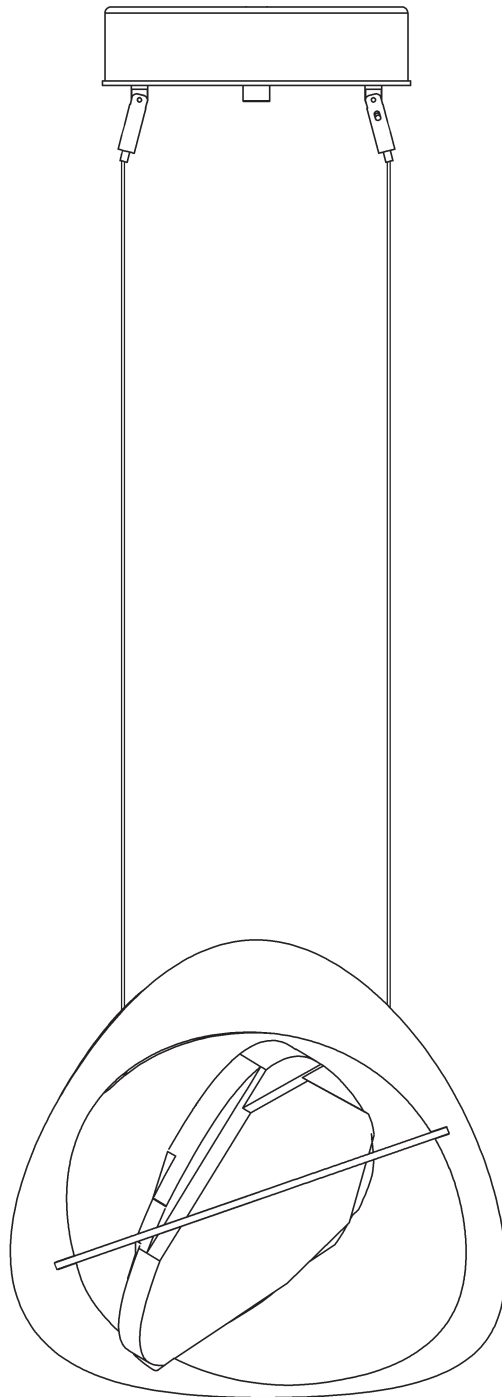


# ASSEMBLY & INSTALLATION INSTRUCTIONS

A547

Venn Pendant 137730

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Venn Pendant 137730

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**Component Parts**

- A Canopy**
- B Canopy Cover Plate**
- C Cap**
- D Threaded Nipple**
- E Lock Nut**
- F Ground Screw**
- G Cupped Washer**
- H Fixture**
- I Support/Supply Cable (2)**
- J Gripper (2)**
- K Glass**
- L Thumb Screw**



# ASSEMBLY & INSTALLATION INSTRUCTIONS

A547

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**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; our kits are used on multiple products.

## To Attach to Ceiling (Figure 1)

**CAUTION: BE SURE POWER IS OFF AT THE MAIN BREAKER BOX PRIOR TO INSTALLATION.**

1. Carefully unpack the fixture from the carton.
2. Locate canopy assembly. Remove cap (C) and canopy cover plate (B) and set aside for later use.
3. Thread the wires in the electrical box through the hole in the canopy (A) while moving the canopy into position. Using two machine screws (not provided) fasten canopy to the electric box.

**Note:** Position the canopy so that the grippers are in line with the desired direction of your fixture.

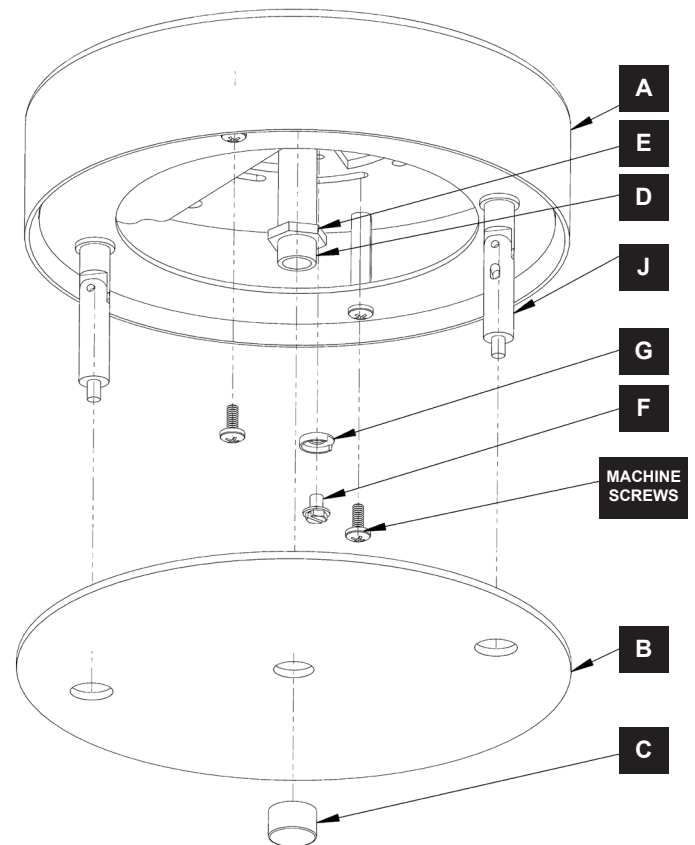
**Note:** A new electric box comes with screws. When replacing a fixture, retain the existing screws for use with the new fixture.

