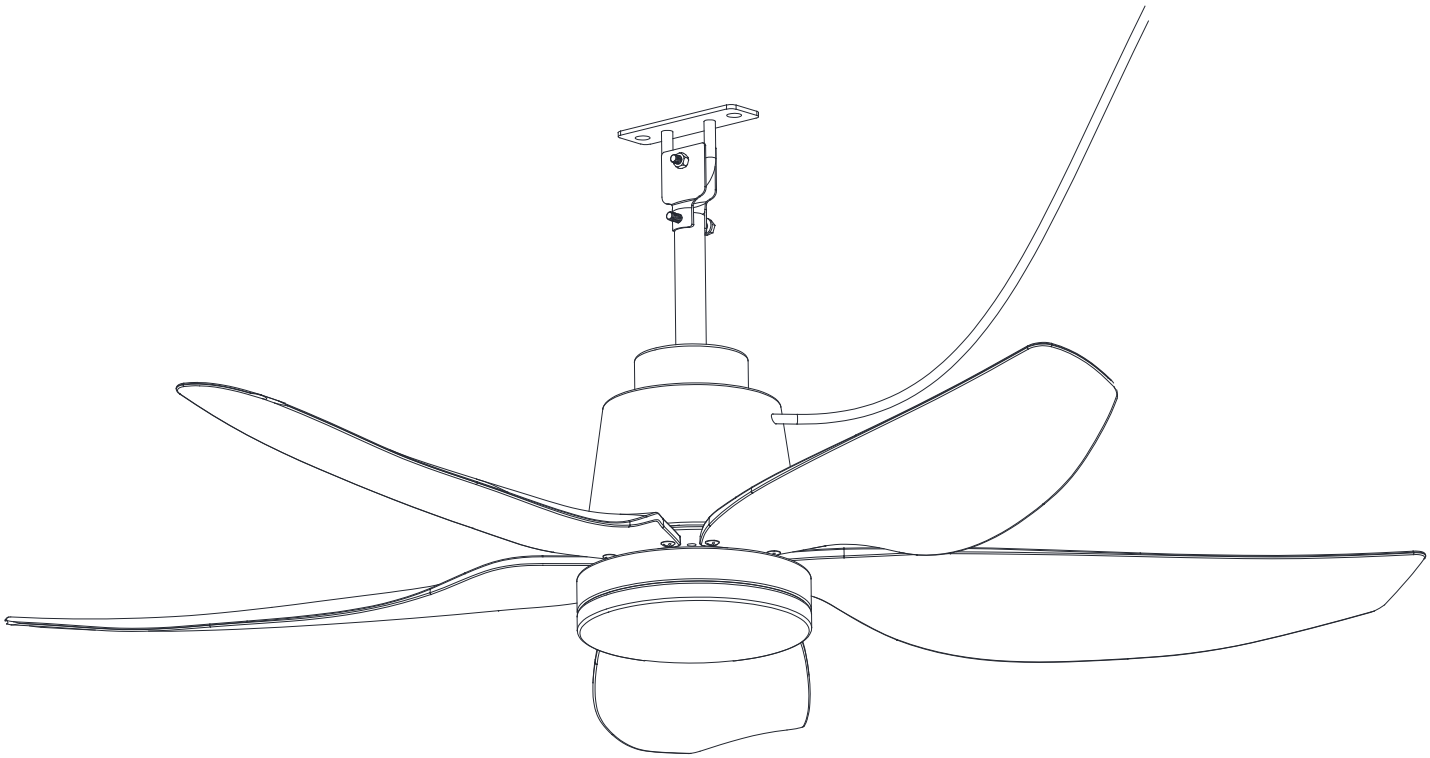
INSTALLATION & USER MANUAL

CEILING FAN WITH LINGHT



Item:39002-BK and 39003-BK

Customer Service:support@ceilingfanhelp.com

Table of Contents

Table of Contents.....2
Safety Information.....2
Dimension Reference.....3
Hardware Included.....3
Fan Parts Included.....3
Exploded View.....4
Installation Instructions - - - - - - - - - - - - - - - - 5-9
Troubleshooting Guide - - - - - - - - - - - - - - - - - - 10

Safety Information

READ AND SAVE THESE INSTRUCTIONS.

1. To reduce the risk of electric shock, ensure electricity has been turned off at the circuit breaker or fuse box before you begin.

2. All wiring must be in accordance with the National Electrical Code “ANSI/NFPA 70” and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.

