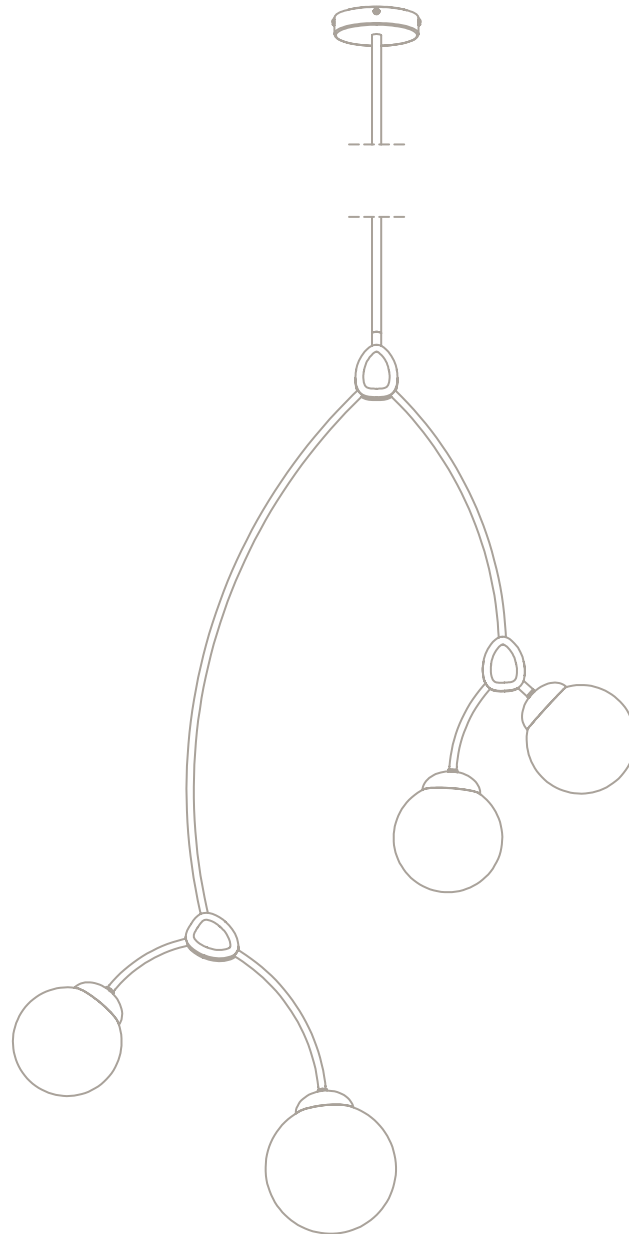


## IVY 4 PENDANT

Installation Guide



!

Please handle with care and wear gloves at all times during assembly and installation to avoid damaging components.

