

# CEILING FAN MANUAL

- INSTALLATION
- OPERATION
- MAINTENANCE
- WARRANTY INFORMATION



**CEILING FAN# 2572**

## **CAUTION**

**READ INSTRUCTIONS CAREFULLY FOR SAFE  
INSTALLATION AND FAN OPERATION.**

## CONGRATULATIONS ON YOUR PURCHASE

CONGRATULATIONS, on purchasing a quality ceiling fan.

## SAFETY PRECAUTIONS

The information contained in the following pages has been prepared to ensure trouble-free operation of your Ceiling Fan .

1. To ensure the successful installation be sure to read the instructions and study the diagrams thoroughly.
2. This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety.
3. Children should be supervised to ensure that they do not play with the appliance.
4. For your safety, all electrical connection and disconnection must be performed by a Licensed Electrician.
5. All electrical work should only be undertaken after disconnection of the power by removing fuses or turning off the circuit breaker to ensure all pole isolation of the electrical supply. If you are in any doubt the services of a qualified electrician should be sought to ensure that all work is carried out in accordance with the local regulations, current good practice and other national and local electrical codes.
6. Make sure that your installation location will not allow the rotating fan blades to come into contact with any object and that there is a minimum clearance of 30cm from the blade tip to the wall or nearest object. Please note that the bigger this clearance is the better the airflow from your fan will be. Ensure the blades are mounted at a minimum height of 2.3 meters from the floor when the fan is installed.
7. The fixing point for the fan must be able to support a weight of at least 30kg. If you are mounting the fan to a ceiling junction box, the box and it's fixing must be able to support the moving weight of the fan and must not twist or work loose.
8. The fan must be earthed.
9. Do not connect the fan motor to a dimmer switch. This may give an unsatisfactory performance (motor hum) and cause damage to the motor. Only use the supplied wall controller.
10. It is not recommended that ceiling fans and gas appliances be operated in the same room at the same time.
11. The fan must be turned off and stopped completely before reversing the fan direction. This will prevent any damage to the motor of the unit or controller (if installed).
12. Do not insert anything into the fan blades while the fan is operating, as this may cause person injury, damage the blades, and upset the balance of the unit causing the unit to wobble.
13. After the fan is completely installed make sure that all connections are secured and tightened to prevent any problems.
14. Because of the fan's natural movement, some connections may loosen. Check the support connections, brackets and blade attachments twice a year to make sure they are all secured. If they are loose, tighten with a screwdriver.

**Note:** The important safeguards and instructions given in this manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and care are factors, which cannot be built into any product. The persons caring for and using the unit must supply these factors.

For installation advice, or in the unlikely event of damaged or missing parts please consult a licensed electrician.

## BEFORE INSTALLATION

Unpack the fan and carefully identify the parts. Please refer to Fig 1.