3. Make sure the outlet box and its support structure are securely mounted and rated to safely support a fan weighing up to 35 lbs (15.9 kg). Use only UL-listed outlet boxes that are clearly marked “Acceptable for Fan Support of 35 lbs (15.9 kg) or less.” If you are unsure about safety or compatibility, please consult a qualified electrician.

4. Make sure that your installation site will not allow rotating fan blades to come in contact with any object. Blades should be at least 7 feet from floor.

5. Do not place objects in the path of the blades.

6. To clean the fixture ,turn off the power, wait for it to cool, and wipe the fixture with a clean dry, soft cloth.

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 one side of the outlet box and ungrounded conductor on the other side of the outlet box.

8. All screws must be checked and retightened where necessary before installation.

WARNING: To reduce the risk of electrical shock or fire,do not use this fan with any solid-state fan speed control device. It will permanently damage the electronic circuitry.

WARNING: To reduce the risk of fire or injury, do not use this product in conjunction with any variable (rheostat) wall control.

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 objects.

WARNING: To reduce the risk of fire, electric shock or personal injury, mount to outlet box marked “acceptable for fan support of 35 lbs. (15.9 Kg) or less” and use screws provided with the outlet box.

WARNING: To avoid possible electrical shock, turn the electricity off at the main fuse box before wiring.

WARNING:To reduce the risk of electrical shock, this fan should not be installed with an isolating wall control or switch, as it may cause incompatibility issues.

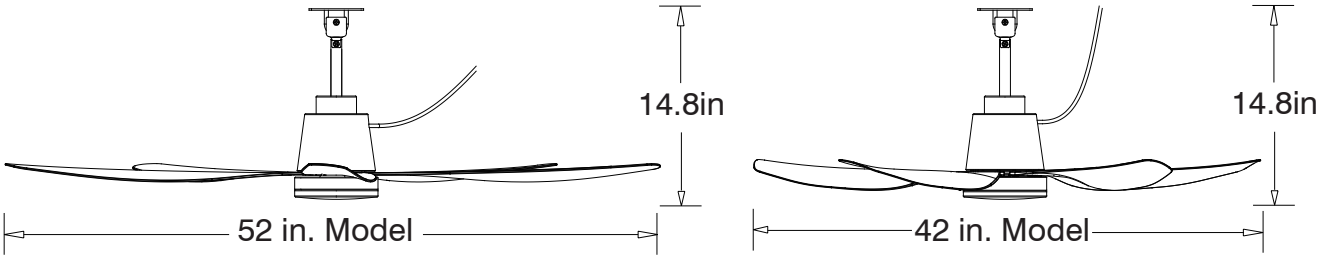
CAUTION: To reduce the risk of personal injury, use only the screws provided with the outlet box.

CAUTION: Please use carefully when working around or cleaning the fan to avoid injury or damage to the fan.

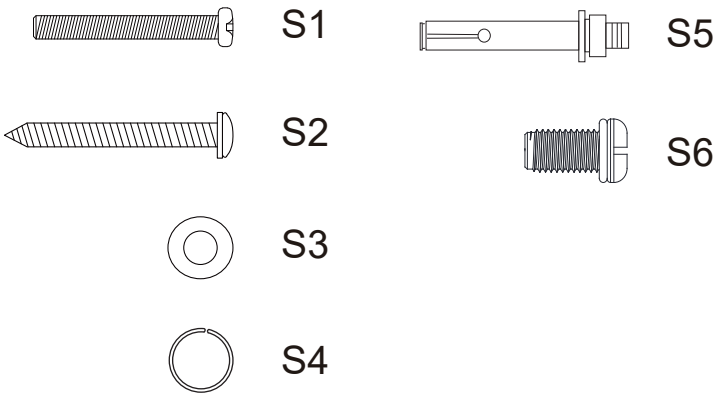
CAUTION: The fan must be mounted with a minimum of 7 ft (2.1 m) clearance from the trailing edge of the blades to the floor.

CAUTION: Changes or modifications not expressly approved by the party responsible for compliance could void the user’s authority to operate the equipment.

