Velocity Ceiling Fan

CRAFTMADE
air • light • sound

P.O. Box 1037
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Coppell, TX 75019

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8:00 to 5:00 CST (Central Standard Time)
Toll Free Fax: (877) 304-1728

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Installation Instructions
Instrucciones de instalación
Instructions d'installation

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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/NFPA70-1999) 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. WARNING: 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. The outlet box and its support must be able to support the moving weight of the fan (at least 35lbs).
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, use the fan only with solid state speed control device provided.
10. WARNING: 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.
11. Net Weight: The weight of the complete fan, including assembly hardware is 17.31 lbs.

Trouble Shooting

Problem A: Fan Will not Start
Remedies:
1. Check fuse or circuit breaker and replace if necessary
2. Turn off electrical power and check all wire connectors.
3. Check on/off TCS and wall control selector switch. See operation instructions.

Problem B: Fan is Excessively Noisy
Remedies:
1. Check that all screws in fan assembly are tight and properly seated.
2. Check to make sure mounting bracket is installed properly.
3. Check to make sure light kit and glass are installed properly and tight.
4. If wall control is used, insure the wall control is not a transformer or a variable speed type.

Problem C: Fan Wobbles
Remedies:
1. Check that all blades are screwed firmly into blade holders.
2. Check that all blade holders are screwed firmly into motor.
3. Check the weight of blades. All our blades are weighed on electronic scales. The weight is marked on the reverse side of the fan blade near the motor end. All of the blades should be the same weight to prevent fan from wobbling.
4. A balancing kit is enclosed if needed.

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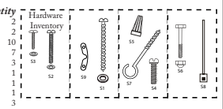
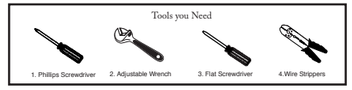
Before Assembly

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: The box can be used as a work space to prevent any damage on the ornamental surface.
   CAUTION: Before installing, choose a location for mounting the fan where the blades have at least 9 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"x 4" brace between ceiling joists to support.

Screw Package	*Quantity*
S1. Wood Screws & Washers	2
S2. Bracket Screws & Washers	2
S3. Blade Screws & Rubber Washers	10
S4. Motor Screws	7
S5. Wire Connectors	3
S6. Safety Bolt & Nut	1
S7. "J" Hook	1
S8. Zip Tie	1
S9. Noise Cancelling Blade Arm Gasket	3





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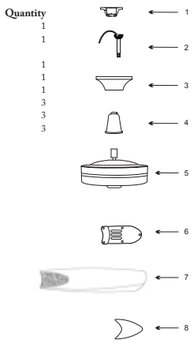
What You Have

Parts	Quantity
1. Mounting Bracket	1
2. Down Rod Assembly 12" Rod Supplied	1
3. Canopy	1
4. Flange Cover	1
5. Fan Housing & Motor	1
6. Blade Arms	3
7. Blades (Included)	3
8. Blade Medallion	3



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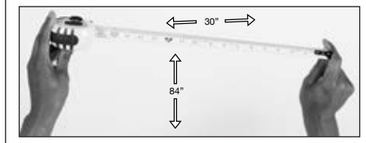
Turn off circuit breakers and wall switch to the fan supply line leads.

⚠ 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.**

a.) Downrod Mount (Normal Ceilings)

b.) Angle Mount (Vaulted Ceilings)

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.



- Check to make sure blades are at least 30" from any obstruction.
- Check Down rod Length to make sure blades are at least 9' above the floor.

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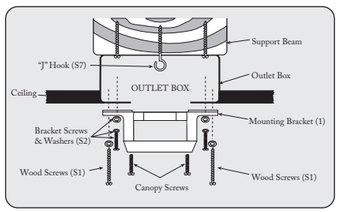
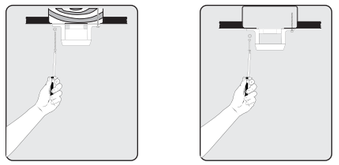
Installing Mounting Bracket



NOTE: Do not mount directly to sheet rock or ceiling tile.



