



# CEILING FAN OWNER'S MANUAL

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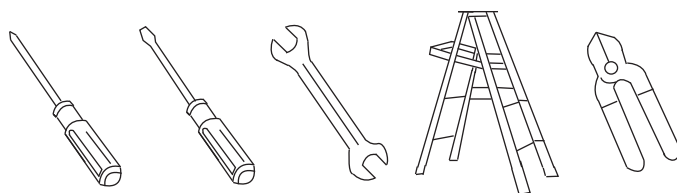
**READ AND SAVE THESE INSTRUCTIONS**

**MODEL: 60-5025-313-13  
60-5025-3SV-SN  
60-5025-3KO-SN**

**FAN RATING AC 120V. 60Hz  
UL LISTED MODEL : LP8146(FN666)**

# 1. TOOLS AND MATERIALS REQUIRED

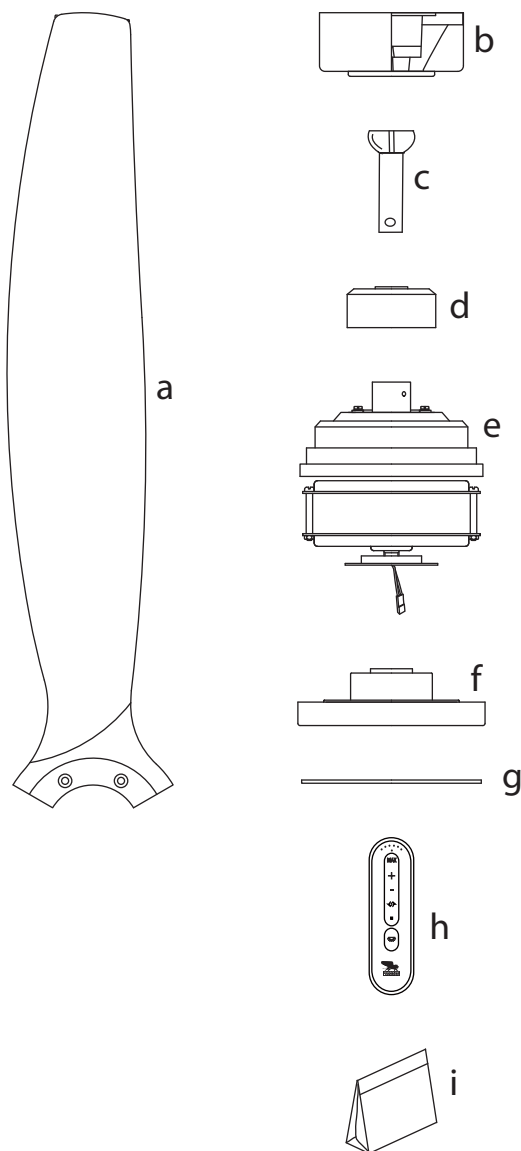
- Philips screw driver
- Blade screw driver
- 11 mm wrench
- Step ladder
- Wire cutters



# 2. PACKAGE CONTENTS

Unpack your fan and check the contents.  
You should have the following items;

- a. Set of blades assembly (3)
- b. Hanger bracket assembly
- c. Downrod
- d. Coupling cover
- e. Fan motor assembly
- f. LED Light kit assembly
- g. Metal cover
- h. Transmitter+holder+2 mounting screws+3 volt battery (CR2032)
- i. Package hardware
  - 1) Mounting hardware :  
screws(2), lock washers(2), star washers(2), wire nuts(3)  
wood screws(2), washers(2)
  - 2) Blade attachment hardware:  
screws (7), washers (7), lock washers(7)
  - 3) Safety cable hardware:  
wood screw(1), lock washer(1), metal washer(1)



### 3. SAFETY RULES

1. To reduce the risk of electric shock, insure electricity has been turned off at the circuit breaker or fuse box before beginning.
2. All wiring must be in accordance with the National Electrical Code and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. **WARNING:** To reduce the risk of electrical shock and fire, do not use this fan with any solid-state fan speed control device.
4. **WARNING:** To reduce the risk of personal injury, use only the two steel screws (and lock washers) provided with the outlet box for mounting to 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.
5. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 50 pounds. Use only ETL Listed outlet boxes marked "**FOR FAN SUPPORT**".
6. The fan must be mounted with a minimum of 7 feet clearance from the trailing edge of the blades to the floor.
7. Do not operate reversing switch while fan blades are in motion. Fan must be turned off and blades stopped before reversing blade direction.
8. Avoid placing objects in the path of the blades.
9. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.
10. 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.
11. After marking electrical connections, spliced conductors should be turned upward and pushed carefully up into outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box.
12. Electrical diagrams are reference only. Light kit that are not packed with the fan must be ETL Listed and marked suitable for use with the model fan you are installing. Switches must be ETL General Use Switches. Refer to the Instructions packaged with the light kits and switches for proper assembly.