4. Lift canopy cover plate (B) up to the bottom of canopy (A) allowing the threaded nipple (D) to come through the hole in the center of the canopy cover plate.
5. Screw the cap (C) onto the threaded nipple (D) to hold the canopy cover plate (B) to the bottom of the canopy (A). Adjust the height of the threaded nipple until the cap tightens fully with the canopy cover plate tight to the bottom of the canopy.
6. Remove cap (C) and canopy cover plate (B) from threaded nipple (D). Tighten lock nut (E) to inside of canopy (A). This will lock the height of the threaded nipple (D)
7. Attach a pigtail lead to the canopy (A) using the provided ground screw (F) and cupped washer (G) found in kit bag.

8. Using suitable wire connectors (not provided) connect driver wires to supply wires (white to white and black to black). Holding canopy cover plate (B) close to canopy (A), connect all ground wires (bare copper or green to bare copper or green) together.

**CAUTION: MAKE SURE WIRE CONNECTORS ARE TWISTED ON SECURELY, AND NO BARE WIRES ARE EXPOSED.**

9. Raise canopy cover plate (B) to the bottom of canopy (A) and secure with cap (C), being sure no wires are pinched between canopy and the canopy cover plate.



(Figure 1)

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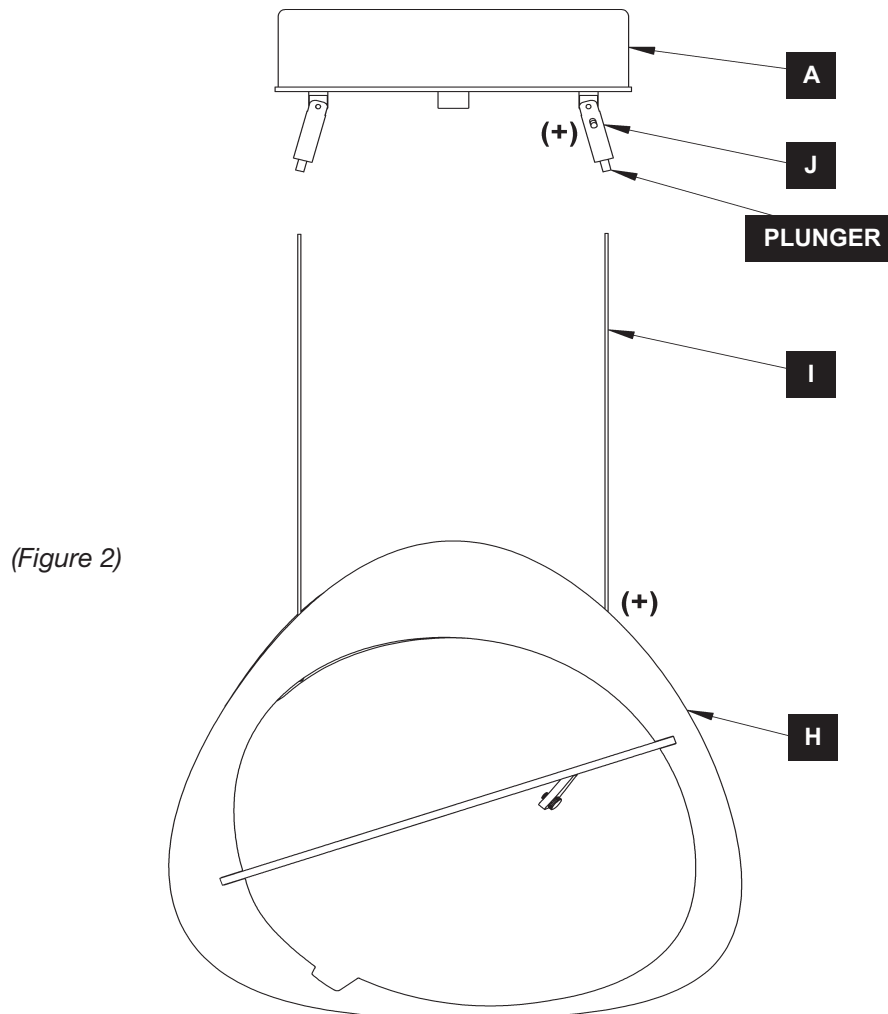
## To Install Fixture (Figure 2)