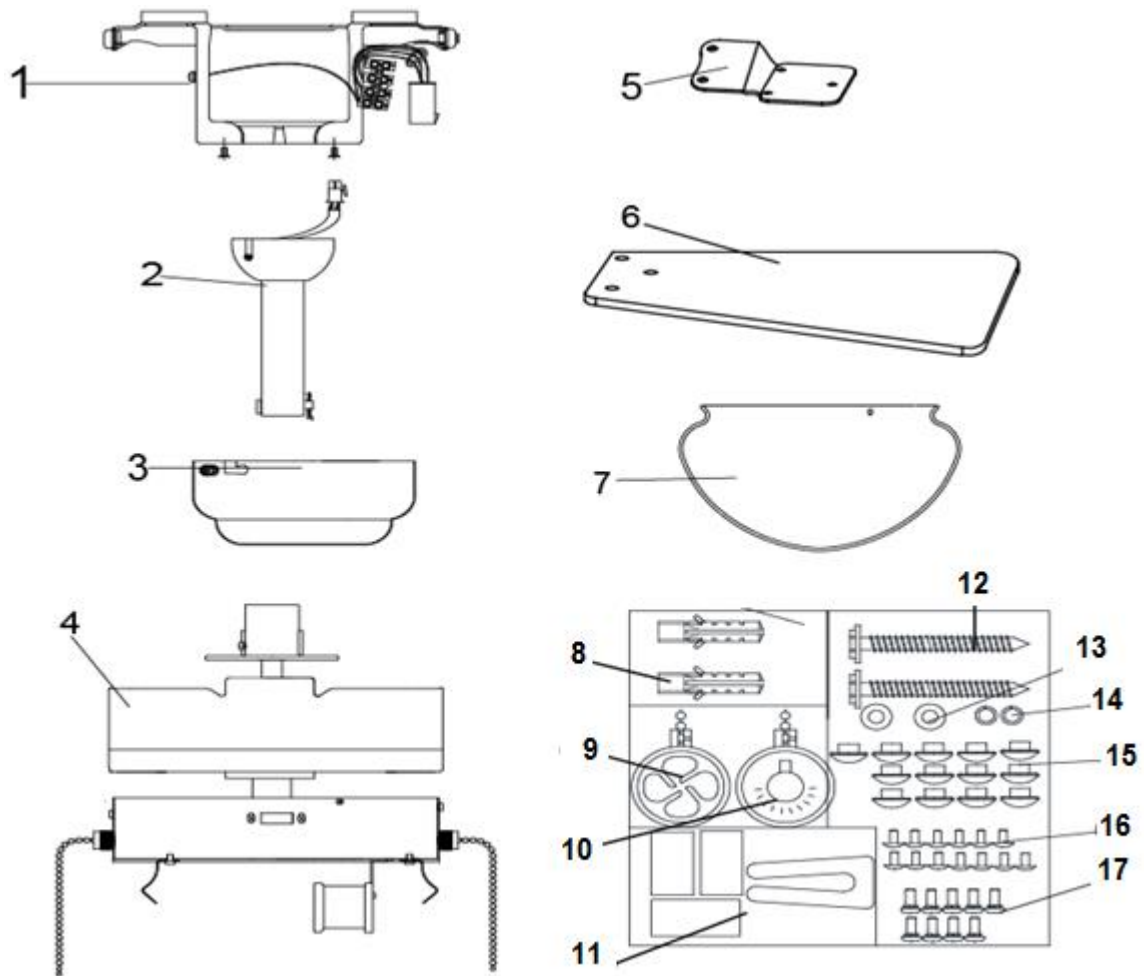


Fig. 1

- |                                     |  |
|-------------------------------------|--|
| 1. Hanger bracket (1) x 1           | 10. Pendant for light (10) x 1         |
| 2. Down rod with ball joint (2) x 1 | 11. Balance kit (11)x 1 set            |
| 3. Canopy (3) x 1                   | 12. Wooden screws (12) x 2             |
| 4. Fan motor assembly (4) x 1       | 13. Flat washers (13) x 2              |
| 5. Blade holders (5) x 4            | 14. Spring washers (14) x 2            |
| 6. Blades (6) x 4                   | 15. Blade mounting screw nuts(15) x 13 |
| 7. Glass (7) x 1                    | 16. Blade mounting screws (16) x 13    |
| 8. Wall plugs for screws (8) x 2    | 17. Motor screws (17)x 9               |
| 9. Pendant for fan (9) x 1          |  |

## INSTALLING THE MOUNTING BRACKET

- The ceiling fan must be installed in a location so that the blades are at least 300mm, from the tip of the blade, to the nearest objects or walls.
- Secure the hanging bracket to A ceiling joist or structure, that is capable of carrying a load of at least 30KG, with the two long screws provided. Ensure at least 30mm of the screw is threaded into the support.