Dimension Reference

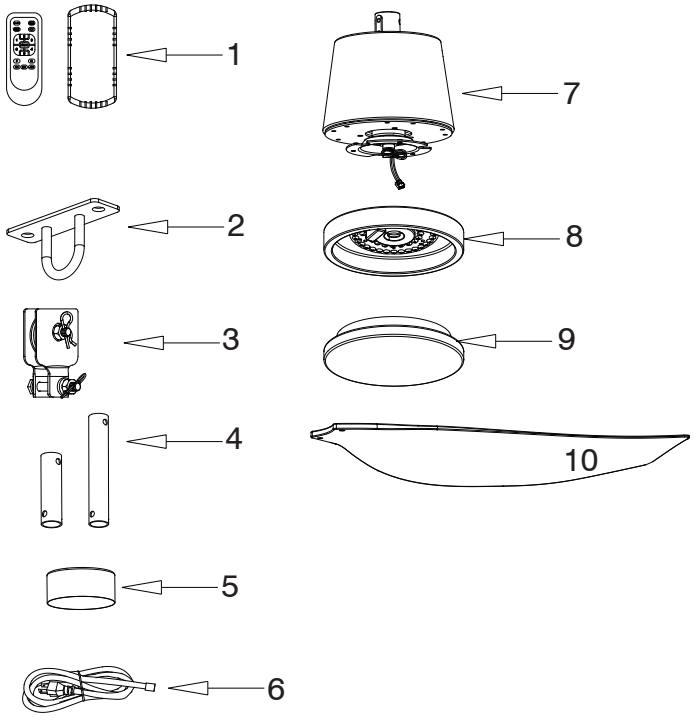


Hardware Included



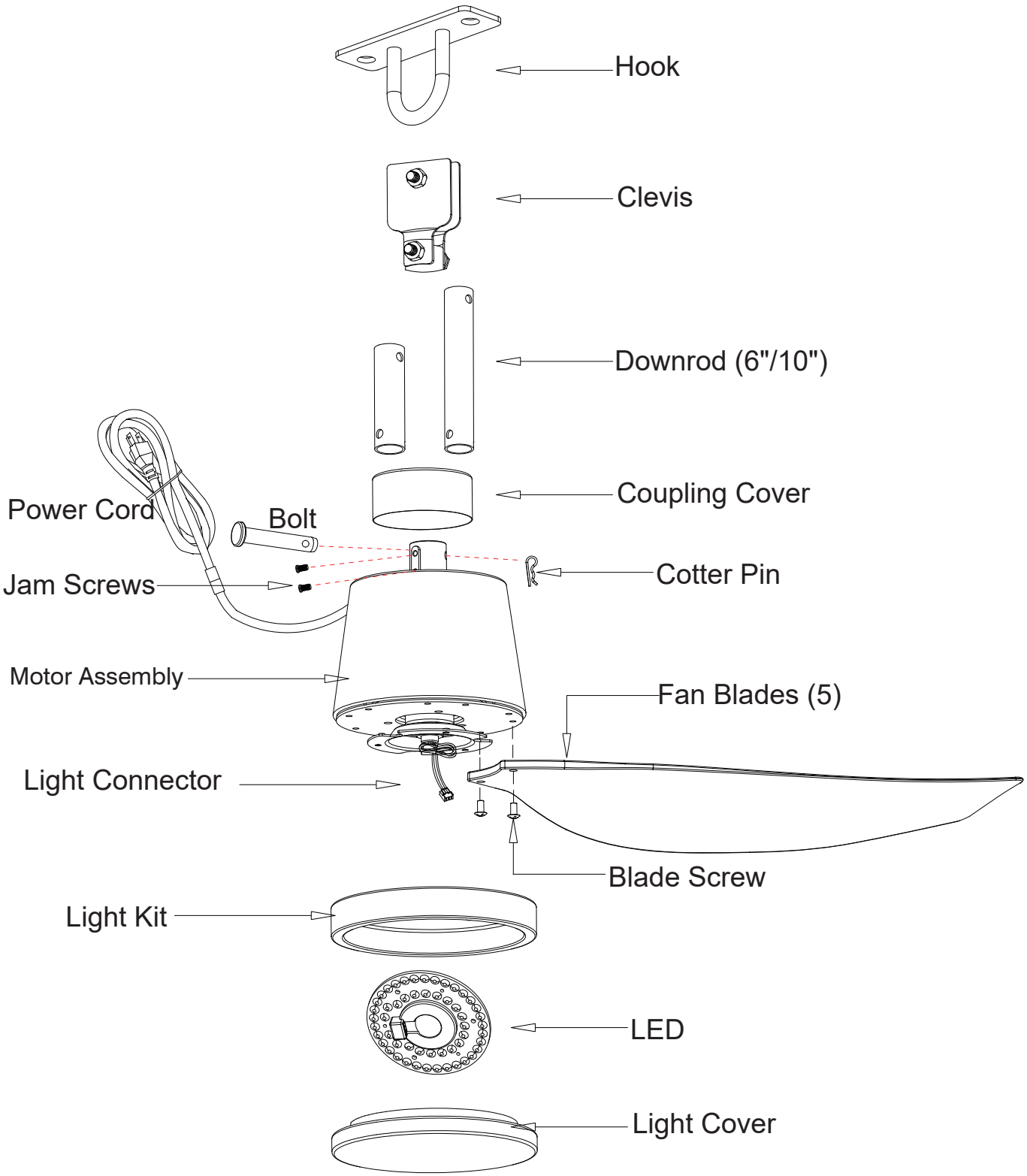
Hardware Package	Quantity
S1. J-box screw	2
S2. Self-tapping screw	4
S3. Washer	4
S4. Spring washer	4
S5. Expansion screw	2
S6. Fan Blade Screw	1