1. Locate the positive (+) label on top of the fixture (H).
2. Align the positive (+) sticker on the fixture (H) with the positive (+) sticker on the gripper (J).
3. Push the support/supply cable (I) from the positive (+) side of the fixture (H) into the positive (+) gripper (J). Push the cable in far enough so that it exits the side of the gripper.
4. Repeat step 3 for the remaining supply/support cable (I) and gripper (J).
5. Adjust fixture (H) to desired height by pressing in the plunger on the gripper and pushing/pulling the supply/support cables (I) as necessary.
6. Once the fixture (H) is at the desired height cut the supply/support cables (I) as close to the notch in the gripper (J) as possible.

**CAUTION:** ONCE EXCESS CABLE IS CUT, FIXTURE CANNOT BE LOWERED.

**CAUTION:** BE SURE NO PIECE OF THE SUPPORT CABLE IS TOUCHING THE FIXTURE.

7. Follow instructions on the following page to install glass.



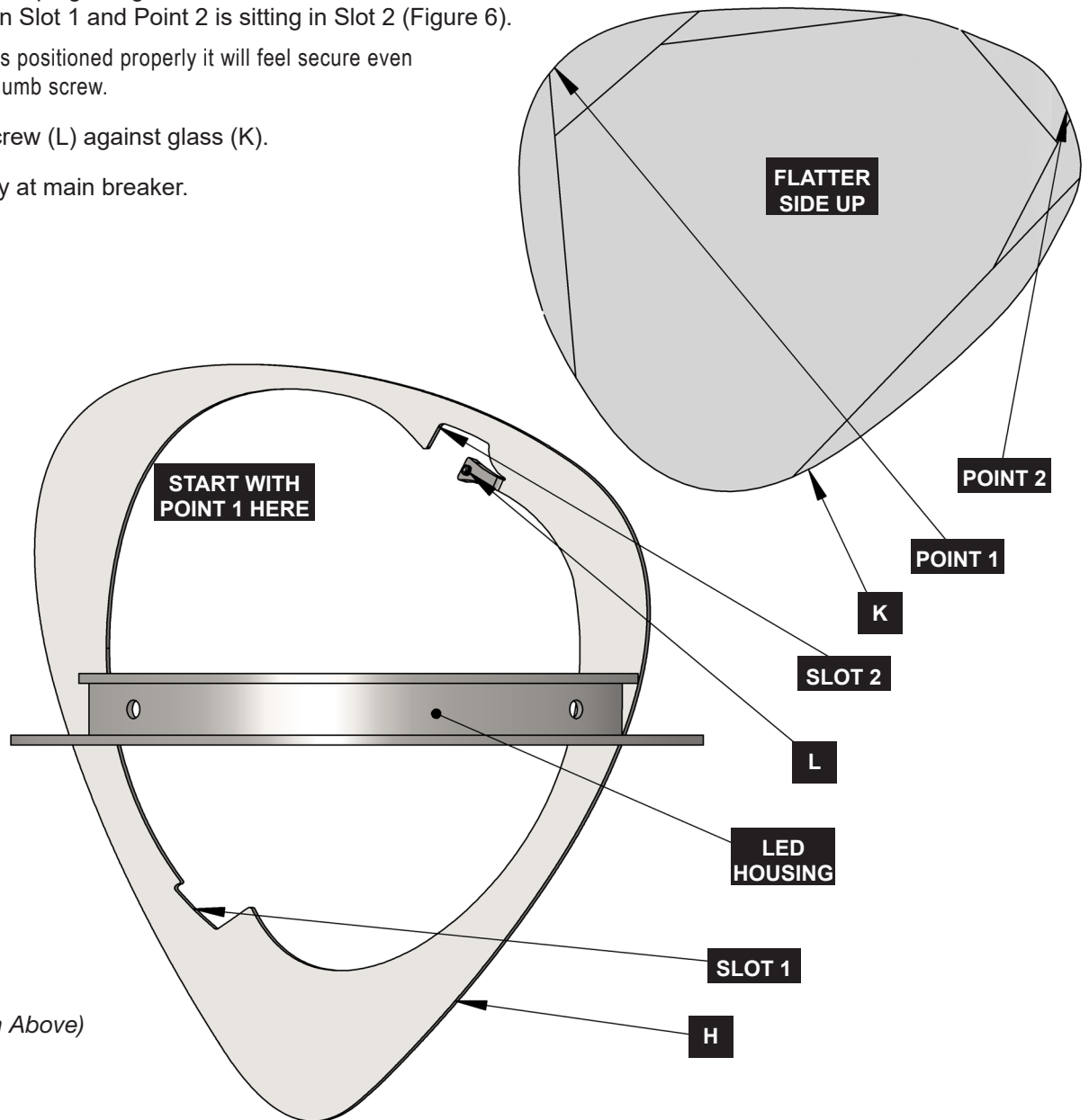
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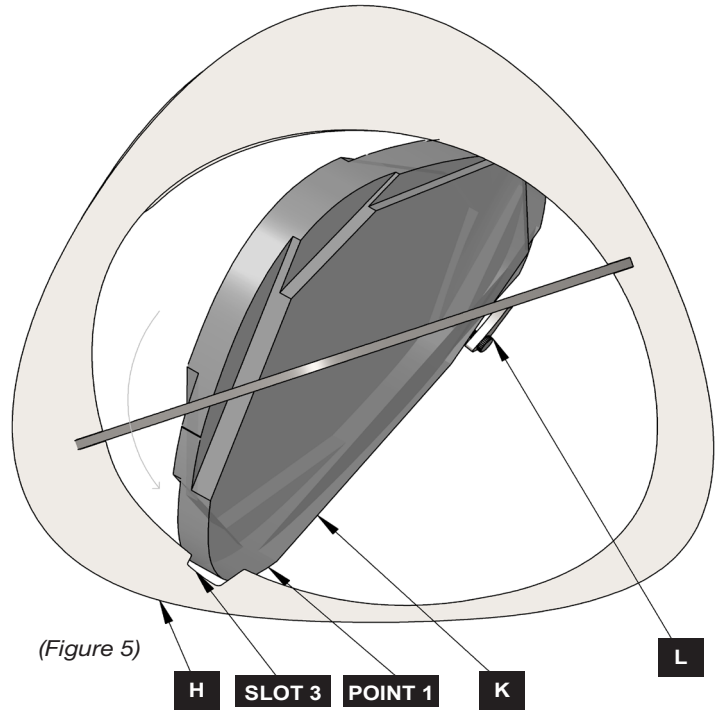