## TECHNICAL

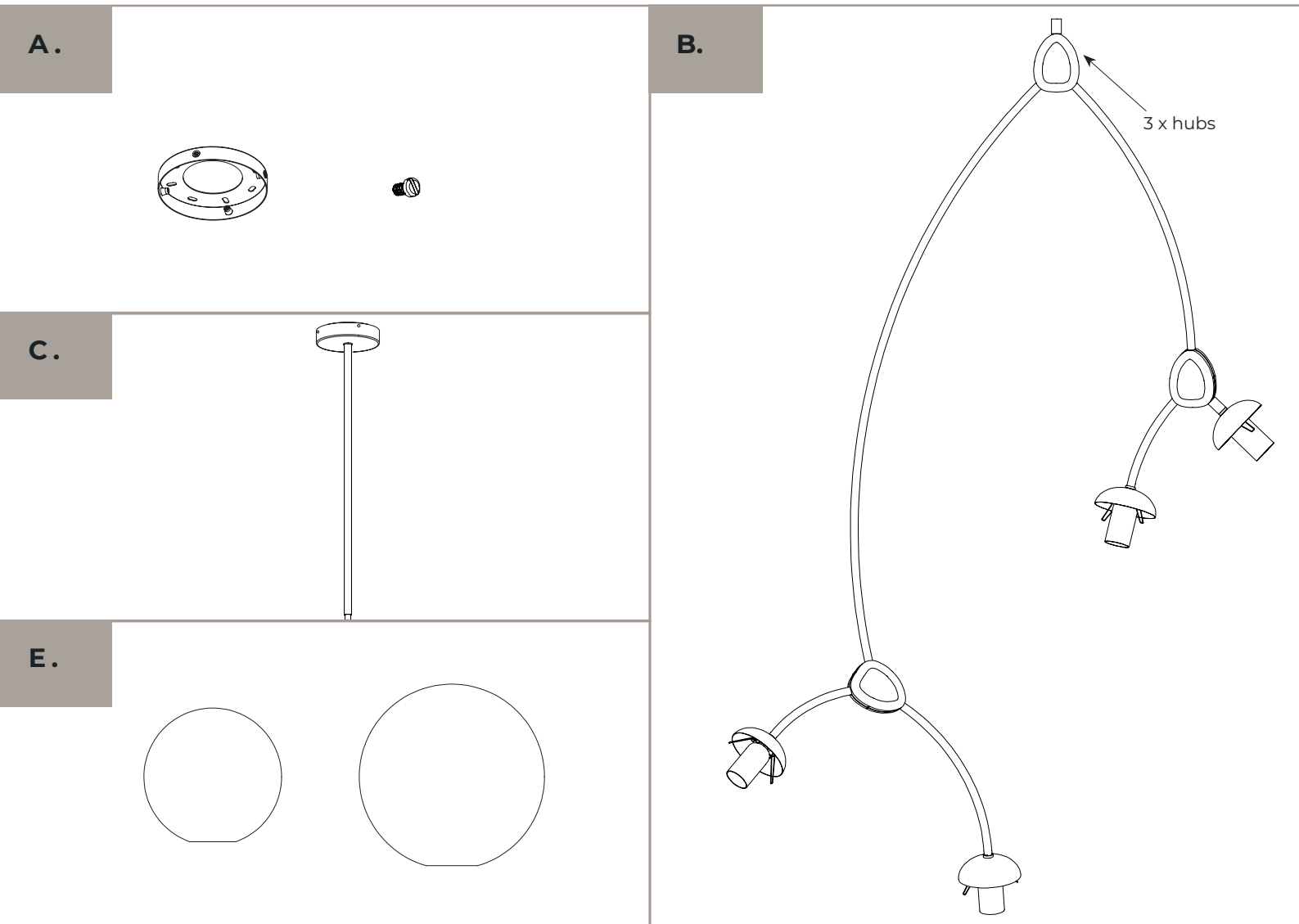
**Bulb Holder**  
 240v - 4 x E14,  
 120v - 4 x E12  
 (no bulbs supplied)

**Wattage**  
 25w max (or 4.5w LED 2700k)

**Weight**  
 6kg (13.2lbs)

## PARTS & COMPONENTS

- A. 1 x Mounting plate, 4 x M4x12 screws
- B. 1 x Ivy 4 body
- C. 1 x ceiling rose cover with drop rod
- D. 3 x 150mm glass shade, 1 x 180mm glass shade

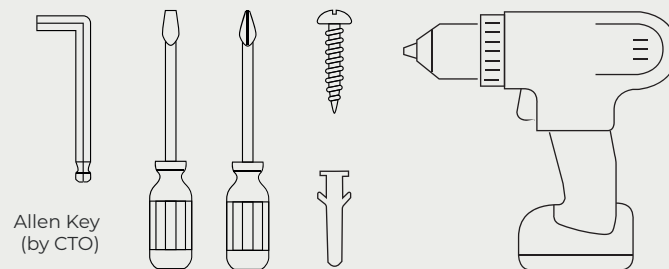


- All nuts and bolts required for the installation will be included in the delivery.