#### **WARNING**

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT FAN TO OUTLET BOX MARKED "**ACCEPTABLE FOR FAN SUPPORT**".

#### **WARNING**

TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE BRACKETS (ALSO REFERRED TO AS FLANGES) DURING ASSEMBLY OR AFTER INSTALLATION. DO NOT INSERT OBJECTS IN THE PATH OF THE BLADES.

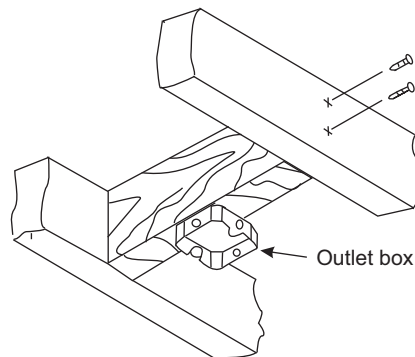
## 4. MOUNTING OPTIONS

If there isn't an existing CUL listed mounting box, then read the following instructions. Disconnect the power by removing fuses or turning off circuit breakers.

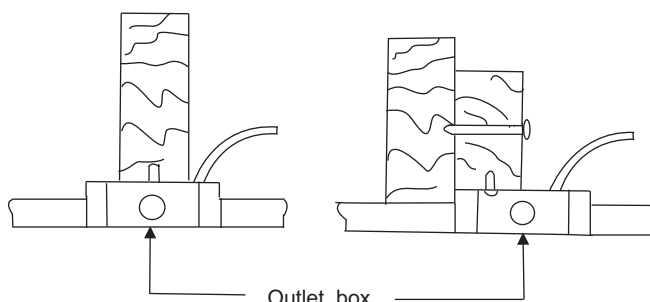
Secure the outlet box directly to the building structure. Use appropriate fasteners and building materials. The outlet box and its support must be able to fully support the moving weight of the fan (at least 50 lbs). Do not use plastic outlet boxes.

Figures 1,2 and 3 are examples of different ways to mount the outlet box.

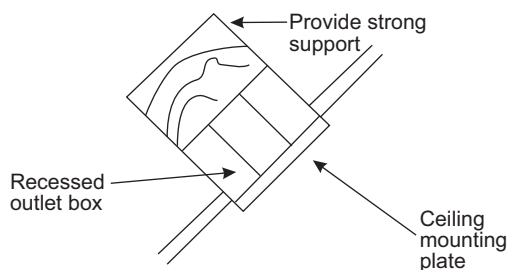
**Note:** You may need a longer downrod to maintain proper blade clearance when installing on a steep, sloped ceiling. (Fig. 3)



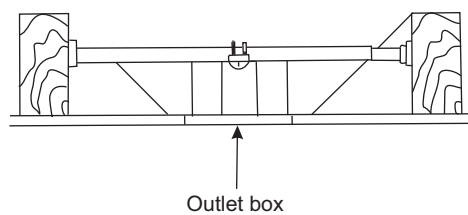
**Figure 1**



**Figure 2**



**Figure 3**



**Figure 4**

## 5. HANGING THE FAN

**REMEMBER** to turn off the power. Follow the steps below to hang your fan properly:

**Step 1.** Remove the decorative canopy bottom cover from the canopy by turning the cover counter clockwise. (Fig. 5)

**Step 2.** Remove the hanger bracket from the canopy by removing the 1 of 2 screws from the bottom of the hanger bracket and loosening the other one a half turn from the screw head. Next, turn the canopy counter clockwise to removing the hanger bracket from the canopy. (Fig. 5)

**Step 3.** Pass the 120-volt supply wires through the center hole in the ceiling hanger bracket as shown in Fig. 6.

**Step 4.** Secure the hanger bracket to the ceiling outlet box with the screws and washers provided with your outlet box.

**Step 5.** Remove the hanger pin, lock pin and set screws from the top of the motor assembly.

**Step 6.** Route wires exiting from the top of the fan motor through the collar cover, canopy cover, canopy and then through the ball / downrod. (Fig. 7)

**Step 7.** Align the holes at the bottom of the downrod with the holes in the collar on top of the motor housing (Fig.7). Carefully insert the hanger pin through the holes in the collar and downrod. Be careful not to jam the pin against the wiring inside the downrod. Insert the locking pin through the hole near the end of the hanger pin until it snaps into its locked position, as noted in the circle inset of Fig. 7.