Fan Parts Included



Item Name	Quantity
1.Remote Control & Holder	1
2.Hook	1
3.Clevis	1
4.Downrods (6 in. & 10 in.)	2
5.Coupling Cover	1
6.Power Cord	1
7.Motor Assembly	1
8.LED Light Kit	1
9.Light Cover	1
10.Fan Blades	5

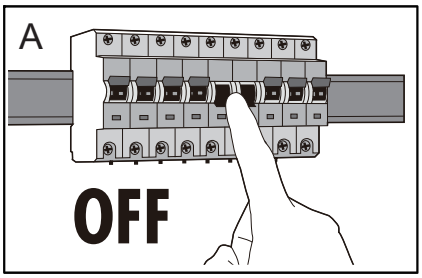
Exploded View

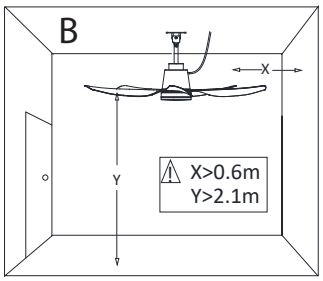


Installation Instructions

Step1 Before you start

- A.Turn off the power at the circuit breaker before installation.
- B.Ensure the fan is installed with a minimum clearance of 0.6 m from walls and 2.1 m above the floor.

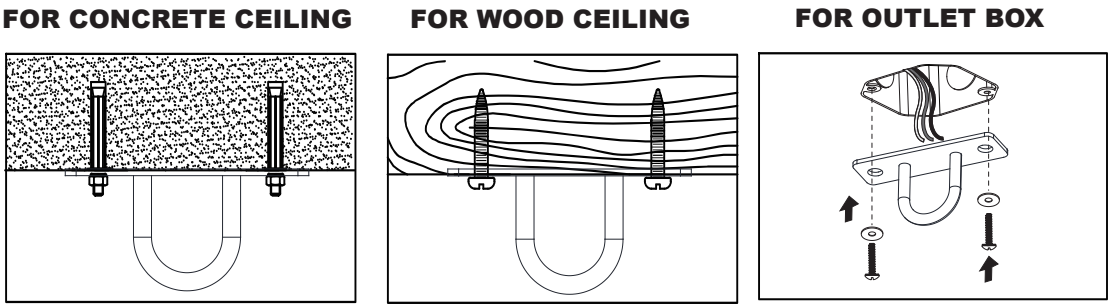




Step2 Installing the hook

- Choose the appropriate mounting hardware based on your ceiling material· .

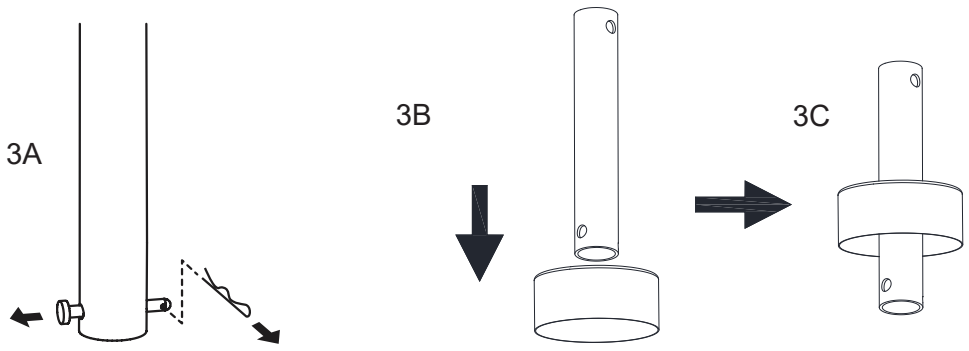
Fig.2



Step3 Install the Downrod and Coupling Cover

- 3A:Loosen the Jam Screw at the yoke of the downrod assembly.
- 3B:Slide the downrod through the coupling cover as shown.
- 3C: Slide the coupling cover onto the downrod to the position shown.

