urban ambiance

Ceiling Fan Installation Manual
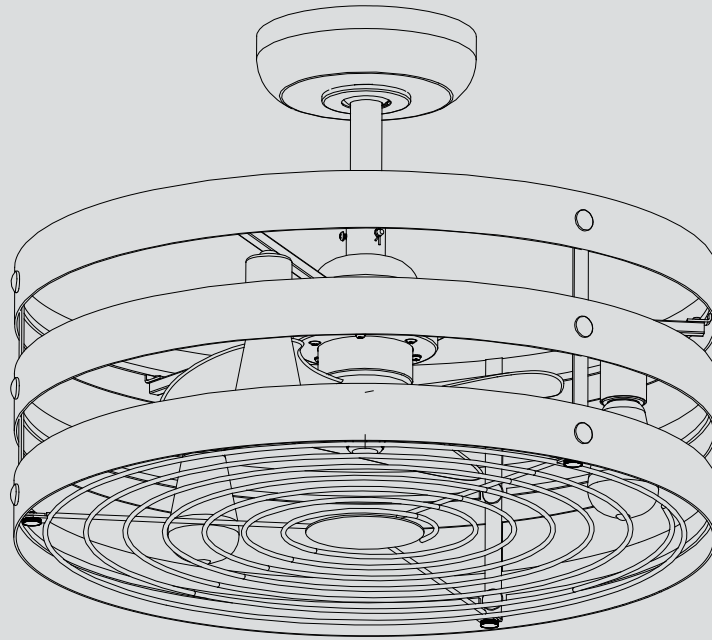
UHP9030
UHP9031

Table of Contents

1. To reduce the risk of electric shock, insure electricity has been turned off at the circuit breaker or fuse box before beginning.

2. All wiring must be in accordance with the National Electrical Code and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.

3. WARNING: To reduce the risk of electrical shock and fire, do not use this fan with any solid-state fan speed control device.

4. WARNING: To reduce the risk of fire, electric shock, or personal injury, mount to outlet box marked "Acceptable for Fan Support of 15.9 kg (35 lbs.) Or Less" and use mounting screws provided with the outlet box. Most outlet boxes commonly used for the support of light fixtures are not acceptable for fan support and may need to be replaced. Due to the complexity of the installation of this fan, a qualified licensed electrician is strongly recommended.

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WARNING
TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL
INJURY, MOUNT FAN TO OUTLET BOX MARKED ACCEPTABLE FOR
FAN SUPPORT.
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5. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 35 lbs (15.9 kg) or less. Use only UL-listed outlet boxes marked FOR FAN SUPPORT.

6. The fan must be mounted with a minimum of 7 ft (2.1m) clearance from the bottom of the fan guard to the floor.

7. Avoid placing objects in the path of the blades.

8. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.

9. Do not use water or detergents when cleaning the fan or fan blades. A dry dust cloth or lightly dampened cloth will be suitable for most cleaning.

10. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into the outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box.

11. Electrical diagrams are for reference only. Light kits that are not packed with the fan must be UL Listed and marked suitable for use with the model fan you are installing. Switches must be UL General Use Switches. Refer to the Instructions packaged with the light kits
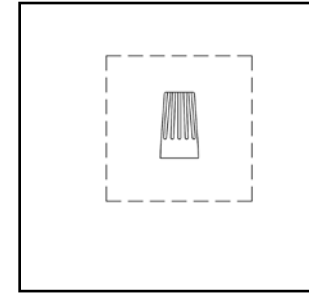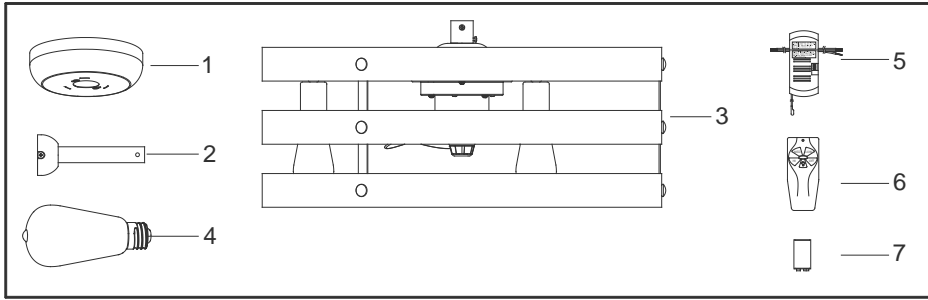
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WARNING
TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE
BLADE ARMS (ALSO REFERRED TO AS BRACKETS) DURING
ASSEMBLY OR AFTER INSTALLATION. DO NOT INSERT OBJECTS IN
THE PATH OF THE BLADES.
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NOTE
READ AND SAVE ALL INSTRUCTIONS!
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1. Safety Rules

Unpack your fan and check the contents. You should have the following items:

1. Canopy assembly
2. Ball/downrod assembly
3. Fixture assembly
4. LED bulbs (3)

5. Receiver
6. Transmitter
7. 9V battery

8. Loose parts bag containing:

a. Mounting hardware Wire nuts (6)

Tools Required

Phillips screw driver, straight slot screw driver, adjustable wrench, step ladder, and wire cutters.