## BEFORE INSTALLATION

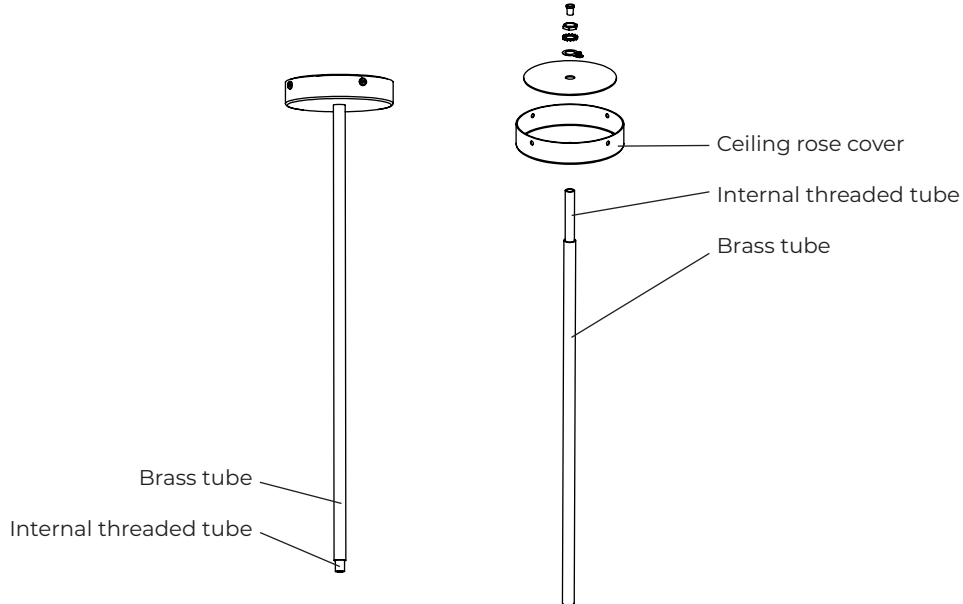
- Check that you have all components before starting the installation.
  - Installation must be carried out by a qualified electrician.
  - A minimum of two people is required to install a pendant light.
- Check that the ceiling or wall fixings are suitable and strong enough to support the weight of the light fixture.
  - You will need the below specific tools for a successful installation.



## HEIGHT ADJUSTMENT INSTRUCTIONS

Before attaching the drop rod to the body of the light, calculate the required total drop from ceiling to bottom of pendant. If any height adjustment is required, follow the steps below:

1. Separate the brass tube and the internal threaded tube from the ceiling rose cover by unscrewing the bolt.

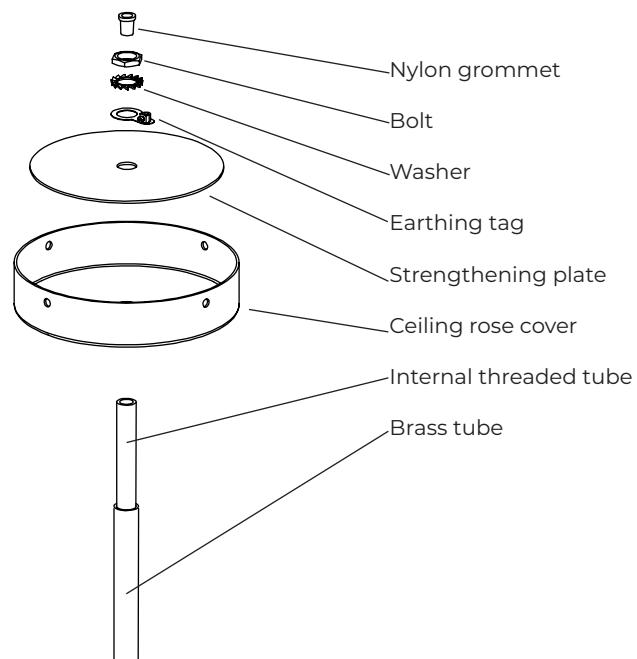


2. Measure the length the drop rod needs to be.
3. Cut the brass tube to this length using a hacksaw or similar tool.
4. Cut the same length from the internal threaded tube.

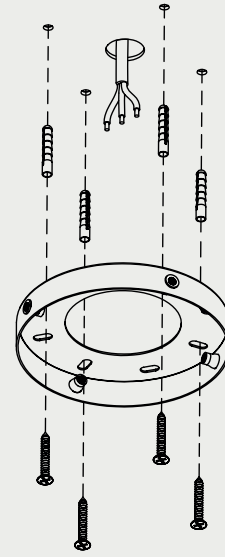
NOTE: Internal threaded tube must always be longer than the brass tube.

5. Once the brass tube and internal threaded tube are cut to correct lengths, slide the brass tube over the internal threaded tube and attach them back to the ceiling rose cover by using components provided.

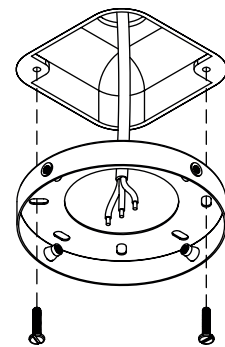
6. Once satisfied with the fit, secure bolts and all-thread with Loc-tite or similar adhesive.



