

# QUICK START GUIDE



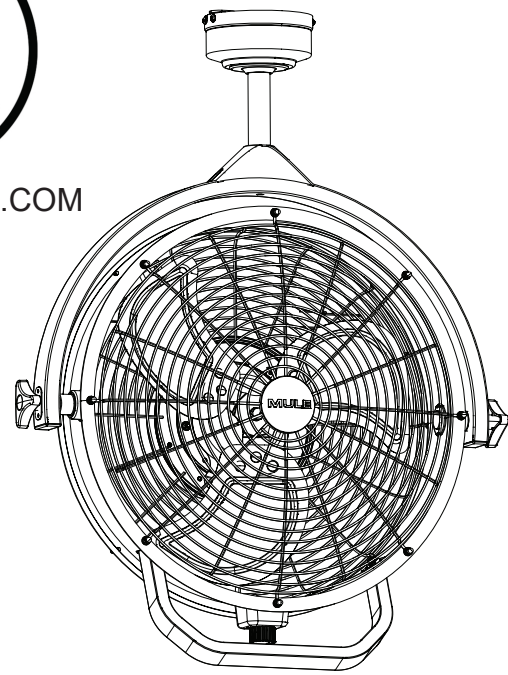
## BEFORE YOU BEGIN ASSEMBLING THE GARAGE FAN

Read all instructions before you begin assembly. If any parts are missing, please contact Customer Service at 1-877-289-8692, 8 a.m. - 5 p.m. Central Time, Monday - Friday.

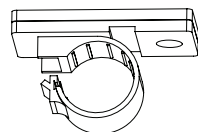
**GARAGE FAN MODEL #52008, 52016**



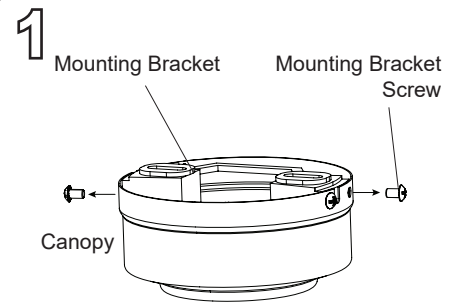
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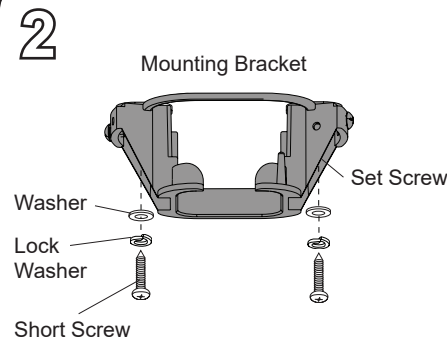
Fan includes 12-inch downrod for ceilings 9 feet or higher and a 6-inch downrod for ceilings 8 feet or lower.



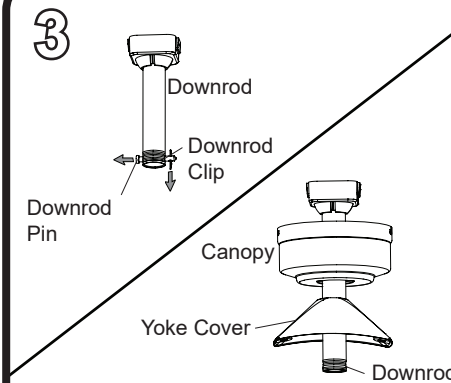
Cord Clip (x6)



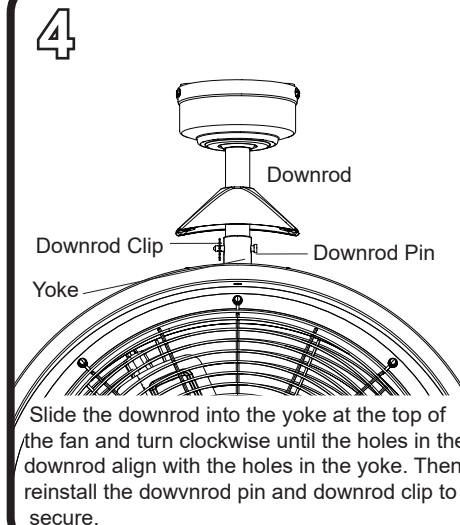
Loosen all four mounting bracket screws and completely remove the two screws from the round holes in the canopy. Save the screws for later. Remove the canopy from the mounting bracket.