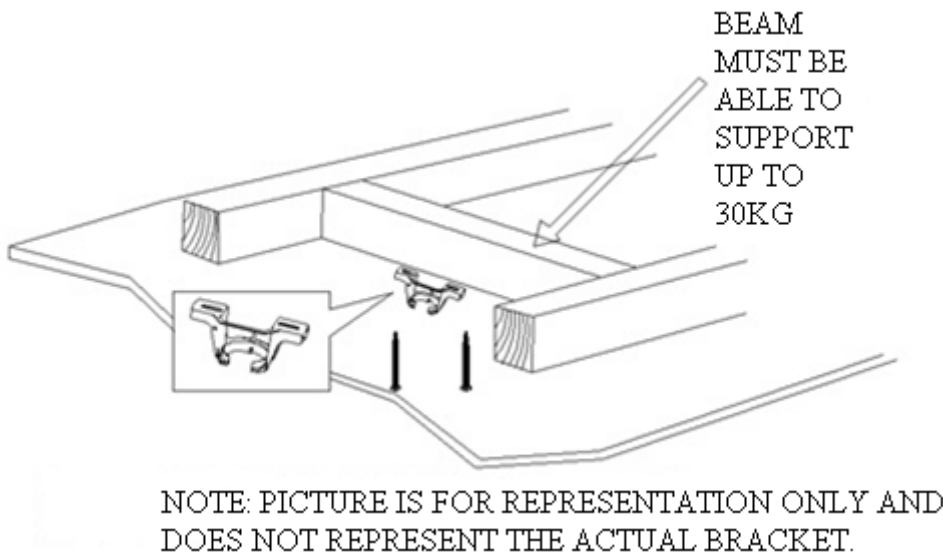


Fig. 2

**NOTE:** The bracket screws provided are for use with wooden structures only. For structures other than wood, the appropriate screw type **MUST** be used.

### ANGLED CEILING INSTALLATION

This fan hanging system supports a maximum 15 degree angled ceiling installation.

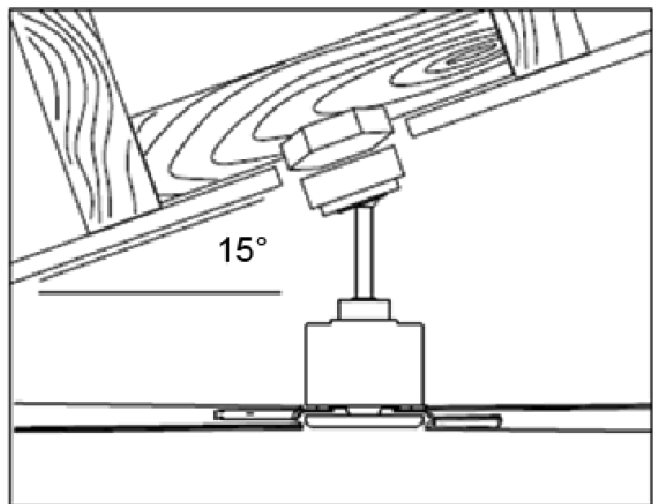


Fig. 3

## BLADE INSTALLATION

### INSTALL THE DOWN ROD

1. Loosen and remove the ball joint (1) and pins from down rod (2).
2. Feed the motor wires (4) through the down rod (2) and attach the down rod (2) to the hanger (5) with the bolt (6) and pin (7).
3. Adjust the rocking screws (8) to ensure down rod (2) is centrally located in the hanger (5).
4. Install canopy (3) over the downrod (2).
5. Refit the ball joint (1) onto the downrod (2). Ensure all pins and screws are secure.

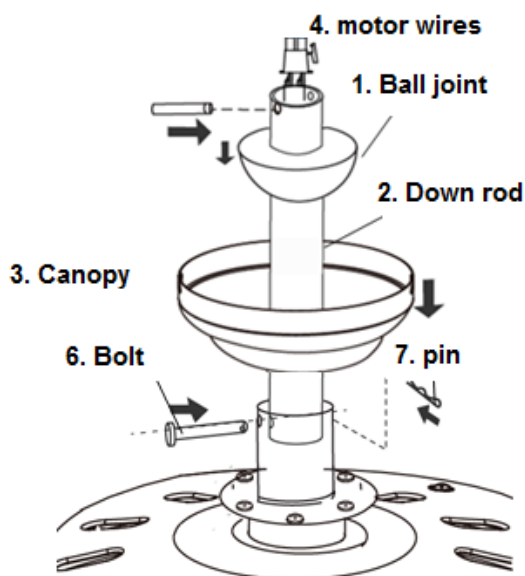
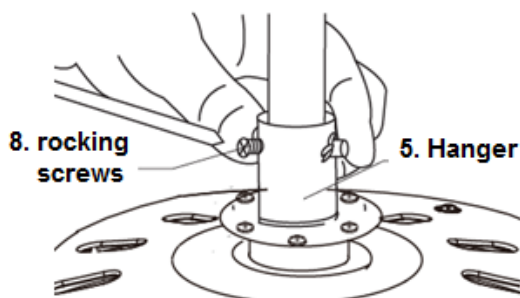


Fig. 4



### BLADE ATTACHMENT

1. Assemble the blades & holders using the screw set (2 and 3). (Fig. 5)
2. Secure the blade holder on the motor by using two motor screws (5) with washers to tighten it ensuring they are tightened simultaneously. (Fig.6). Once completed, repeat the process on remaining blades.