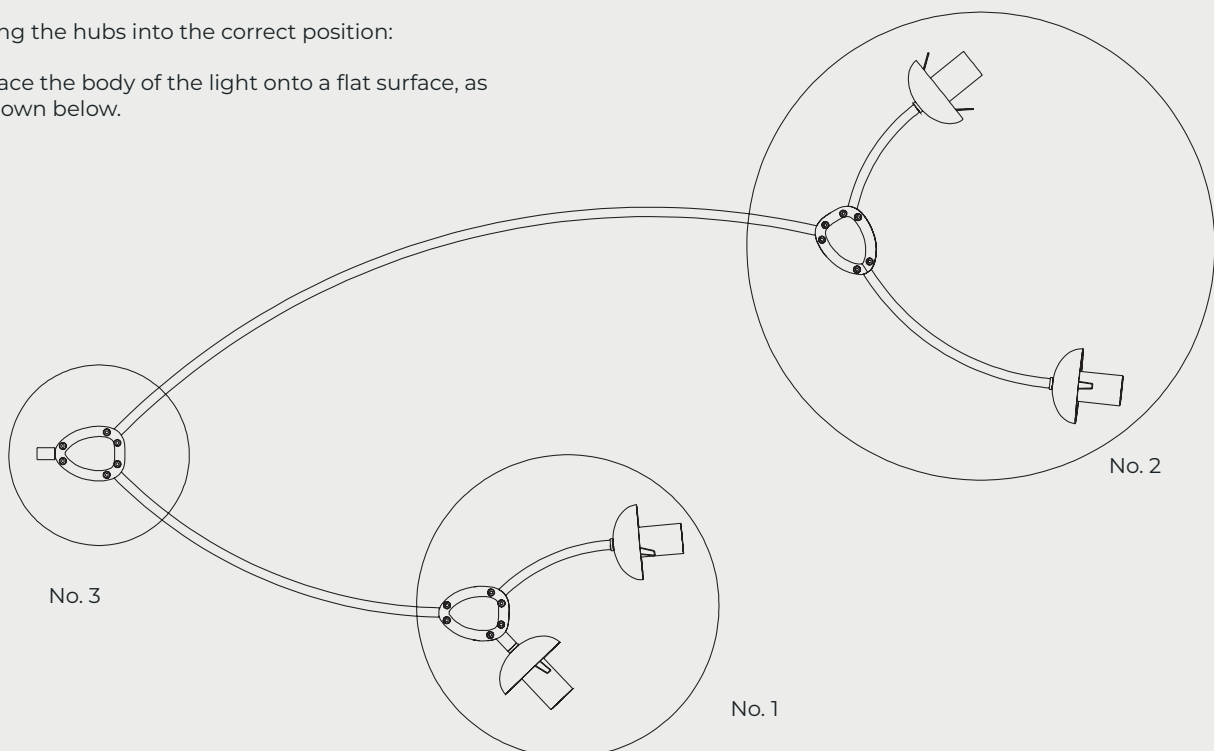
1. Fix the mounting plate to the ceiling. Ensure that suitable screws are being used for the surface that you are mounting to (not supplied).



1. 120v  
US Fix the mounting plate to the junction box using suitable screws (not supplied).