Fig.3

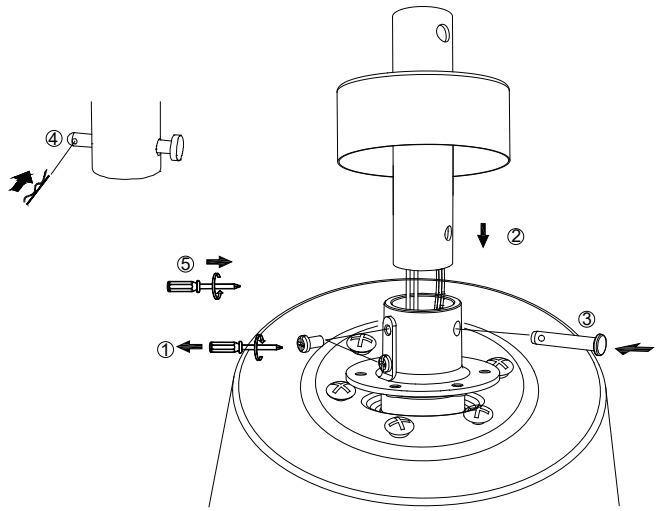


Installation Instructions

Step 4: Installing the Downrod Assembly

- Loosen the four set screws on the motor coupling (①).
- Feed the wires from the motor assembly up through the downrod (②).
- Insert the bolt through the aligned holes in the motor coupling and downrod (③).
- Secure the bolt by inserting the cotter pin through the hole at the end of the bolt (④).
- Tighten the set screws securely to lock the downrod in place (⑤).
- CAUTION: To ensure wobble-free operation and prevent damage to the fan, make sure the downrod is securely installed and all set screws are fully tightened.

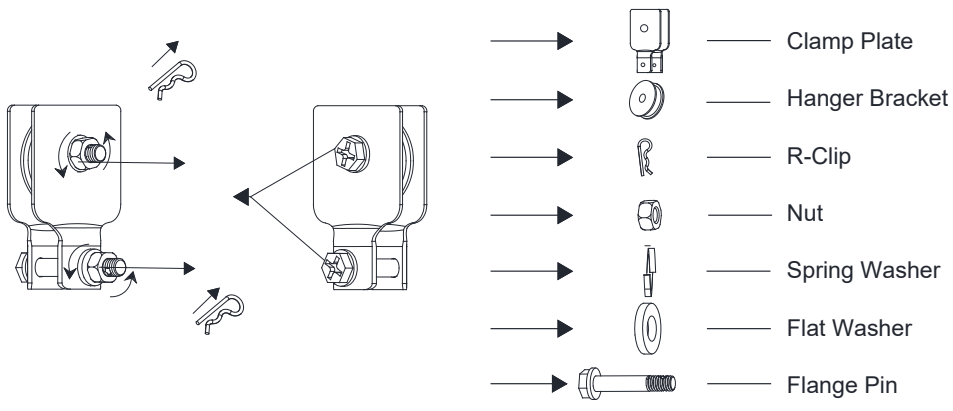
Fig.4



Step 5: Disassembling the Clevis Assembly

- Disassemble the clevis assembly as shown and set all components aside for reassembly.

Fig.5



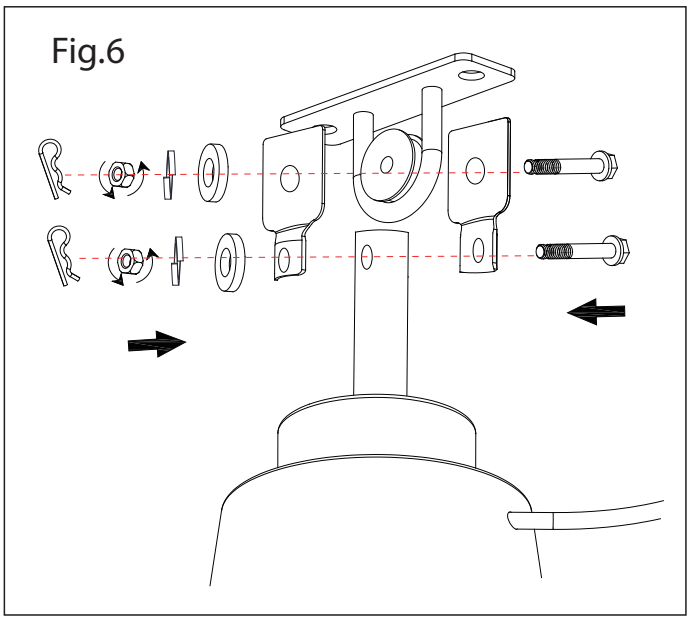
Installation Instructions

Step 6: Installing the Clevis Assembly

- Using the components removed in Step 5, reassemble the clevis assembly to connect the downrod to the hook, as shown in Fig. 6.