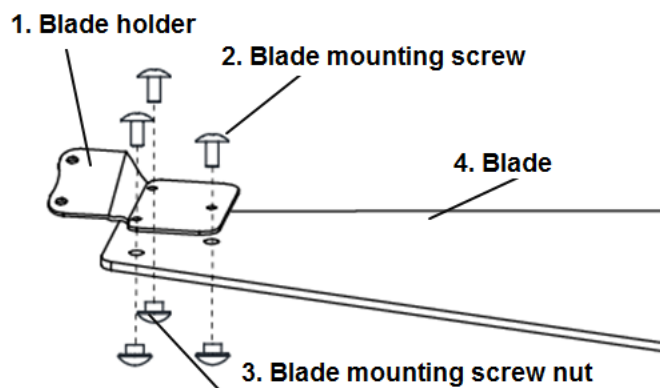


Fig. 5

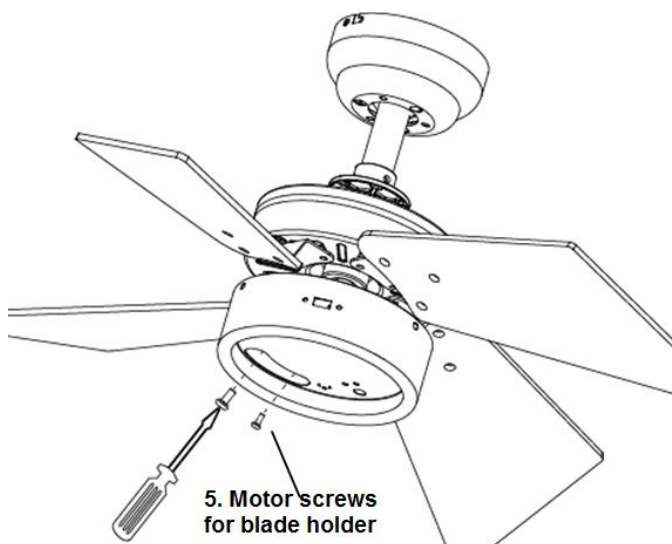
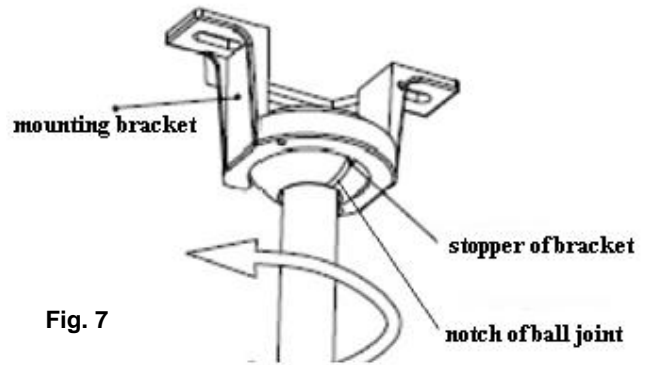


Fig. 6

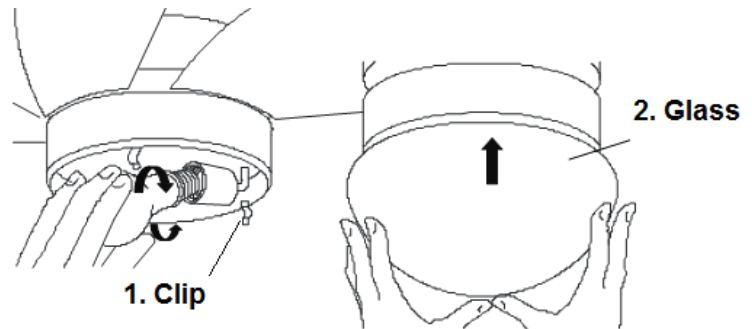
## HANGING THE FAN

1. Lift the fan assembly onto mounting bracket. Fig. 7
2. Ensure the notch of the ball joint is positioned on the stopper of mounting bracket to prevent fan from rotating when in operation.