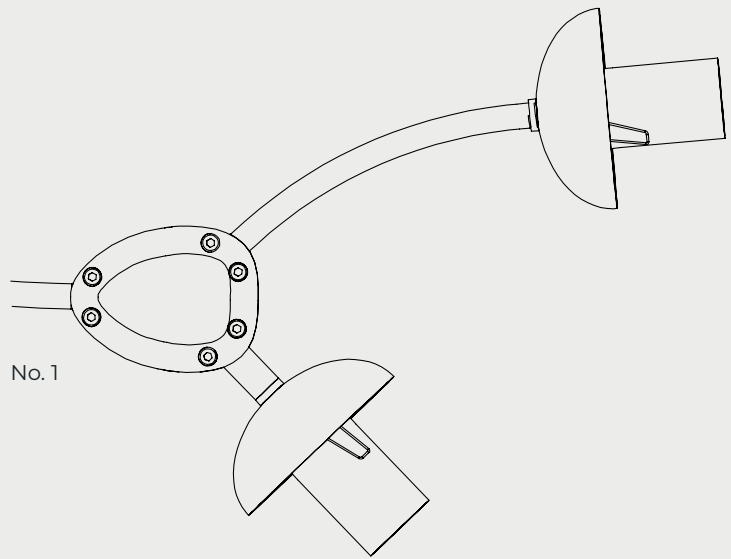


2. Moving the hubs into the correct position:  
A. Place the body of the light onto a flat surface, as shown below.

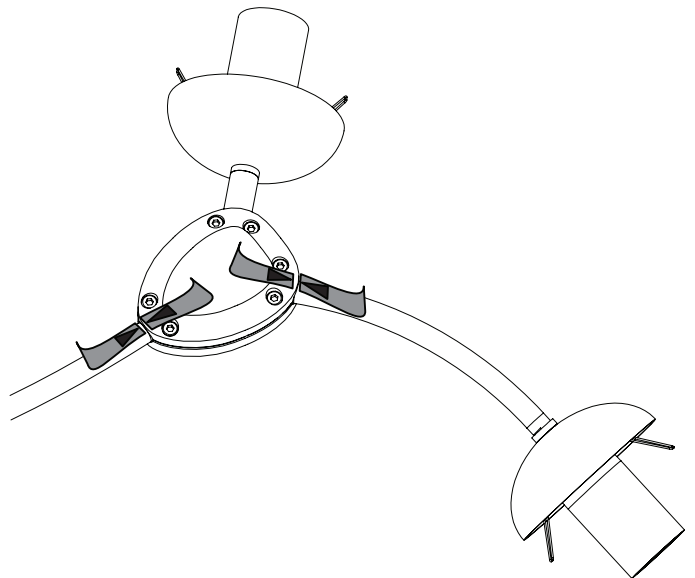
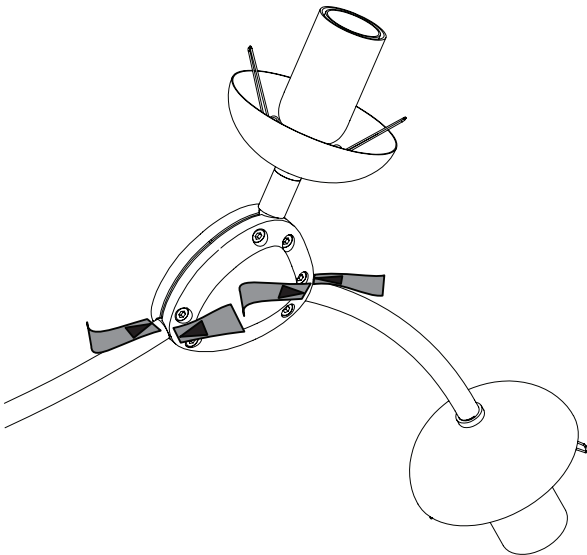


2. B. Starting from the hub No.1, loosen the screws highlighted with arrows on the diagrams below.

Do not fully undo the screws from the hub, just enough to allow the parts to rotate.