**Step 8.** Tighten two set screws on top of the fan motor firmly. (Fig. 7)

**Step 9.** Place the downrod ball into the hanger bracket socket. (Fig. 8)

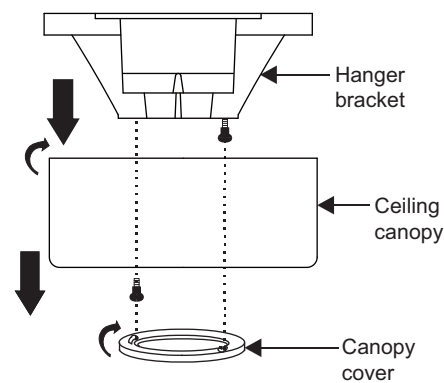


Figure 5

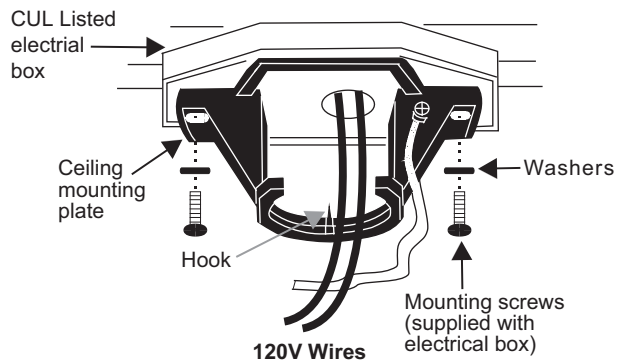


Figure 6

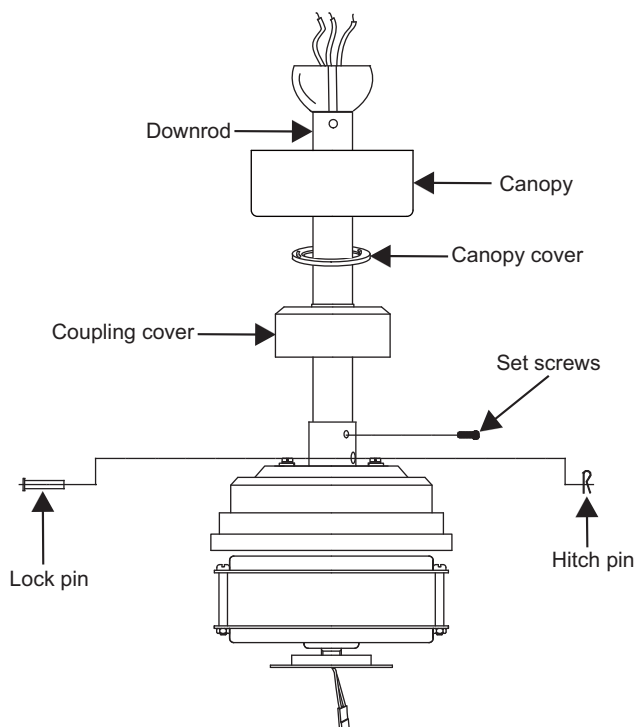


Figure 7

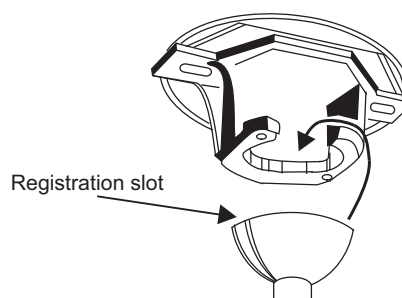


Figure 8

## 6. INSTALLATION OF SAFETY SUPPORT

An additional safety support is provided to prevent the fan from falling. Secure the safety cable to the ceiling joist with screw and washer, as illustrated in Figure 9.

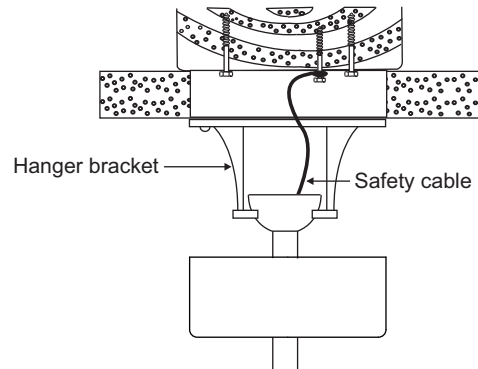


Figure 9

## 7. MAKE THE ELECTRICAL CONNECTIONS

**WARNING:** To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring.

**Step 1.** Motor to House Supply Wires Electrical Connections: Connect the WHITE wire (Neutral) from the outlet box to the WHITE wire marked "AC in N" from the motor. (Fig. 10)

**Step 2.** Connect the BLACK wire (Hot) from the outlet box to the BLACK wire marked "AC in L" from the motor. (Fig. 10)

**Step 3.** (Figure 10) If your outlet box has a ground wire (green or bare copper) connect it to the fan ground wires; otherwise connect the hanging bracket ground wire to the mounting bracket. Secure the wire connection with a plastic nut provided. After connecting the wires, spread them apart so that the green and white wires are on one side of the outlet box and black and blue wires are on the other side. Carefully tuck the wire connections up into the outlet box.

