

# Assembly & Installation Instructions

**A384**

Disq Medium Pendant 139710D

Page 1 of 3

**CAUTION:** FAILURE TO INSTALL THIS FIXTURE PROPERLY MAY RESULT IN SERIOUS PERSONAL INJURY OR DEATH AND PROPERTY DAMAGE. We recommend installation by a licensed electrician.

This product must be installed in accordance with applicable installation code(s), by a person familiar with the construction and operation of the product and the hazards involved.\*

**Caution:** Do not exceed maximum wattage noted on fixture. Use only recommended bulbs with fixture.

**Please Note:** After installation extra hardware and accessories are possible due to our kits are used on multiple products and options.

## Stem Assembly (Figure 1)

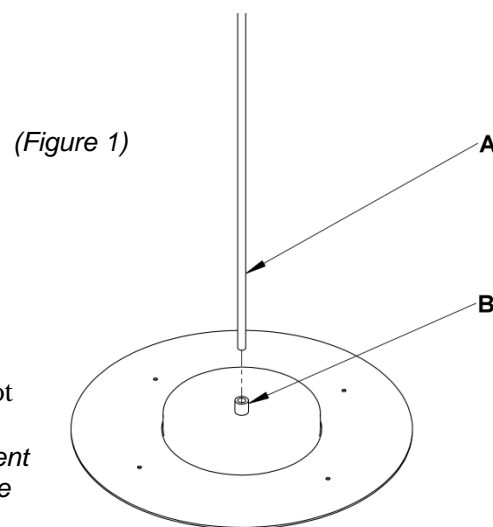
### Component Parts

- A Fixture Pipe
- B Fixture Coupling

1. Carefully unpack the fixture from the carton.
2. Carefully slip fixture pipe (A), threaded end first, over fixture wires.
3. Apply a drop of the supplied thread locking compound to the threads of fixture pipe (A) and screw pipe into fixture coupling (B), being careful not to twist or pinch the wires.

**Note:** Application of the thread locking compound is necessary to prevent the stem from loosening during regular maintenance and cleaning of the fixture. Be certain to apply the compound.

4. See instructions below to complete the installation.



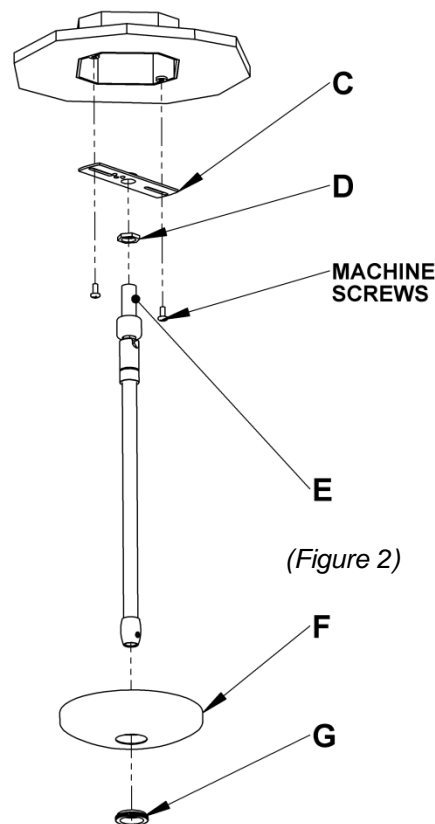
## Prepare the Canopy (Figure 2)

### Component Parts

- C Crossbar
- D Jam Nut
- E Threaded Nipple
- F Canopy
- G Canopy Ring

**Caution:** Be sure power is off at the main breaker box prior to installation.

1. Thread the jam nut (D) and crossbar (C) onto threaded nipple (E); leave both parts loose.
2. Using two machine screws (not provided), temporarily fasten the crossbar (C) to the electric box. **Note:** A new electric box comes with screws. When replacing a fixture, retain the existing screws for use with the new fixture.
3. Adjust the length of threaded nipple (E) in crossbar (C) so that canopy ring (G) will hold canopy (F) against the ceiling with no threads showing for best appearance. When the correct adjustment is established, tighten jam nut (D) against crossbar (C) to hold the adjustment.
4. Remove the crossbar (C) with stem from the electrical box and proceed with the assembly instructions.