CAUTION: Make sure all pins, washers, nuts, and clips are securely installed before proceeding.

Fig.6



Step 7: Installing the Fan Blades and Light Kit

- Attach each fan blade to the motor assembly using the provided blade screws (Fig. 7-1).

CAUTION: To ensure proper balance, do not fully tighten the blade screws until all fan blades have been installed.

- Connect the light kit connector to the matching connector from the motor assembly.
- Attach the light kit to the mounting plate and secure it with the provided screws (Fig. 7-2).

CAUTION: Make sure all electrical connectors are fully connected before installing the light kit.

Fig.7-1

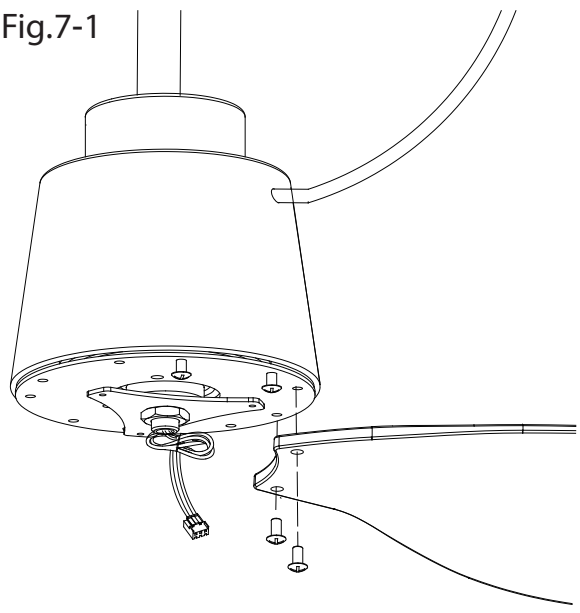
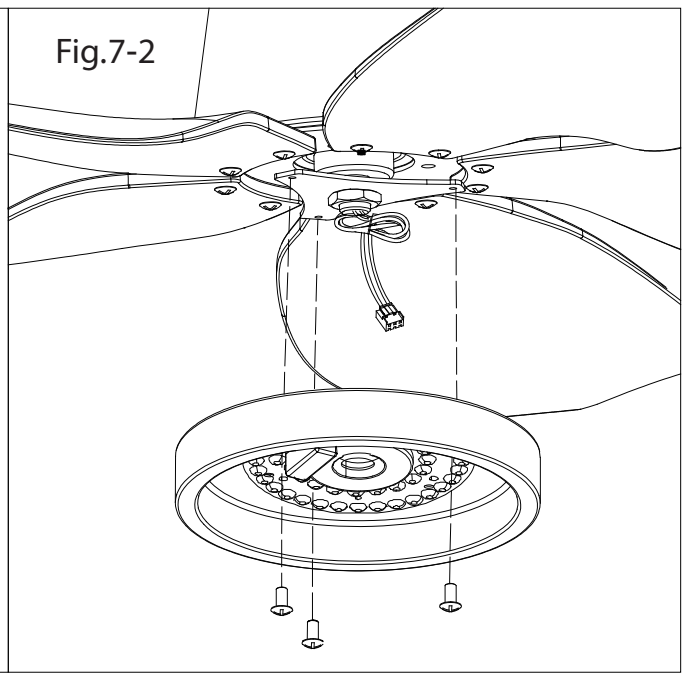


Fig.7-2



Installation Instructions

- Connect the light kit connector to the matching connector from the motor assembly (Fig. 7-3).
- Align the tabs on the light cover with the slots on the light kit, then rotate the light cover clockwise until it locks into place (Fig. 7-4).