**Note:** Fan must be installed at a maximum distance of 30 feet from the transmitting unit for proper signal transmission between the transmitting unit and the fan's receiving unit.

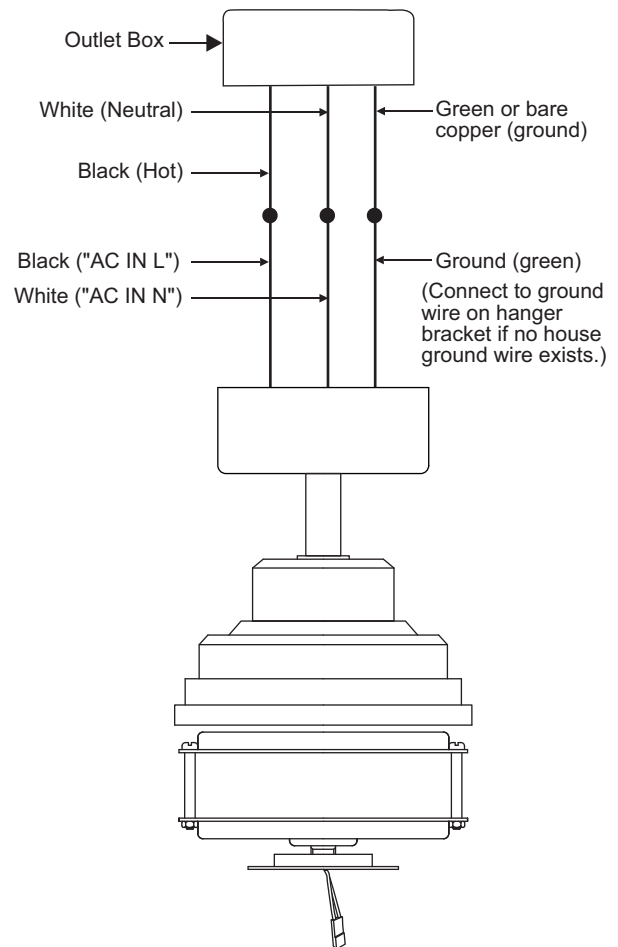


Figure 10

## 8. FINISHING THE INSTALLATION

**Step 1.** Tuck connections neatly into ceiling outlet box.

**Step 2.** Slide the canopy up to hanger bracket and place the key hole on the canopy over the screw on the hanger bracket, turn canopy until it locks in place at the narrow section of the key holes.

**Step 3.** Align the circular hole on canopy with the remaining hole on the hanger bracket, secure by tightening the two set screws.

**Note:** Adjust the canopy screws as necessary until the canopy and canopy cover are snug. (Fig. 11)

**Warning:** Make sure tab at bottom of hanger bracket is properly seated in groove of hanger ball before attaching canopy to bracket. Failure to properly seat tab in groove could cause damage to electrical wiring.

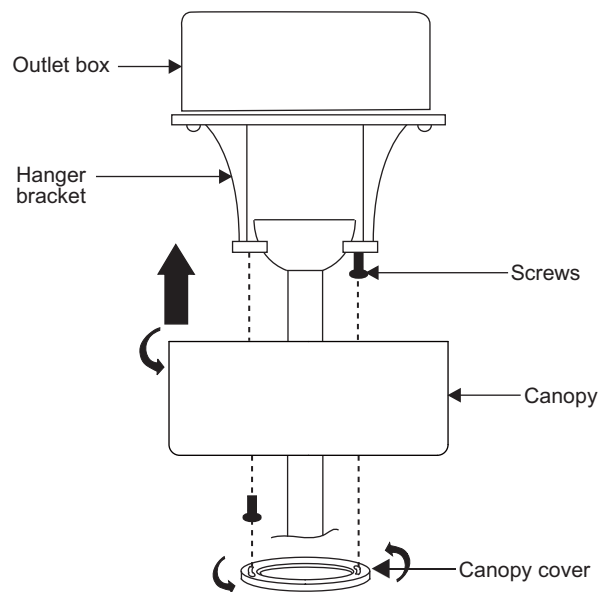


Figure 11

## 9. ATTACHING THE FAN BLADES

**Step 1.** Align the holes from the blade to the holes from the motor, and secure the blade in place with screws, washers and lock washers provided. (Fig. 12)