### LIGHT KIT Installation

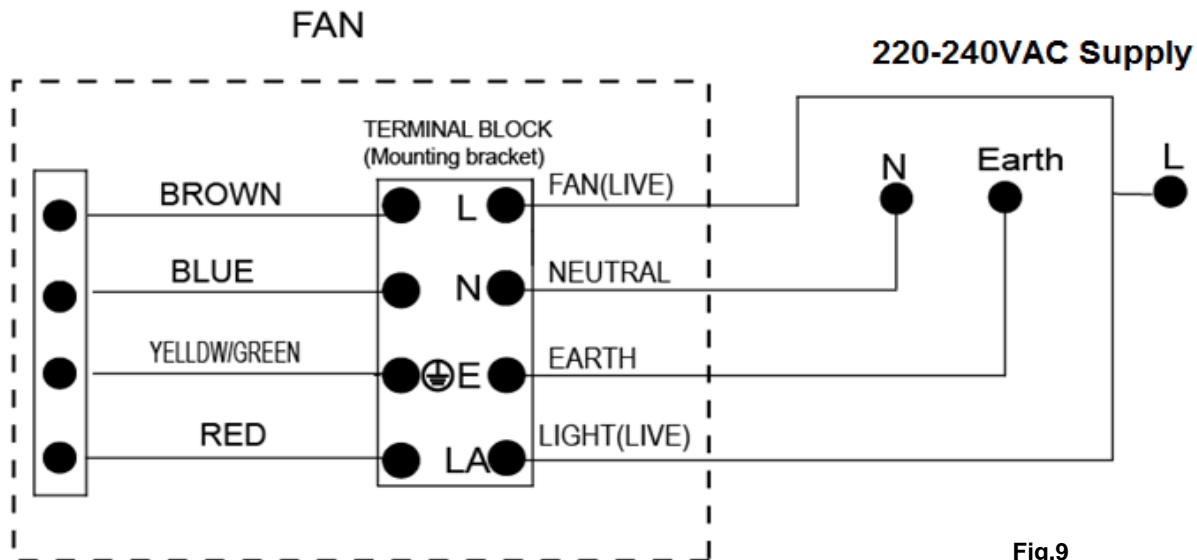
1. Insert and secure the light bulbs into the E27 sockets.  
(Bulb not included, and the bulb must not exceed the specified wattage on the label.)
2. Carefully place the glass shade cover over the lamp and secure it by the three spring clips.



## ELECTRICAL WIRING DIAGRAM

**WARNING: FOR YOUR SAFETY ALL ELECTRICAL CONNECTIONS MUST BE UNDERTAKEN BY A LICENSED ELECTRICIAN.**

**NOTE: AN ADDITIONAL ALL POLE DISCONNECTION SWITCH MUST BE INCLUDED IN THE FIXED WIRING.**



## FINISHING THE INSTALLATION

- After completing the electrical connection at the mounting bracket terminal block, connect the ceiling fan wiring via the quick connector plug.
- Cover the mounting bracket with the canopy. Ensure all electrical wiring is tucked inside the canopy and that they are not damaged during this step. Secure the canopy to the hanger bracket using the screws provided. Fig 10.
- Using the pull chain connectors (3), connect the Fan pendant (1) to the fan speed switch (as shown in Fig 11) and the light pendant (2) to the light switch.