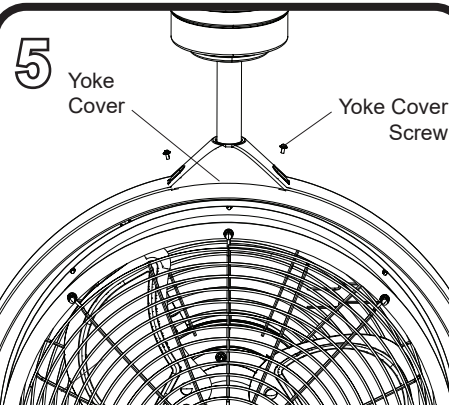
Use 2 short screws along with washer and lock washer to secure the mounting bracket to ceiling joists. Then, loosen but do not remove two set screws on each side of the mounting bracket.



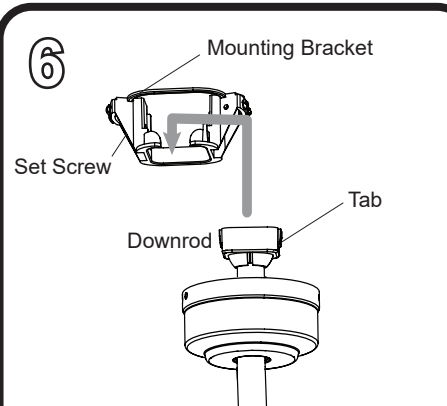
Select one of the two downrods. If longer downrod is needed, see page 2. Then, remove the downrod clip and downrod pin from the downrod. Insert the downrod through the canopy and yoke cover.



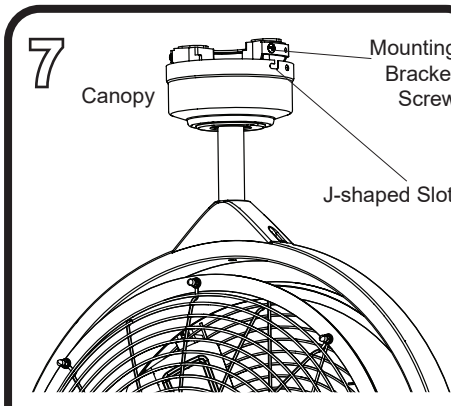
Slide the downrod into the yoke at the top of the fan and turn clockwise until the holes in the downrod align with the holes in the yoke. Then reinstall the downrod pin and downrod clip to secure.



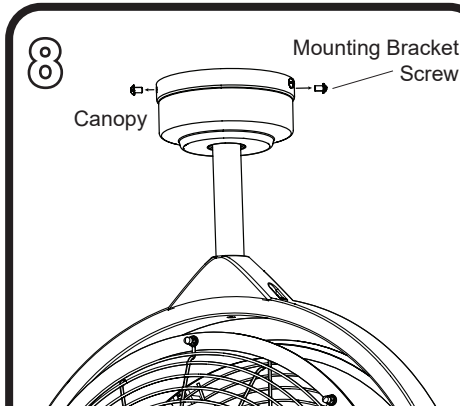
Remove the two yoke cover screws from the top of the fan. Use the two yoke cover screws to secure the yoke cover to the top of the fan assembly. Then, lower the yoke cover to rest on top of fan assembly.



Install the downrod into the opening of the mounting bracket. Tabs on downrod should face the sides of the mounting bracket to engage the slots inside the mounting bracket. Retighten the two set screws to secure.



Raise the canopy, ensure the two mounting bracket screws are aligned with the J-shaped slots in the canopy. Then turn the canopy in a clockwise direction until the mounting bracket screws are completely engaged in the J-shaped slots.