**Step 2.** Repeat this process to attach the other blades.

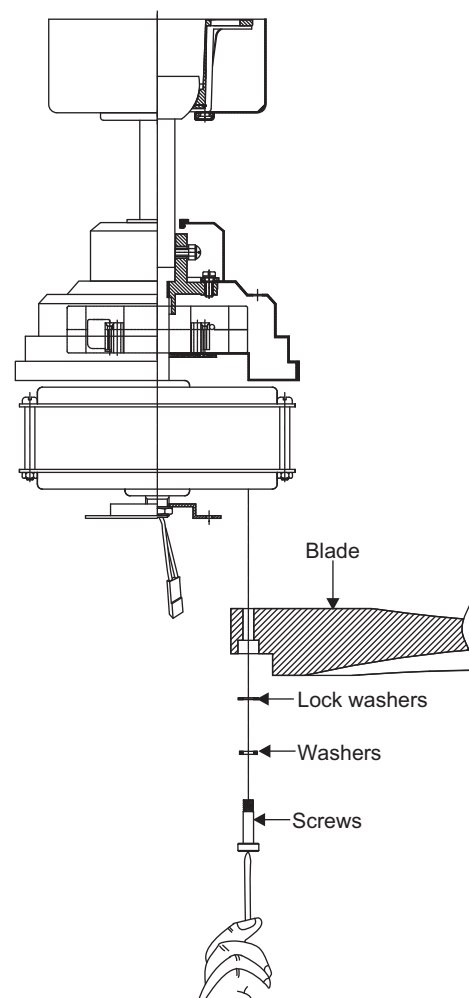


Figure 12

## 10. INSTALLING THE MOUNTING PLATE

**Step 1.** Remove the light shade from the LED light kit assembly. (Fig. 13)

**Step 2.** Remove the LED light kit from the mounting plate. (Fig. 14)

**Step 3.** Remove the 1 of 3 screws from the mounting ring and loosen the other 2 screws. (Do not remove) (Fig. 15)

**Step 4.** Place the key holes on the mounting plate over the 2 screws previously loosened from the mounting ring, turn mounting plate until it locks in place at the narrow section of the key holes. Secure by tightening the 2 screws previously loosened and the one previously removed. (Fig. 15)

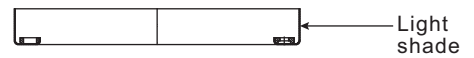
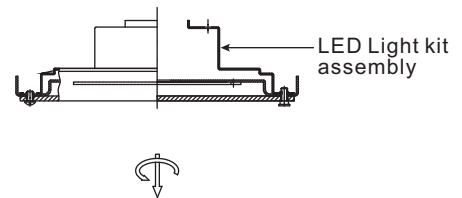


Figure 13

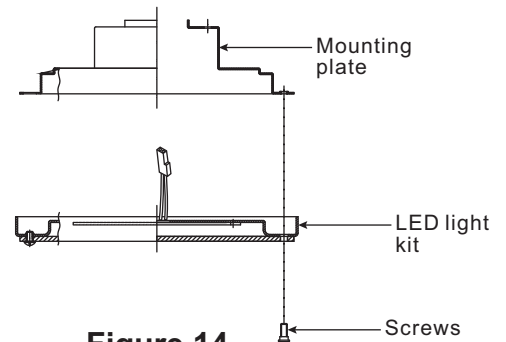


Figure 14

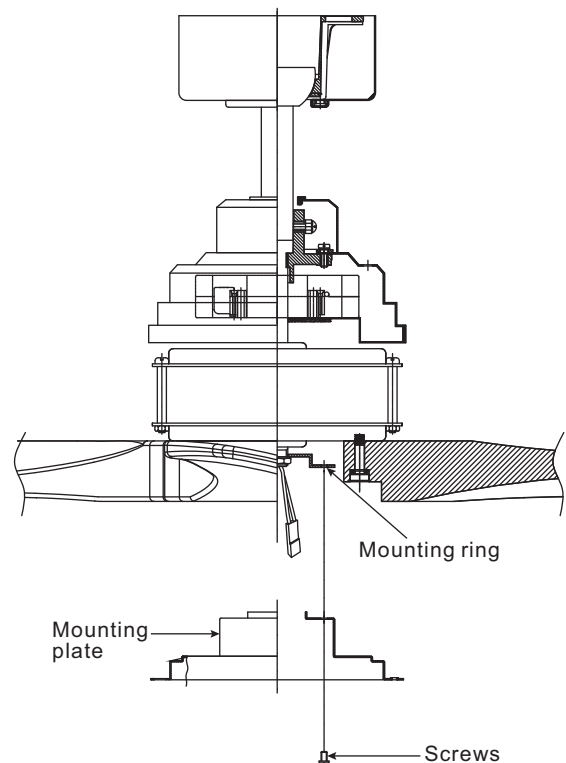


Figure 15



# 11. INSTALLING THE LED LIGHT KIT & LIGHT SHADE

**NOTE:** Before starting installation, disconnect the power by turning off the circuit breaker or removing the fuse at fuse box. Turning power off using the fan switch is not sufficient to prevent electric shock.