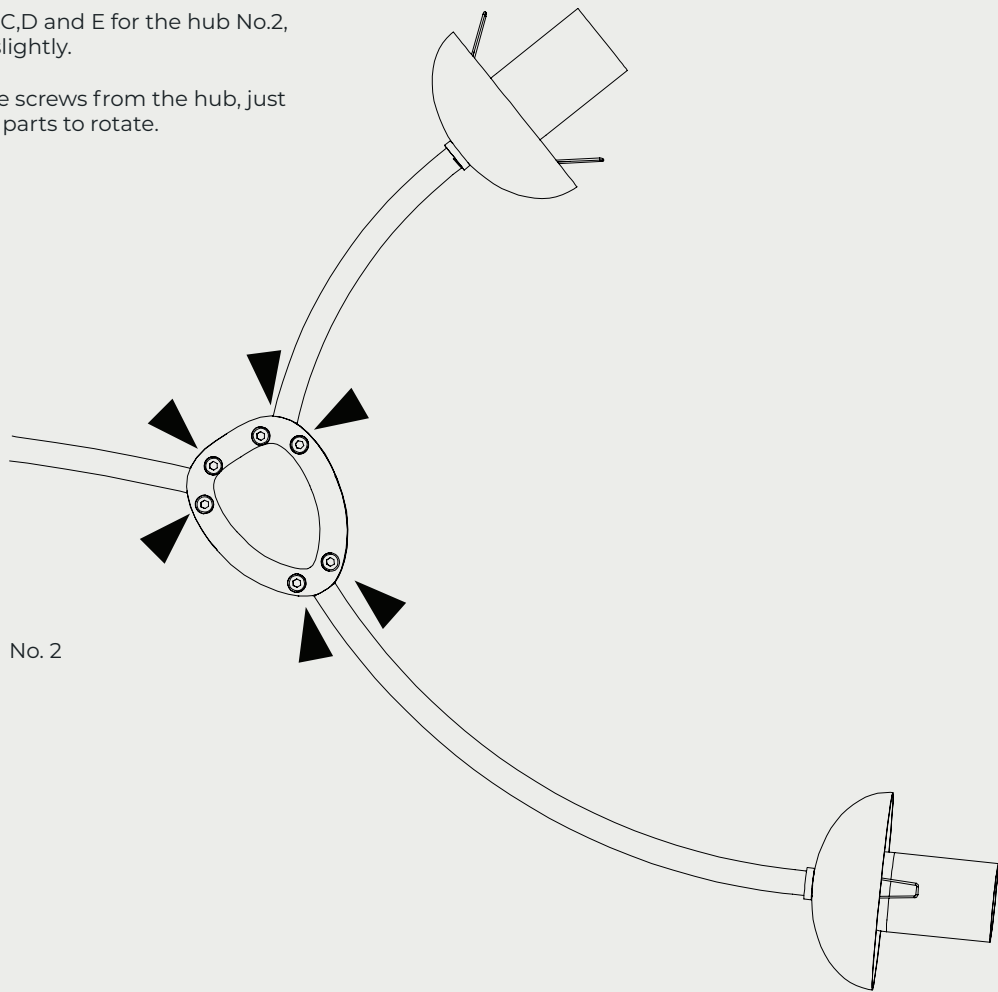


2. C. Gently turn the parts so the arrow stickers on the arm and the arrow stickers on the module align.
- D. Tighten the loosened screws securing the parts in place.
- E. Tighten all 6 screws on the hub and repeat several times until all screws are well tightened and fully secure.



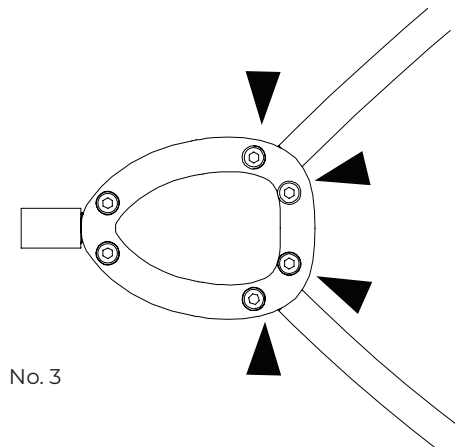
2. F. Repeat the stages B,C,D and E for the hub No.2, Loosen all 6 screws slightly.

Do not fully undo the screws from the hub, just enough to allow the parts to rotate.