Fig.7-3

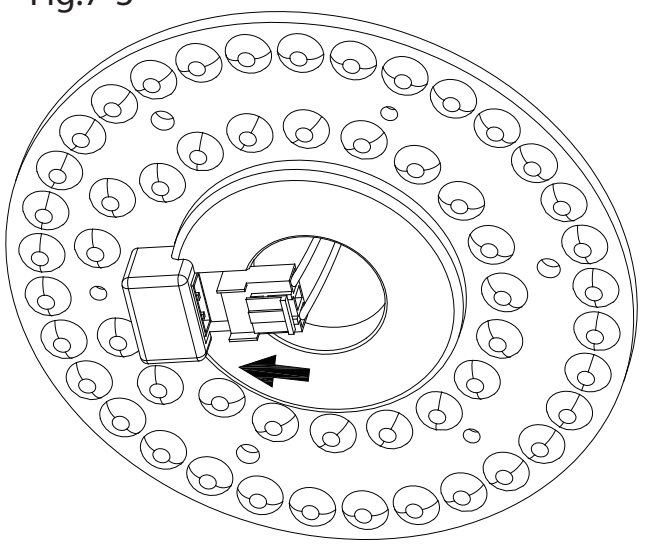
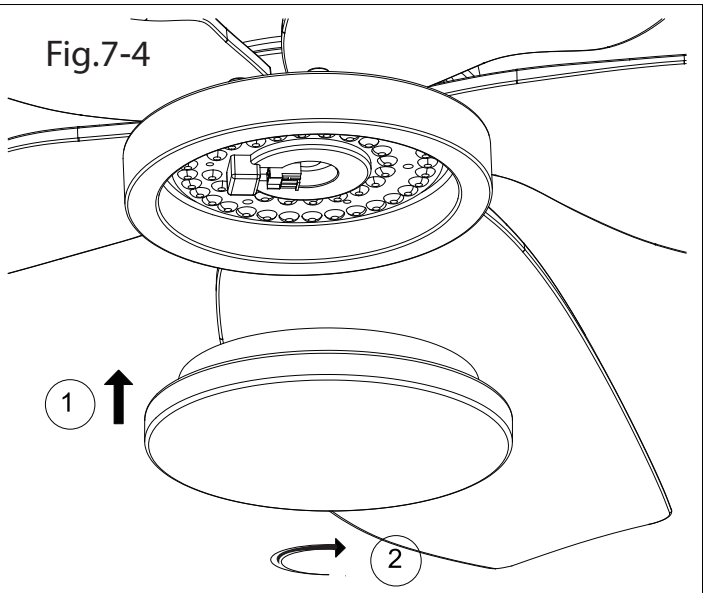


Fig.7-4

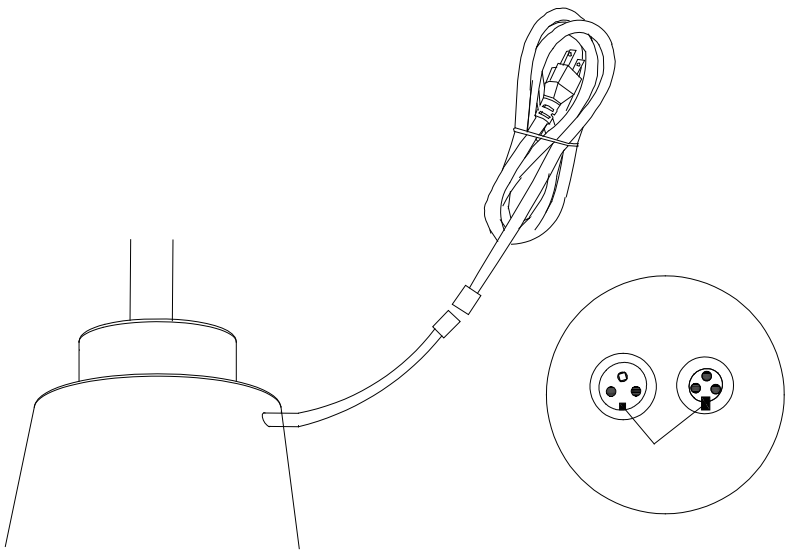


Step 8: Connecting the Waterproof Connector

- Align the waterproof connector from the fan with the matching connector on the power cord, then push the connectors together firmly until fully seated (Fig. 8).

CAUTION: Make sure the waterproof connector is fully seated to help maintain a secure, weather-resistant connection.