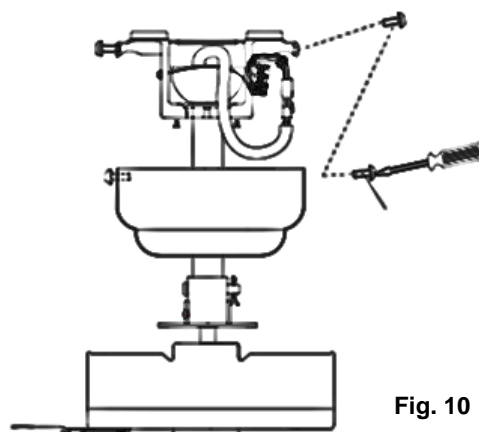
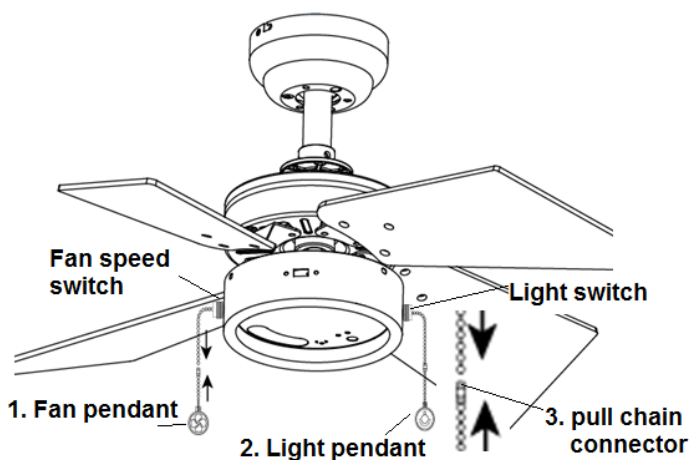


Fig. 10

Fig. 11



## USING YOUR CEILING FAN

### FAN SPEED CONTROL

Your ceiling fan is controlled via the fan speed pull chain switch.

To change speeds, pull the fan speed switch 4 times, and the fan will start running at:

**High speed --- Medium speed ---- Low speed--- Off**

### LIGHTON/OFF CONTROL

Your ceiling fan is controlled via the light pull chain switch.

To turn on/off the light, pull the light switch.

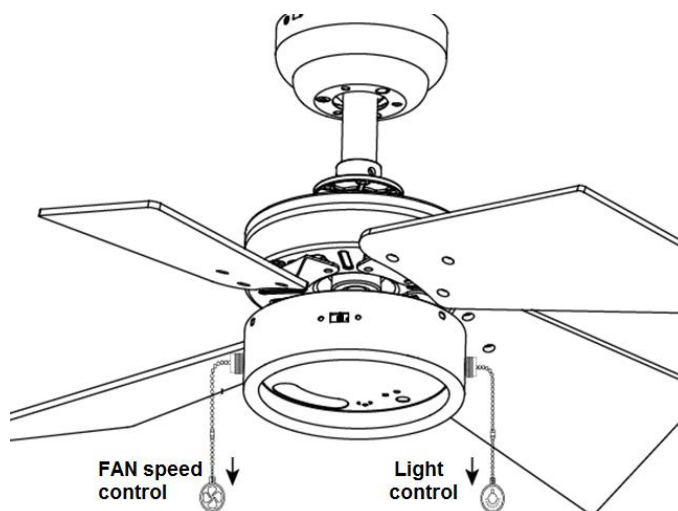


Fig. 12



## **USING YOUR FAN WITH REMOTE**

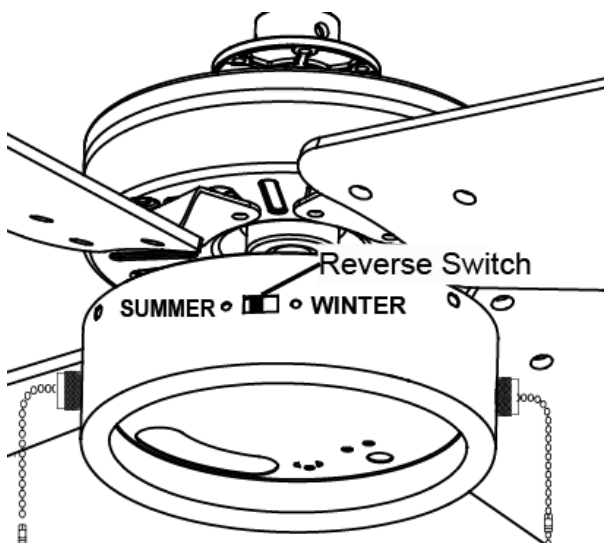
**IMPORTANT NOTE:** The pull chain light switch must be set to the 'on' position and the pull chain fan switch must be set on high speed when you are using your ceiling fan with a remote.