(continued)

# Assembly & Installation Instructions

Disq Medium Pendant 139710D

**A384**

Page 2 of 3

## **Complete Assembly and Install Fixture** (Figure 3, 4 & 5)

### **Component Parts**

A Fixture Pipe  
C Crossbar  
F Canopy  
G Canopy Ring  
H Canopy Pipe  
I Plastic Sleeve  
J Clutch

K Set Screw  
L Shade  
M Ground Screw  
N Upper Diffuser  
O Lower Diffuser  
P Nipple  
Q Finial

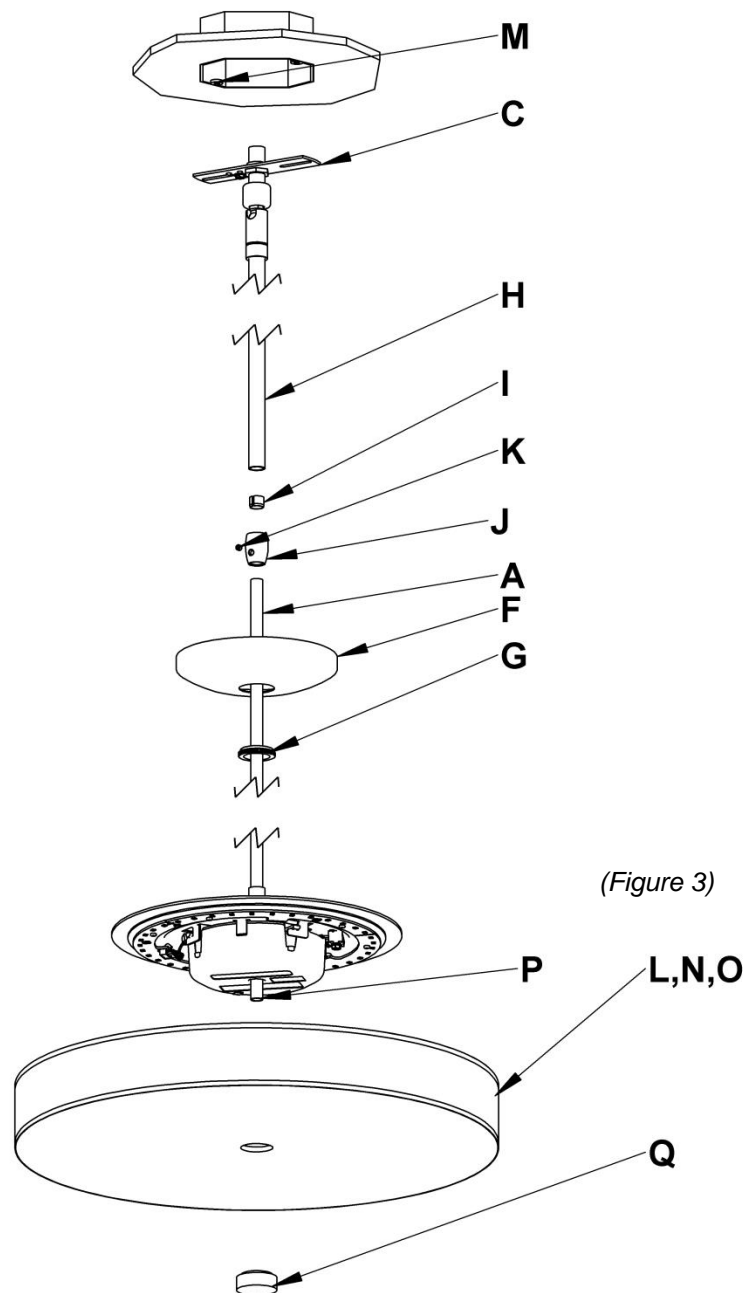
**Caution: Be sure power is off at the main breaker box prior to installation.**

1. Carefully slide canopy ring (G) and canopy (F) down over fixture pipe (A) until they rest on the fixture. Make sure smaller diameter side of canopy ring is oriented up toward the canopy (Figure 3).
2. Slip wires from the fixture pipe (A) through the canopy pipe (H).
3. Unscrew the clutch (J) from the canopy pipe (H); slide it across the wires and onto the fixture pipe (A). Follow this with the plastic sleeve (I), oriented so the tapered end nests in the clutch (J) (Figure 4).
4. Slide the canopy pipe (H) as far as necessary to give you the total length of the fixture which you desire. Be careful not to scratch the pipe surfaces and to pull excess wire up through the canopy pipe (H). There must be a minimum 1-1/2" of inner pipe inside the outer pipe. Hand-tighten the clutch to temporarily hold this adjustment. The clutch is not securely fastened at this point; do not depend on it to hold the fixture.

**Important:** To ensure full connection strength, be sure the tapered end of the plastic clutch sleeve is oriented toward the clutch when assembled and securely tighten set screw (Figure 4).

5. Tighten the set screw (K) firmly with hex wrench provided. Only after the set screw (K) is tight should you install to the ceiling.
6. Using two machine screws (not provided), fasten the crossbar (C) to the electric box.