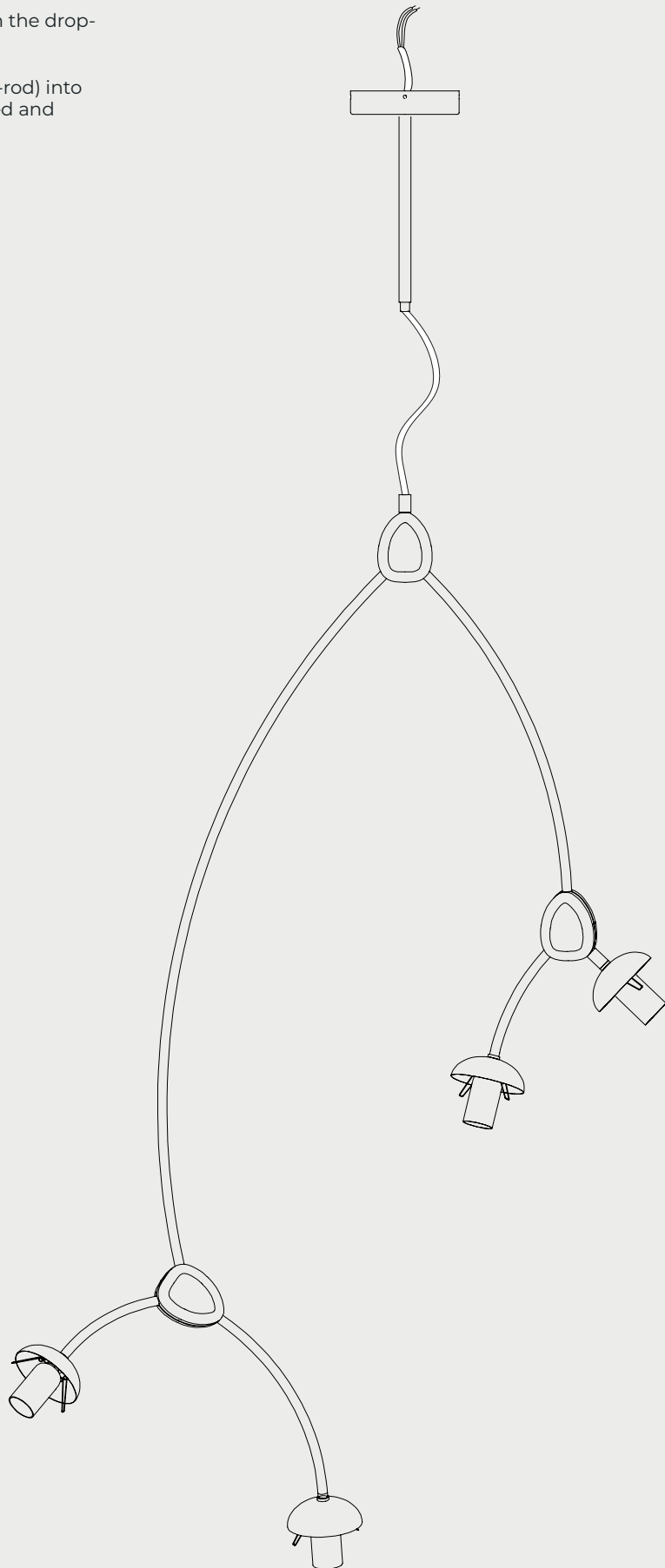


2. G. Repeat the stages B,C,D and E for the hub No.3, loosen all the screws highlighted with arrows on the diagrams below.

Do not fully undo the screws from the hub, just enough to allow the parts to rotate..



3. A. Feed the power cable from hub through the drop-rod and into to the ceiling rose cover.
- B. Rotate the internal threaded tube (drop-rod) into the coupler (hub) until it is fully tightened and secured.

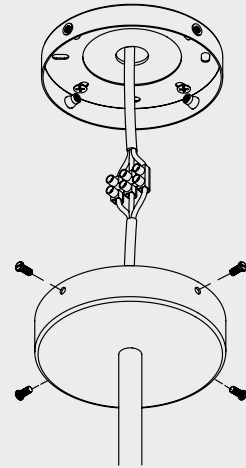




4. Raise the pendant and make the electrical connections ensuring all wires are colour matched and the pendant is earthed correctly.

Bring the ceiling rose up to the mounted plate and secure using provided screws.

Note: Ensure that the weight of the pendant is fully supported during the electrical installation.

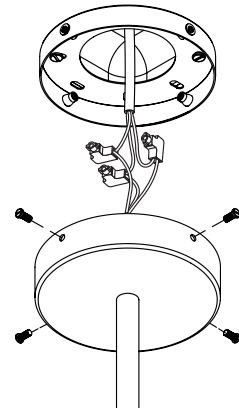


4. 120V

- US** Raise the pendant and make the electrical connections inside the junction box ensuring all wires are colour matched and the pendant is earthed correctly.

Bring the ceiling rose up to the mounted plate and secure using provided screws.

Note: Ensure that the weight of the pendant is fully supported during the electrical installation.