## **REVERSING SWITCH**

Your ceiling Fan can operate either summer or winter mode.

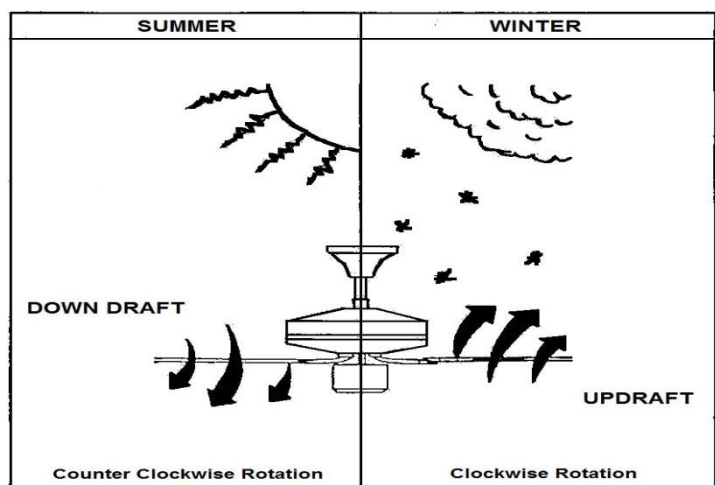
**SUMMER Mode:** The reverse switch shall be in the “down” (SUMMER) position to make the fan rotate in an anticlockwise direction. The airflow will be directed downwards, for cooling in summer.

**WINTER Mode:** The reverse switch shall be in the “up” (WINTER) position to make the fan rotate in a clockwise direction. The airflow will be directed upwards assisting in the circulation of warm air, for energy conservation in winter.



Reverse Switch

Fig. 13



## **AFTER INSTALLATION**

### **WOBBLE:**

**NOTE:** CEILING FANS TEND TO MOVE DURING OPERATION DUE TO THE FACT THAT THEY ARE MOUNTED ON A RUBBER GROMMET. IF THE FAN WAS MOUNTED RIGIDLY TO THE CEILING IT WOULD CAUSE EXCESSIVE VIBRATION. MOVEMENT OF A FEW CENTIMETRES IS QUITE ACCEPTABLE AND DOES NOT SUGGEST ANY PROBLEM.

**TO REDUCE THE FAN WOBBLE:** PLEASE CHECK THAT ALL SCREWS WHICH FIX THE MOUNTING BRACKET AND DOWN ROD ARE SECURE.

**BALANCING KIT:** A balancing kit is provided to balance the ceiling fan on initial installation. Please refer to the instruction on how to use the balancing kit. The balancing kit can be used to assist re-balancing should the ceiling fan become un-balanced again. Store your balancing kit away after installation for future use if required.

## **NOISE:**

When it is quiet (especially at night) you may hear occasional small noises. Slight power fluctuations and frequency signals superimposed in the electricity for off-peak hot water control, may cause a change in fan motor noise. This is normal. Please allow a 24-hour “breaking -in” period, most noises associated with a new fan disappear during the time. The manufacturer’s warranty covers actual faults that may develop and NOT minor complaints such as hearing the motor run – All electric motors are audible to some extent.

## **CARE AND CLEANING**

- Periodic cleaning of your ceiling fan is the only maintenance required. Use a soft brush or lint free cloth to avoid scratching the paint finish. Please turn off electricity power when you do so.
- Do not use water when cleaning your ceiling fan. It could damage the motor or the blades and create the possibility of an electrical shock.
- The motor has a permanently lubricated ball bearing. There is no need to oil

NOTE: Always turn off the power at the mains switch before attempting to clean your fan.

## **TECHNICAL INFORMATION**

Ceiling Fan model	Rated Voltage	Rated Power (motor)	Rated Power (lamp)
#2572	220-240V/50Hz	60W	Max. 1x 15W E27 CFL spiral

## **WARRANTY CONDITIONS**

This product is guaranteed against electrical defects in material or manufacturing workmanship for faults when under normal domestic/residential conditions for a certain period of time from the date of purchase. This warranty covers parts and labour costs for the motor subject to the following conditions:

1. Installation being performed by a qualified licensed Electrician.

This warranty will not apply if the ceiling fan is installed by anyone other than a licensed electrician. Problems arising from incorrect installation are not covered by warranty. The cost of repairs and/or service call where the defect is due to the installation and not due to faulty material or workmanship, in accordance with wholesaler and their authorized agent, will be payable at time of repair.