**Step 1.** Remove the 1 of 3 screws from the posts of the mounting plate and keep it for future use. Loosen the other 2 screws. (Do not remove) (Fig. 16)

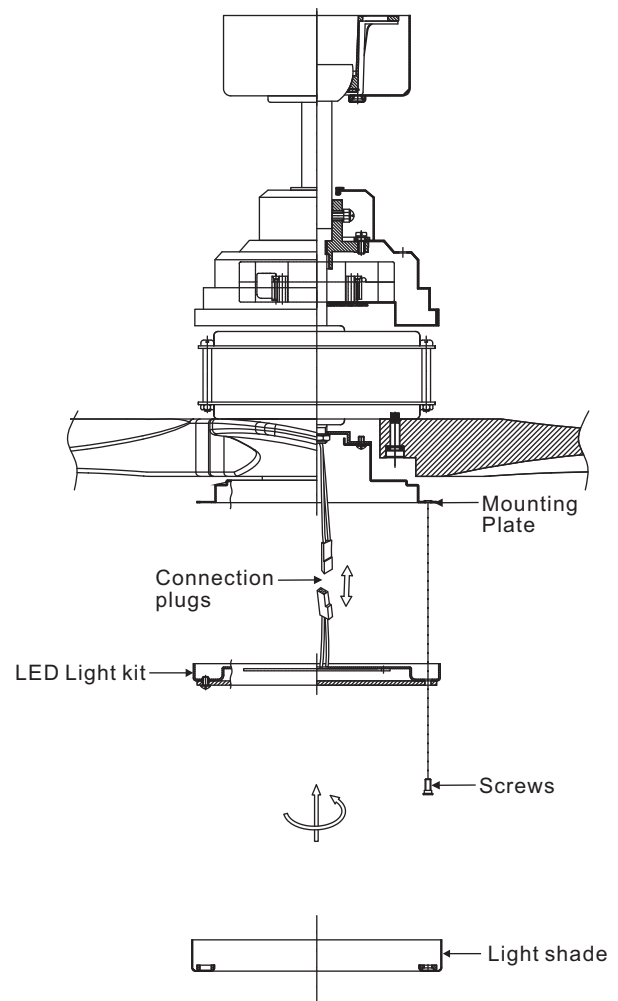
**Step 2.** While holding the LED light kit under your fan, make the polarized plug connections:  
- Red to white  
- Black to black

**Step 3.** Place the key holes in the LED light kit over the two screws previously loosened from the mounting plate. Turn the LED light kit until the LED light kit locks in place at the narrow section of the key holes. (Fig. 16)

**Step 4.** Securely tighten the two light kit mounting screws previously loosened and the one previously removed. (Fig. 16)

**Step 5.** Raise light shade up against the LED light kit, and secure it to fan by turning light shade clockwise until snug. DO NOT OVERTIGHTEN. (Fig. 16)

**NOTE:** The metal cover included with your fan is an option to replace the glass for the light in the event that you prefer not to use the light feature of your fan. The metal cover is not necessary for the light operation; it can be saved for later use if desired.



**Figure 16**

## 12. OPERATING INSTRUCTIONS

Insert the 3 volt battery (included) and make sure the battery is properly seated with the Positive + sign facing up. (Fig. 17)


Your DC motor is equipped with an auto learning type of remote control. There are no frequency switches on the receiver unit, the receiver will automatically learn the frequency from the remote control during the pairing process.


The remote control unit has frequency settings that can be changed. The frequency settings on the remote control should only be changed if your fan experiences interference or if a second or more fans with the same type of control system are installed in the same structure. (Fig. 17)

**ON/DIM Switch:** The ON position is to be used for a light kit with CFL bulbs, the DIM position is to be used for all other dimmable style bulbs. (Fig. 17)

Restore power to ceiling fan and test for proper operation. (Fig. 18)

- A. **+** button:  
Increase fan speed ( 6 speed max.)
- B. **-** button:  
Decrease fan speed (1 speed minimal)
- C. **●●●●●●** 6 SPEED LED indicators:  
Pressing and holding the + button will increase the fan speed automatically through the speed settings and the increments will be denoted on the LED indicators.
  - = minimum speed
  - = low speed
  - = medium low speed
  - = medium speed
  - = medium high speed
  - = high speed
- D. **MAX** button:  
Maximum (6 speed).
- E. **■** fan off/set buton:  
This button turns the fan off.

F. The " " button is used to set the fan forward or reverse, press the button forward (for warm weather) or reverse (for cool weather).

G.  button:  
This button controls the light. Press and release the button to turn the light ON or OFF. Press and hold the button to set the desired brightness. The light key has an auto-resume, it will stay at the same brightness as the last time it was turned off.