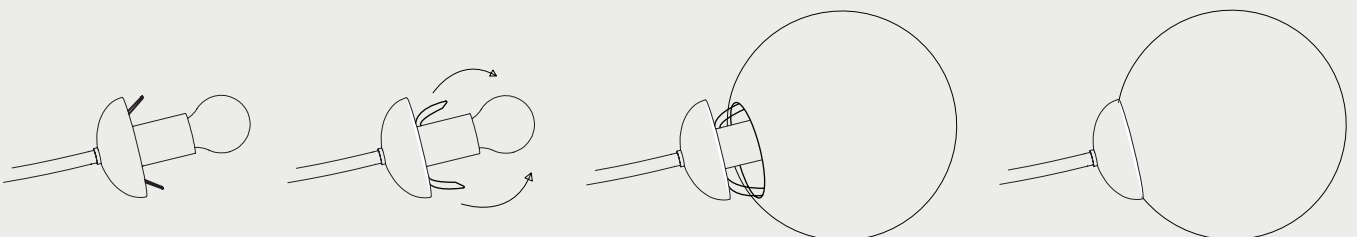
5. Fit the bulb (not supplied) to the lamp-holder.

Note: The diameter of the bulb must be less than 45mm.

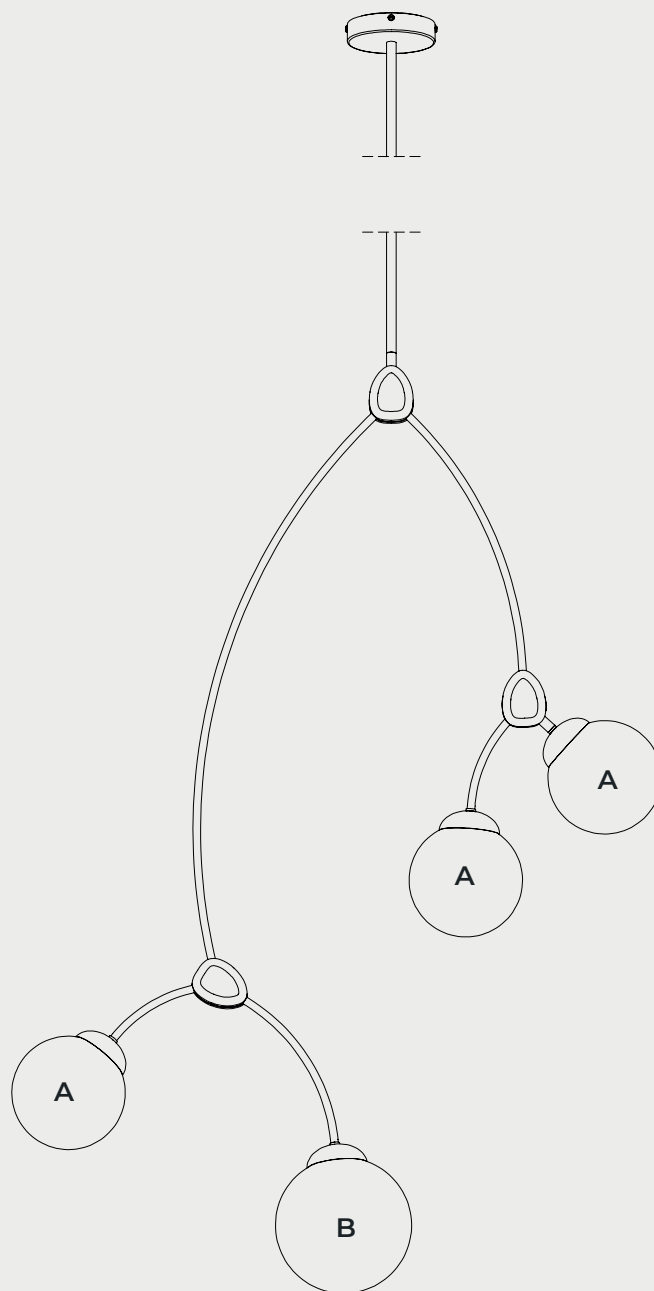
Fit the glass shades to the pendant body.

Pinch the spring clips inwards and hold, slowly feeding the opal glass shade over the spring clips.

Do not release the opal glass shades too quickly.



6.



A. 150mm diam. glass shade  
B. 180mm diam. glass shade

## MAINTENANCE

### Cleaning

Dust using a dry lint-free cloth weekly or as required

### Repairs

Contact  
CTO Lighting

### Warranty

Please visit  
[www.ctolighting.co.uk/  
pages/f-a-q](http://www.ctolighting.co.uk/pages/f-a-q)  
for CTO warranty policy

### Certification



E492308