2. The correct controller being fitted to the fan.

Only use the controller supplied with the fan or a genuine replacement. Using solid-state dimmer type or non-genuine controllers will void the warranty. Use of non-genuine controllers may cause the fan to operate with a loud hum and at altered speeds. Where controllers are supplied complete with light switch – do not

**use this switch to operate the fan. Fans connected using this switch to turn the fan on/off, will not be covered by warranty.**

- 3. Repair work being carried out by licensed electrician only after authorization by wholesaler or their authorized agent to complete the repair and is subject to the supply of dated proof of purchase and installing electricians details.**
- 4. The exclusion from warranty of any changes to ceiling fan blade or motor, plated and/or painted finishes due to climatic conditions (moisture, salt air etc) or after 6 months from the date of purchase or other circumstances deemed to be beyond the control of wholesaler or their authorized agents.**
- 5. The warranty service does not cover:**
  - a. Transportation and in-transit insurance costs, if the product or parts thereof have to be returned for repair or replacement to the retailer or their authorized agent.**
  - b. Repair of defects caused by accident, fire, misuse, alterations modification, negligence, incorrect or incomplete installation/operation, any unauthorized person attempting to repair the ceiling fan, or acts of God.**
  - c. Claims or damage to furniture, carpet, wall, ceiling foundations or any other consequential loss either direct or indirectly resulting from a faulty ceiling fan.**
- 6. The warranty applies to actual faults which may develop. Minor running noises are not covered. All electrical motors have some audible noise. Allow at least eight hours of operation to allow the bearings to properly seat. The fan, especially when set on low, may feel warm to touch – this is not a fault. If excessive heat is generated a service call may be required. Fan noises can vary due to slight power fluctuations and mains frequency signals for off – peak-controlled appliances. These changes are most noticeable in the quiet of night, mains frequency signals which come across as an intermittent hum (mostly at night) are out of control of the manufacturer in these cases your electricity provider should be contacted, or an electrician to fit a suitable noise filter.**
- 7. Threaded components such as blade nuts can work slightly loose during normal operation. These should be tightened regularly to ensure the fan doesn't develop operation noises. If noises do develop, check this aspect before requesting service. This is not covered by warranty.**
- 8. Minor variation of speed may be evident between different fans, even in the same model and is not a product fault and not covered by warranty.**
- 9. Blades are not covered by warranty against defect in material. The replacement of the blades is not covered by the in home warranty service call, notification within 48 hours of installation is required where blades have found to be broken on unpacking, contact the retailer who will send you a new set of blades. Each blade set is balanced so it is important to replace all blades. Blades affected by climatic conditions and by maintenance are not covered by this warranty.**

**For under warranty service, contact the hotline number in this booklet and advise: the model number and style, the nature of the fault, date and place of purchase. Service cannot be arranged without this information.**

**Prior to requesting service, please consult the Trouble-shooting checklist that is printed in the manual**

- All electric motors, including fans, make some noise and may feel hot to touch – this is not a fault.**
- Some fans wobble more than others – even the same model.**
- Blades are weighed to be within tolerance to minimize wobbling. In multiple installations do not mix blades from fans.**

- Finish to the fan, including blades and light complete models, are covered by 1 Years warranty.
- Blade replacements are not covered.

## CEILING FAN WARRANTY DETAIL

Retain AND Fill this form and keep it for your personal records and warranty purposes

NAME.....

ADDRESS.....

.....POSTCODE.....

MODEL NUMBER.....

PO NUMBER or DATECODE ..... (PO# or DATECODE Sticker here)

DATE OF PURCHASE.....

INSTALLING LICENSED ELECTRICIAN.....

.....

LICENCE No.....

ATTACH PROOF OF PURCHASE HERE

IN THE EVENT OF A PRODUCT FAULT, PLEASE ENSURE ALL DETAILS ARE COMPLETED ABOVE.