Mounting Options

If there isn't an existing cUL listed mounting box, then read the following instructions. Disconnect the power by removing fuses or turning off circuit breakers.

Secure the outlet box directly to the building structure. Use appropriate fasteners and building materials. The outlet box and its support must be able to fully support the moving weight of the fan (at least 35 lbs). Do not use plastic outlet boxes.

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                    WARNING
   TO REDUCE THE RISK OF FIRE, ELECTRIC
     SHOCK, OR OTHER PERSONAL INJURY,
      MOUNT FAN ONLY TO AN OUTLET BOX
   MARKED ACCEPTABLE FOR FAN SUPPORT
      AND USE THE MOUNTING SCREWS
   PROVIDED WITH THE OUTLET BOX. OUTLET
         BOXES COMMONLY USED FOR THE
    SUPPORT OF LIGHTING FIXTURES MAY NOT
     BE ACCEPTABLE FOR FAN SUPPORT AND
   MAY NEED TO BE REPLACED. CONSULT A
        QUALIFIED ELECTRICIAN IF IN DOUBT.
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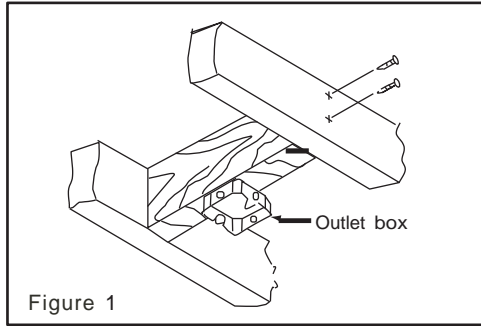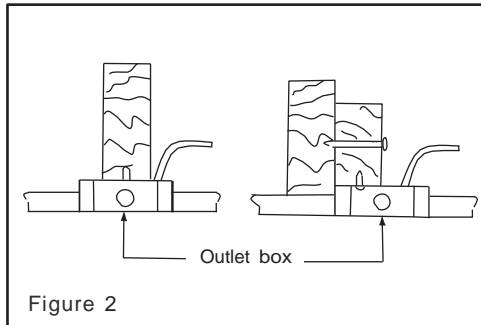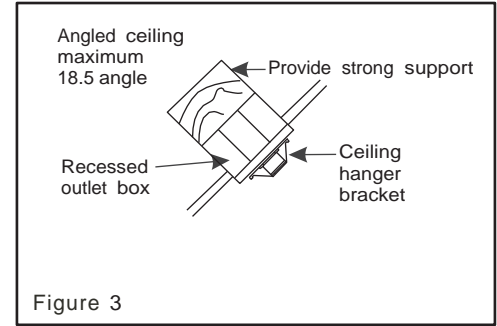

Figure 1

Figure 2

Figure 3

Note: You may need a longer downrod to maintain proper clearance when installing on a steep, sloped ceiling.
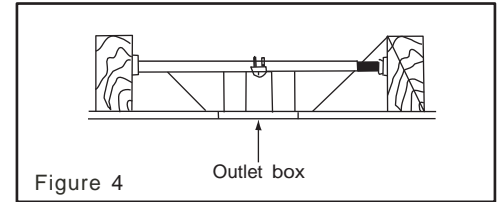

Figure 4

To hang your fan where there is an existing fixture but no ceiling joist, you may need an installation hanger bar as shown in Figure 4 (available at your Progress Lighting Retailer).

3. Installing Your Fan

Hanging the Fan

REMEMBER to turn off the power. Follow the steps below to hang your fan properly:

Step 1. Insert the end of downrod (B) through the connector (PP),align the two holes in the downrod (B) and the connector (PP).(Fig.5)

Step 2. Insert a plug pin (GG) through the two holes in the downrod (B) and the connector (PP). (Fig.5)

Step 3. Insert the R-shaped pin (HH) though the hole near the end of the plug pin (GG) until it snaps into its locked position. (Fig.5)

Step 4. Install the screw (FF) to the connector (PP), and make sure it's tighten. (Fig.5)
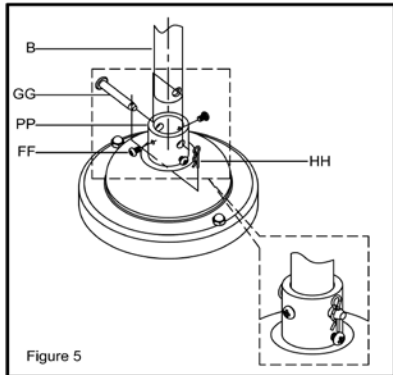
Step 5. Insert the canopy (C) and metal cover (D) through the downrod (B). (Fig.6)

