

# Installation & Service Instructions

## Note Boards

### - PLEASE READ CAREFULLY -

**INSPECTION:** Check sign for damage in shipment and follow inspection report procedure. Damage shipment should be reported to the delivering carrier immediately and a claim report entered.

**WALL HANGING INSTALLATION:** Select the center point location on your wall then measure 4" left and right of the center point for screw placement (or use the included mounting template) Install mount as follows:

**WOOD SURFACE MOUNT:** For each mount, drill ¼" hole through marked point on wall approximately ¾" deep. Insert #8x1" wood screw. Allow for ¼" space between the screw head and the wall. Hang using keyhole mounts on the back of the sign.

**HOLLOW WALL MOUNT:** For each mount, drill ¼" hole through marked point on wall approximately ¾" deep. Insert wall anchor by lightly tapping to set anchor flush with the wall surface. Insert screw and tighten until anchor is expanded. Allow for ¼" space between the screw head and the wall. Hang using keyhole mounts on the back of the sign.

The sign is for **INDOOR USE** only. Hang from a surface that can adequately support the sign's weight. Place sign away from direct sunlight and any heat source.

**CLEANING:** Wipe sign with soft damp cloth to remove dust, dry erase marker, or chalk. A mild solution of liquid detergent may be used to remove stubborn stains. Avoid excessive rubbing. Do not use abrasives or strong chemicals. Dry with a soft, clean cloth.

## The Fan-Brand Limited Warranty

All signs manufactured by The Fan-Brand, are guaranteed to be free from manufacturing defects for a period of one (1) year from date of manufacture, unless otherwise specified.  
Breakage of lamps and other materials are not covered by this warranty.

The Fan-Brand's obligation hereunder is limited to the replacement of parts only. If a particular product is found to be inoperative or defective, permission and instructions as to where it is to be sent **MUST** be obtained from the Customer Service Department. Only then should it be returned to our location as information directs.

Customer is responsible for immediately opening carton and inspecting for concealed damage and notifying the carrier within 15 days of receipt of product for any damage noticed upon arrival (including lamps).

The Fan-Brand will warrantee shipping damage not covered by the carrier, but only if the carrier was notified within the 15-day period. Products must be returned prepaid.

This guarantee is void in case of negligent use or misuse, repair, alteration or disassembly by unauthorized personnel or operation by improper voltage or use contrary to instructions.

This warranty does not cover loss or damage due to accidents involving the product, acts of criminal aggression, other property disasters or acts of God. Except for those warranties specifically and expressly set forth above, seller disclaims any and all warranties expressed, implied or statutory, including but not limited to all warranties of merchantability and fitness for a particular purpose.

**CUSTOMERSERVICE@THEFAN-BRAND.COM**