Install the two previously removed mounting bracket screws in the round holes. Securely tighten all mounting bracket screws.

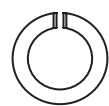
### HARDWARE KIT



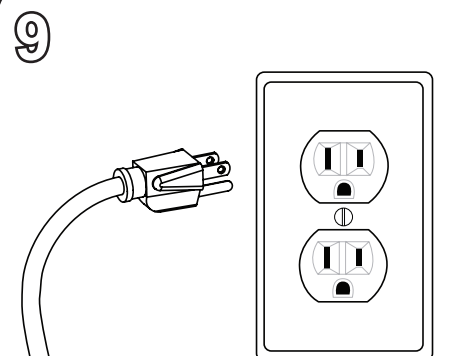
Short Screw (x2)



Washer (x2)



Lock Washer (x2)



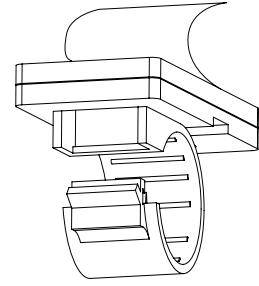
Plug power cord into a grounded 120V outlet.

### TOOLS REQUIRED

Tools required for assembly: Step ladder, Phillips screwdriver, and wire cutters (optional).

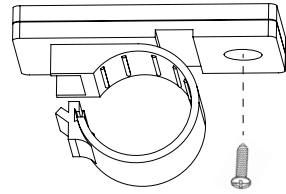
## ASSEMBLY INSTRUCTIONS (CONTINUED)

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Use cord clips (I) to secure the fan's power cord to ceiling in a path toward the power outlet. Peel the backing off of the double-sided tape preassembled to back side of each cord clip (I).

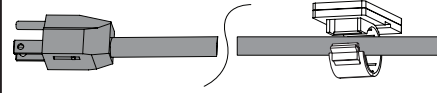
14



Wood Screw  
(not included)

(Optional) Cord clips have a round hole to accommodate a wood screw (sold separately) as an option to the taping method.

15



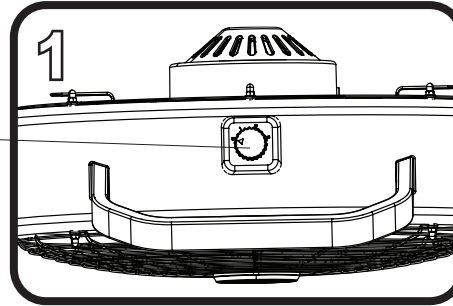
Secure each cord clip (I) to the ceiling. Then insert the cord into each clip and press the clip closed to secure the cord. Note: Leave adequate slack near the fan to allow fan to swivel and/or tilt.

## OPERATING INSTRUCTIONS

1. **Fan Control** is located on the bottom side of the fan. The fan has four settings:

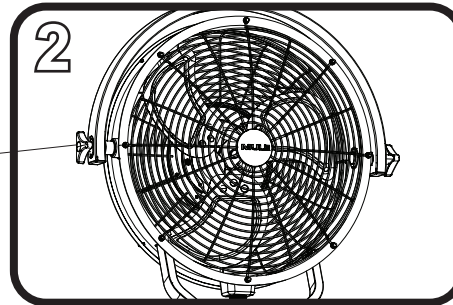
- 0 - Off
- 1 - Low Speed
- 2 - Medium Speed
- 3 - High Speed

Fan Control



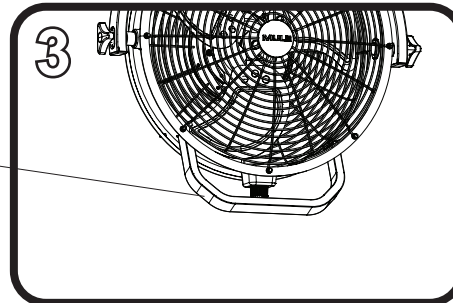
2. Use tilt knobs on sides of fan to adjust airflow up or down. Loosen tilt knobs by turning counterclockwise, adjust fan, and retighten tilt knobs.