Prior to securing mounting bracket, screw "J" hook (S7) into ceiling outlet box as a secondary support means. Secure mounting bracket (#1) to the outlet box (A) by tightening bracket screws and washers (S2) as shown. If not mounting to an outlet box, use wood screws and washers (S1) and mount securely to ceiling beam.

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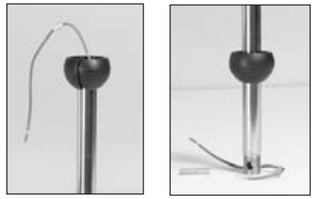
Downrod Assembly



Locate downrod assembly. 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.

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Thread the downrod onto the motor housing making sure the wires don't get twisted.

Insert safety bolt (S6) through flange and downrod and attach nut. Tighten firmly.

Tighten top set screw against downrod.

⚠ WARNING: Failure to completely tighten downrod as described in steps above could result in the fan loosening and possibly falling.

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Place flange cover (4) over downrod assembly. Place Canopy Assembly (3) over downrod (2).

Replace hanging ball, insert hanging pin through downrod and tighten set screw in hanging ball into downrod. Slide waterproof downrod cover over fan lead wires and seat onto top of downrod ball.

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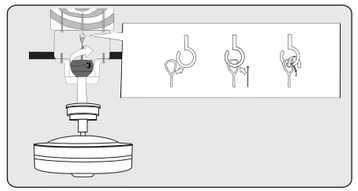

Lift fan onto the mounting bracket (#1). Turn housing until hanging ball seats itself into ball socket (listen for click).

For added security, attach safety cable from fan unit to "J" hook (S7) in outlet box. Secure by looping zip tie (S8) through safety cable and "J" hook. Tighten zip tie securely.

⚠ 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.

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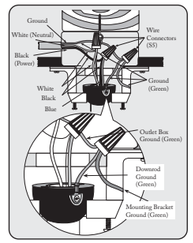
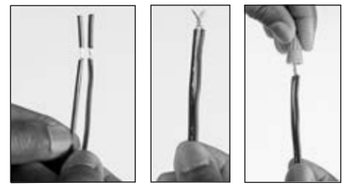


1. Connect fan wires to ceiling wires: white fan wire to white outlet wire, black to black and green to green. Wire connectors (S5) are provided for your convenience. If an additional blue wire is present then also connect the blue wire to the black wire.

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).

11

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

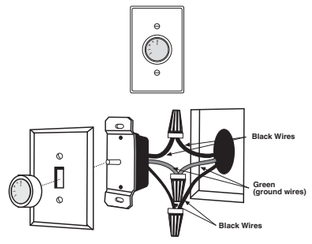
12

Attaching the blade medallions and blade arms to the blades:

Align blade ornament holes to blade holes and secure with screws provided. Tighten screws and washers securely. Turn blade over and align blade arm holes to noise cancelling blade arm gasket and blades to blade holes. Tighten screws and washers securely. Repeat procedure with remaining blades.

Attaching the fan blades to the motor:

Align motor holes to blade holes and secure with screws provided. Tighten screws and washers securely. Repeat procedure with remaining blades.

13

1. Remove existing wall plate and switch, if applicable.
2. Remove 3/4" (1.9cm) of insulation from each circuit conductor. Make sure the ends of wires are straight.
3. Connect wires as follows: connect black wires to black wires and green wire to green. Screw connectors on clockwise making sure no bare conductors show below the wire connectors.
4. Push all wires carefully into outlet box. Mount fan speed control into box with mounting screws supplied. Attach wall plate and knob.
5. Turn knob clockwise to turn fan ON. To lower fan speed continue to turn knob clockwise . To increse fan speed turn knob counter clockwise.