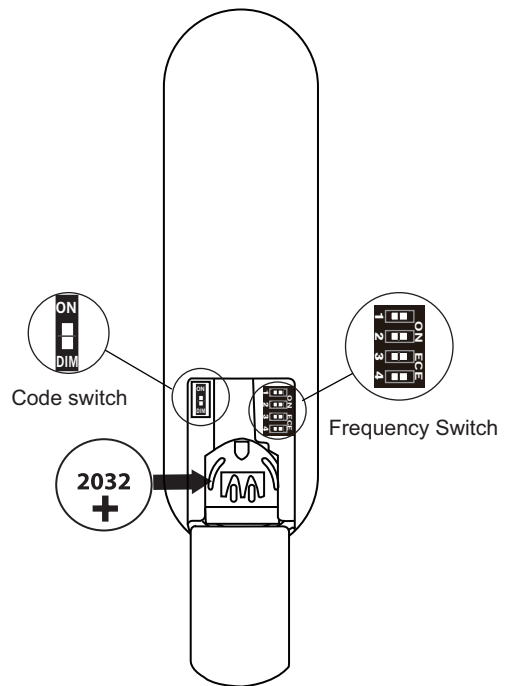


Figure 17

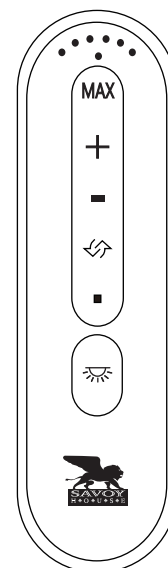


Figure 18

## Pairing Process:

The auto-learning process will only initiate within the first 60 seconds of supplying power to the fan.

Beginning with the fans power off, restore power to the fan. Press and hold the "Fan Off/Set" ■ button for 6 seconds and release. If the optional light kit is installed, the light will blink twice. Once the receiver has detected the frequency, the fan will automatically begin a self-calibration process. The fan will begin to operate and rotate in the counter-clockwise direction on the highest RPM for 3 minutes. When the counter-clockwise rotation has finished, the fan will reverse and rotate in the clockwise position on the highest RPM for 3 minutes. The fan will stop rotating once the self-calibration process is complete. The total self-calibration process will last approximately 6 minutes. During the self-calibration process the remote control will not function and no buttons should be pressed.

## Pairing Process for Multiple Fans:

Select the desired frequency setting from the back of the remote control. (Fig 19) You change the frequency setting by arranging the small switches numbered 1 through 4 in the up or down position making 16 different frequencies or combinations possible. Anytime you change the frequency for a fan you must complete the pairing process as described above.

Beginning with the power off to all fans, restore power to the first fan. Select the desired frequency setting. Complete the pairing process as described above. Test the fan for proper operation.

Restore power to the second fan. Select the desired frequency setting. Complete the pairing process as described above. Test the fan for proper operation.

Repeat this process until all fans have been paired.

This receiver provides the following protective function:

1. Lock Rotor Position: The DC motor has a built-in safety against a stalled or locked rotor condition (stalled blade rotation). If there is an obstruction or fault with the motor, the current monitoring function will automatically turn power off to the motor after 30 seconds. Remove the obstruction and turn the AC power off. Restore power and re-start fan motor.
2. Over 80W protection: When the receiver detects motor power consumption which is greater than 80W, the receiver power will be stopped and operation will immediately discontinue. Wait for 5 seconds and then turn the receiver power back on.

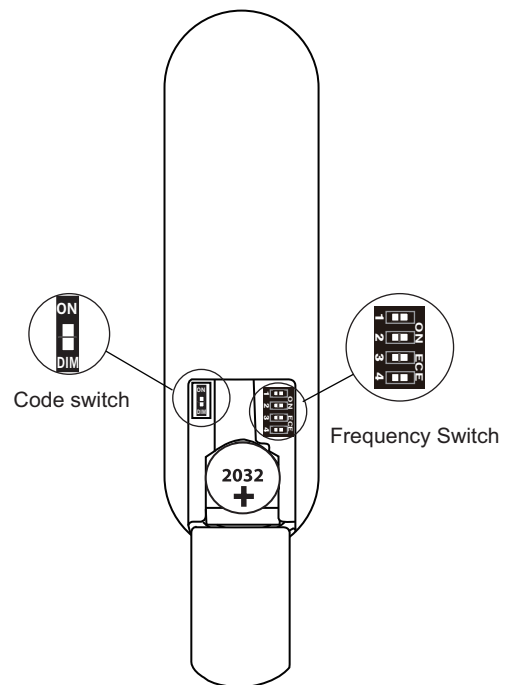


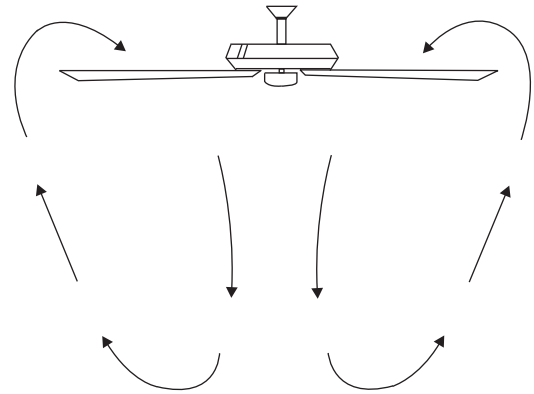
Figure 19

Speed settings for warm or cool weather depend on factors such as the room size. Ceiling height, number of fans and so on.