Fig.8

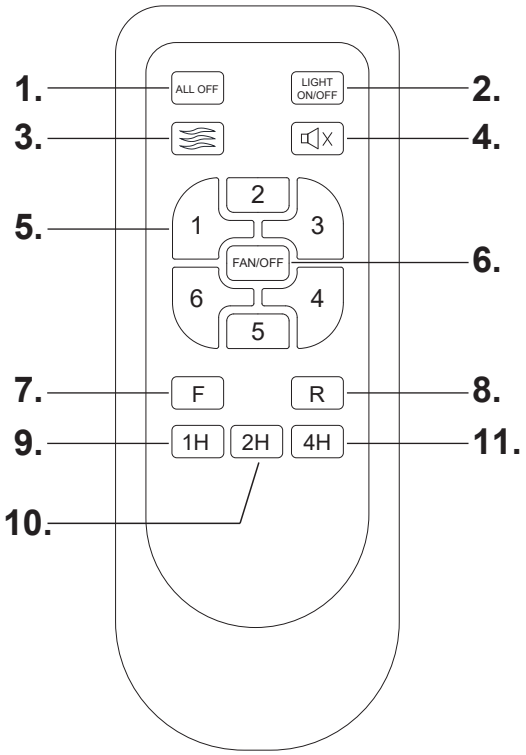


Installation Instructions

Remote Control Functions

Open the battery compartment on the back of the remote control and install two AAA (1.5 V) batteries. Batteries are not included.

1. Fan & Light Off
2. Light On/Off
3. Natural Breeze
4. Buzzer On/Off
5. Fan Speed (1–6)
6. Fan Off
7. Forward Rotation
8. Reverse Rotation
9. 1-Hour Timer
10. 2-Hour Timer
11. 4-Hour Timer



Remote Pairing

After turning on the power, within 5 seconds, press and hold the Fan Off button on the remote control. Release the button when you hear a beep. The remote is now successfully paired with the fan.

Buzzer On/Off

After turning on the power, press and hold the Buzzer button on the remote control. Release the button after you hear a beep. The button sounds will then be turned off.

To turn the button sounds back on, turn the power off and then back on, and repeat the steps above.

Troubleshooting

If the remote control does not operate the fan, make sure the batteries are installed correctly with the proper polarity (+/–), have sufficient power, and are making good contact with the battery terminals.

If the remote control does not operate the fan properly, check for other remote-controlled devices nearby. Devices operating on the same frequency may cause signal interference.

Remove the batteries from the remote control if it will not be used for an extended period.

Troubleshooting Guide

If you experience difficulty operating your ceiling fan, the issue may be caused by incorrect assembly, installation, or wiring.In some cases these installation errors may be mistaken for defects. If you experience any faults pleasecheck this troubleshooting guide.

	Problem	Suggested Remedy
1	If fan does not start.	□ Check the main and branch circuit fuses or breakers. □ Check the line wire connections to the fan and switch wire connections in the switch housing. □ Check the batteries in the remote control. □ Ensure you are in the normal range of 10-20 feet.
2	If fan sounds noisy.	□ Ensure all motor housing screws are snug. □ Ensure the screws that attach the fan blade bracket to the motor hub are tight. □ Ensure the wire nut connections are not rattling against each other or the interior wall of the switch housing. □ Observe the fan for 24 hours after installation. Most noises associated with a new fan disappear during this time. □ Make sure the light kit and light cover are securely installed. □ Ensure the canopy is a short distance from the ceiling. It should not touch the ceiling. □ Ensure your outlet box is secure and rubber isolator pads were used between the mounting plate and outlet box.
3	If fan wobbles.	□ Check that all blades are screwed firmly into blade holders. □ Check that all blade holders are tightened securely to motor. □ Make sure that canopy and mounting bracket are tightened securely to ceiling junction box and junction box is mounted firmly to ceiling joist. □ Most fan wobble 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 keeping measure within 1/8 in.Rotate the fan until the next blade is positioned for measurement.Repeat for each blade.If all blade levels are not equal you can adjust blade levels by the following procedure.To adjust a blade tip down insert a washer(not supplied)between the blade and blade holder at the screw closest to the motor.To adjust a blade tip up insert washer(not supplied)between the blade and blade holder at the two screws farthest from the motor. □ If blade wobble is still noticeable interchanging two adjacent (side by side)blades can redistribute the weight and possibly result in smoother operation.
4	If light does not work.	□ Check blue wire from fan to make sure it is connected to hot wire from the house. □ Check for loose or disconnected wires in fan switch housing. □ Check for loose or disconnected wires in light kit. □ Check for faulty light bulbs.CAUTION:Make sure main power is turned off before entering switch housing. □ If the fan light shuts off shortly after being switched on it may be due to excessive current demand.Turn off power to the fan and replace the light bulbs with lower wattage bulbs.Turn on power to the fan using the pull chain,wall switch,or remote control (whichever is installed on the particular fan).