**Note:** A new electric box comes with screws. When replacing a fixture, retain the existing screws for use with the new fixture.



(continued)

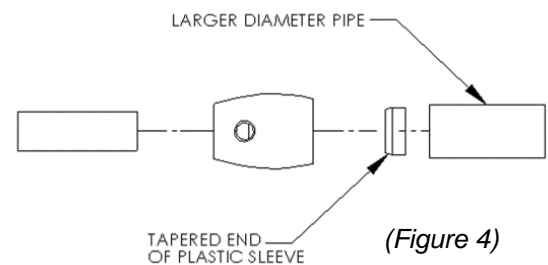
# Assembly & Installation Instructions

Disq Medium Pendant 139710D

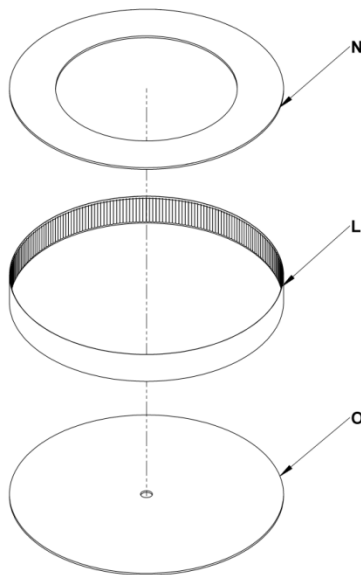
**A384**

Page 3 of 3

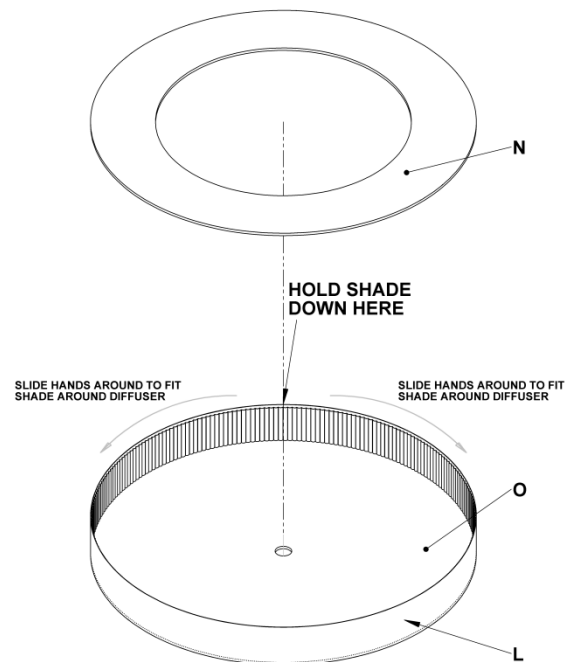
7. Using suitable wire connectors (not provided), connect fixture wires to supply wires (white to white supply, black to black supply). Run a pigtail lead from crossbar ground screw (M) to the junction box and connect all ground wires (bare copper or green to bare copper or green). Push wires back into outlet box. **Caution:** Make sure wire connectors are twisted on securely, and no bare wire is exposed.
8. Slide canopy (F) against ceiling, and secure with canopy ring (G).
9. Place lower diffuser (O) on a flat surface. (Figure 5 & 6).  
*Note: An additional person will greatly aid in assembling the shade/diffuser assembly.*
10. Fit shade (L) over diffuser (O) in one spot. Hold shade in place while a second person grasps the shade, slides their hands around the diffuser, fitting shade in place. (Figure 6)
11. Install upper diffuser (N) in similar manner. Fit diffuser (N) inside the shade (L) in one spot. Hold diffuser (N) in place while a second person reaches inside the diffuser (N) and slides their hands around the inside of the shade (L), allowing the rest of the diffuser (N) to set down in the shade (L).
12. Remove finial (Q) from stud (P).
13. Raise shade/diffuser assembly (L,N,O) up so that upper diffuser presses against fixture.
14. Secure shade/diffuser assembly (L,N,O) in place by attaching finial(Q). Be sure not to over tighten.
15. Restore electricity at main breaker.



(Figure 4)



(Figure 5)



(Figure 6)

*If you need further assistance, or find that you are missing any parts, please contact the dealer from which you purchased this product. We hope you enjoy your fixture*

Hubbardton Forge will not be liable for injury or damage caused by improper installation, lamping or use of this fixture.

**HUBBARDTON FORGE®**

**Hand-Forged, Vermont-Made Lighting and Accessories**  
P.O. Box 827, 154 Route 30 South, Castleton, Vermont 05735

32455 Rev A