ***To avoid personal injury or damage to the fan(s), both the main fan and the smaller fans MUST BE OFF before adjusting the smaller fans up or down.***

main fan

smaller fan   smaller fan
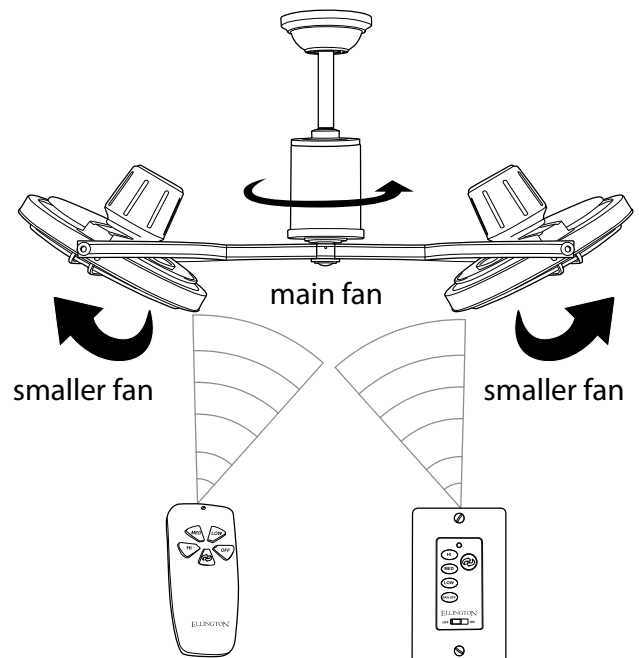
Troubleshooting.

WARNING: *Failure to disconnect power supply prior to troubleshooting any wiring issues may result in serious injury.*

Problem: Fan fails to operate.
Solutions:
1. Check power to wall switch/wall control.
2. Check to be sure code switches in remote control transmitter and wall control are set properly.
3. Verify that receiver is wired properly.
4. Verify that wall control is wired properly.
5. Check to be sure fan is wired properly.
6. Check that red light on remote control transmitter turns on when a button is pressed indicating that the battery is good.
7. Learning process between fan, remote control transmitter and wall control may not have been successful and code was not activated. Turn off power and repeat instructions in last paragraph of Section 8 (page 6).

Problem: Fan fails to operate with remote control and or wall control.
Solutions:
1. Check that red light on remote control transmitter turns on when a button is pressed indicating that the battery is good.
2. Check to be sure code switches in remote control transmitter and wall control are set properly.
3. Learning process between fan, remote control transmitter and wall control may not have been successful and code was not activated. Turn off power and repeat instructions in last paragraph of Section 8 (page 6).

Problem: Fan wobbles.
Solutions:
1. Check to be sure set screw(s) on motor housing yoke is (are) tightened securely.
2. Check to be sure set screw on hanging ball is tightened securely.

Warranty.

CRAFTMADE/ELLINGTON LIFETIME WARRANTY:
CRAFTMADE/ELLINGTON warrants this fan to the original household purchaser for indoor use under the following provisions:
1-YEAR WARRANTY: CRAFTMADE/ELLINGTON will replace or repair any fan which has faulty performance due to a defect in material or workmanship. Contact Craftmade/Ellington Customer Service at **1-800-486-4896** to arrange for return of fan. Return fan, shipping prepaid, to Craftmade/Ellington. We will repair or ship you a replacement fan, and we will pay the return shipping cost.
5-YEAR WARRANTY: CRAFTMADE/ELLINGTON will repair or replace at no charge to the original purchaser any fan motor that fails to operate satisfactorily when failure results from normal use.
RETURN FAN MOTOR ONLY, shipping prepaid, to Craftmade/Ellington. We will repair or ship purchaser a replacement motor and Craftmade/Ellington will pay the return shipping cost.
6-YEAR to LIFETIME LIMITED WARRANTY:
CRAFTMADE/ELLINGTON will repair the fan, at no charge for labor only to the original purchaser, if the fan motor fails to operate satisfactorily when failure results from normal use. Parts used in the repair will be billed to the purchaser at prevailing prices at time of repair.

The purchaser shall be responsible for all costs incurred in the removal, reinstallation and shipping of the product for repairs.

This warranty does not apply when damage from mechanical, physical, electrical or water abuse results in causing the malfunction. Deterioration of finishes or other parts due to time or exposure to salt air is specifically exempted under this warranty.

Neither Craftmade/Ellington nor the manufacturer will assume any liability resulting from improper installation or use of this product. In no case shall the company be liable for any consequential damages for breach of this, or any other warranty expressed or implied whatsoever. This limitation as to consequential damages shall not apply in states where prohibited.

Parts Replacement.

For parts and information, please refer to "Parts Inventory" on page 2.
Craftmade/Ellington Customer Support:
1-800-486-4892
www.ellingtonfans.com

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