Tilt Knob



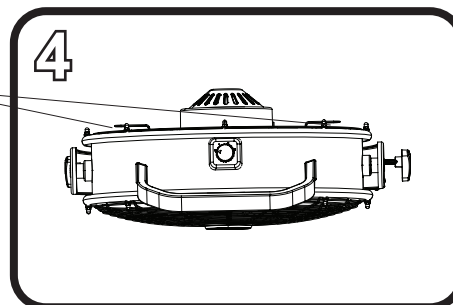
3. Use adjustment handle located on bottom of fan to change the direction of airflow from left to right.

Adjustment Handle



4. Cord Brackets are located on back of fan. When not in use, wrap power cord around the two cord brackets.

Cord Brackets

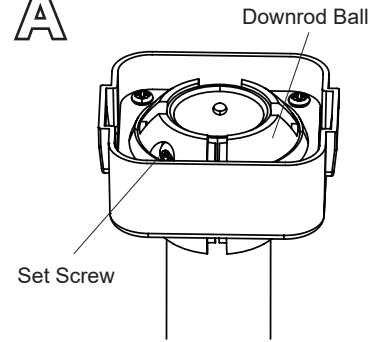


## TROUBLESHOOTING

Fan does not work. Ensure the main power cord is plugged into a 120V receptable and set to Low (1), Medium (2) or High (3).

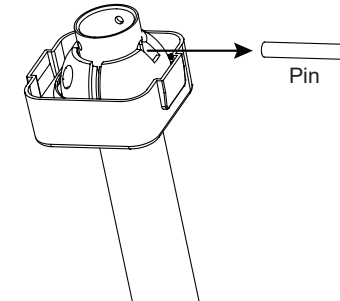
## REPLACE DOWNROD

A



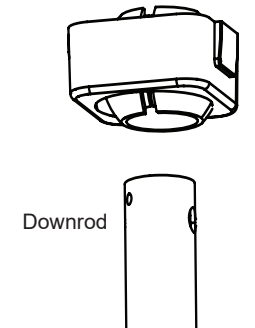
Tilt the downrod ball in the square bracket to access and remove the set screw with Phillips screwdriver.

B



Lower the downrod ball and square bracket to access and remove the pin.

C



Remove the downrod and exchange with the extra downrod. Slide extra downrod into downrod ball. Replace the pin and set screw as shown in previous steps.

## SAFETY INFORMATION

### CAUTION:

- Read and follow all instructions before operating fan.
- Do not use fan if any part is damaged or missing.
- This garage fan is rated for indoor and damp locations.
- Connect to properly grounded outlets only.
- Do not insert fingers or any other objects through the grill guard when fan is in operation.
- Disconnect the fan when moving from one location to another.
- Disconnect the fan when removing guards for cleaning.
- Do not use fan near windows. Rain and water may create an electrical hazard.
- Do not alter the fan's assembly.

### WARNING:

- To reduce the risk of fire or electrical shock, do not use this fan with any solid state speed control device. This appliance has a 3-prong plug. To reduce the risk of electrical shock, this plug is intended to fit in an outlet only one way. If this does not fit the outlet, contact a qualified electrician. Do not attempt to bypass this procedure.
- Failure to secure set screws on sides of the mounting bracket may result in fan falling causing serious injury or death.

## WARRANTY

The manufacturer warrants all of its utility fans against defects in materials and workmanship for one (1) year from the date of purchase. If within this period the product is found to be defective, take a copy of the bill of sale as a proof of purchase and the product in its original carton to the place of purchase. The manufacturer will, at its option, repair, replace or refund the purchase price to the consumer. All costs of installation and removal of the fixture is the responsibility of the consumer. This warranty does not cover utility fans becoming defective due to misuse, accidental damage or improper handling and/or installation and specifically excludes liability for direct, incidental or consequential damages. As some states do not allow exclusions of limitations on an implied warranty, the above exclusion and limitation may not apply. This warranty gives you specific rights and you may also have other rights which may vary from state to state.

## CUSTOMER SERVICE

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