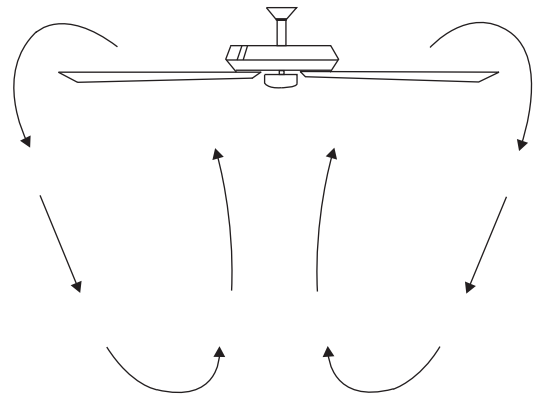
**NOTE:** To operate the reverse function on this fan, press the reverse button while the fan is running.

Warm weather - (Forward) A downward airflow creates a cooling effect as shown in Fig. 20. This allows you to set your air conditioner on a warmer setting without affecting your comfort.

Cool weather - (Reverse) An upward airflow moves warm air off the ceiling area as shown in Fig. 21. This allows you to set your heating unit on a cooler setting without affecting your comfort.



**Figure 20**



**Figure 21**

## 13. CARE OF YOUR FAN

Here are some suggestions to help you maintain your fan

1. Because of the fan's natural movement, some connections may become loose. Check the support connections, brackets, and blade attachments twice a year. Make sure they are secure. (It is not necessary to remove fan from ceiling.)
2. Clean your fan periodically to help maintain its new appearance over the years. Use only a soft brush or lint-free cloth to avoid scratching the finish. The plating is sealed with a lacquer to minimize discoloration or tarnishing. Do not use water when cleaning. This could damage the motor, or the wood, or possibly cause an electrical shock.
3. You can apply a light coat of furniture polish to the wood blades for additional protection and enhanced beauty. Cover small scratches with a light application of shoe polish.
4. There is no need to oil your fan. The motor has permanently lubricated bearings.

### **IMPORTANT**

MAKE SURE THE POWER IS OFF AT THE ELECTRICAL PANEL BOX BEFORE YOU ATTEMPT ANY REPAIRS. REFER TO THE SECTION "MAKING ELECTRICAL CONNECTIONS".

# 14. TROUBLESHOOTING

<b>Problem</b>	<b>Solution</b>
Fan will not start.	<ol style="list-style-type: none"><li>1. Check circuit fuses or breakers.</li><li>2. Check line wire connections to the fan and switch wire connections in the switch housing. <b>CAUTION:</b> Make sure main power is off.</li><li>3. Check to make sure the dip switches from the transmitter and receiver are set to the same frequency.</li></ol>
Fan sounds noisy.	<ol style="list-style-type: none"><li>1. Make sure all motor housing screws are snug.</li><li>2. Make sure the screws that attach the fan blade bracket to the motor hub is tight.</li><li>3. Make sure wire nut connections are not rubbing against each other or the interior wall of the switch housing. <b>CAUTION:</b> Make sure main power is off.</li><li>4. Allow a 24-hour "breaking-in" period. Most noise associated with a new fan disappear during this time.</li><li>5. If using an optional light kit, make sure the screws securing the glassware are tight. Check that light bulb is also secure.</li><li>6. Do not connect the fan with wall mounted variable speed control (s).</li><li>7. Make sure the upper canopy is a short distance from the ceiling. It should not touch the ceiling.</li></ol>
Remote control malfunction.	<ol style="list-style-type: none"><li>1. Do not connect the fan with wall mounted variable speed control (s).</li><li>2. Make sure the dip switches are set correctly.</li></ol>
Fan wobble.	<ol style="list-style-type: none"><li>1. Check that all blade and blade arm screws are secure.</li><li>2. Most fan wobbling problems are caused when blade levels are unequal. Check this level by selecting a point on the ceiling above the tip of one of the blades. Measure this distance. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. The distance deviation should be equal within 1/8".</li><li>3. Use the enclosed Blade Balancing Kit if the blade wobble is still noticeable.</li><li>4. If the blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.</li></ol> <p><b>WARNING:</b> To reduce the risk of personal injury, do not bend the blade arm while installing, balancing the blades, or cleaning the fan. Do not insert foreign objects between rotating fan blades.</p>