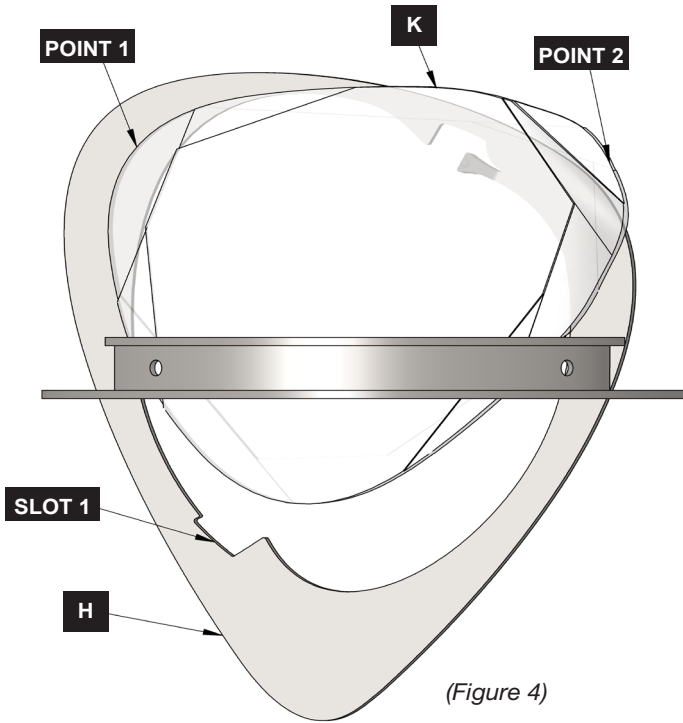
**To Install Glass** (Figures 3 - 6)

1. Locate glass (K) and use Figure 3 to determine starting orientation for glass installation.
2. Figure 3 shows the fixture (H) and glass (K) from above. Orient glass as shown and place Point 1 in the location shown in Figure 3. Glass should be above both slots but below the LED housing as shown in Figure 4.
3. Tilt glass (K) so that Point 1 is pointing toward the floor and position glass so that it lines up with both Slots 1 & 2 from Figure 3, and Slot 3 from Figure 5.
4. Rotate glass (K) keeping it aligned with all three slots until Point 1 is sitting in Slot 1 and Point 2 is sitting in Slot 2 (Figure 6).  
**Note:** When glass is positioned properly it will feel secure even before tightening thumb screw.
5. Tighten thumb screw (L) against glass (K).
6. Restore electricity at main breaker.



(Figure 3, View from Above)

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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.**