Step 6. Insert the hanger ball (J) through the downrod (B), and then insert a plug pin (L) through the hole in the downrod (B). (Fig.6)

Step 7. Insert the plug pin to the slot cut off in the hanger ball (J) until it snaps into its locked position. (Fig.6)
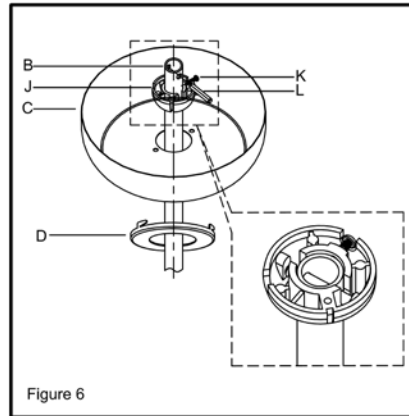
Step 8. Install the Hanger bracket (A) on the outlet box by using the washer and screws are provided with the junction box. (Fig.7)

Step 9. Put the hanger ball (J) through the open side of the ceiling mounting bracket, and then insert the hanger ball to the slot cut off in the ceiling mounting bracket. (Fig.7)

Figure 5

Figure 6

Figure 7

4.
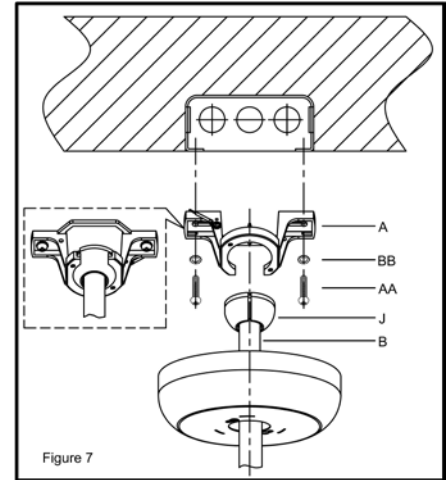
Make the Electric Connections

WARNING: To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring.

CODE SWITCH: Codes are set by pushing dip switches up or down. It is imperative that the code used for both transmitter and receiver is exactly the same, otherwise remote controller will not work. Please note the code switch will enable you to operate a second remote controller independently. For example, if you have two ceiling fans with 2 remote control units, set 2 different codes for each set of transmitter/receivers. This means you can operate each ceiling fan independently. Your remote control is ready for use after battery installation. (Fig.8)
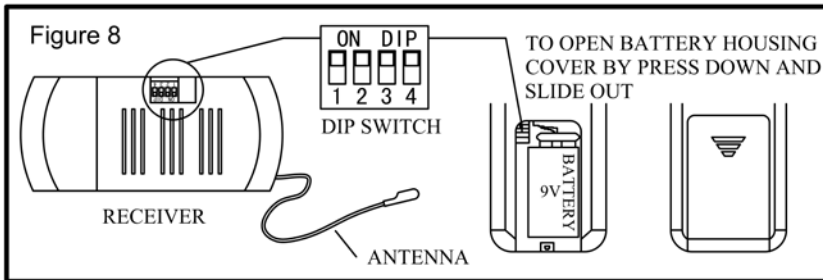
Step 1. Fan motor to Receiver Electrical and Current Limiter Connections: Connect the Black wire from the fan to Black wire marked "TO MOTOR L". Connect the White wire from the fan to the White wire marked "TO MOTOR N" from the receiver and the White wire from the Current limiter. Connect the blue (light) wire to the black wire from the Current Limiter. Connect the Red wire from the Current Limiter to the Blue wire from the Receiver. Secure wire connections with the plastic wire nuts provided. (Fig. 9)

Step 2. Receiver to House Supply Wires Electrical Connections: Connect the black (hot) wire from the ceiling to the black wire marked "AC in L" from the receiver. Connect the white (neutral) wire from the ceiling to the white wire marked "AC in N" from the Receiver. Secure the wire connections with the plastic wire nuts provided. (Fig. 9)

Step 3. If your outlet box has a ground wire (green or bare copper) connect it to the fan ground wires; otherwise connect the hanging bracket ground wire to the mounting bracket. Secure the wire connection with a plastic nut provided. After connecting the wires spread them apart so that the green and white wires are on one side of the outlet box and black and blue wires are on the other side. Carefully tuck the wire connections up into the outlet box. (Fig. 9)


Figure 8

Figure 9
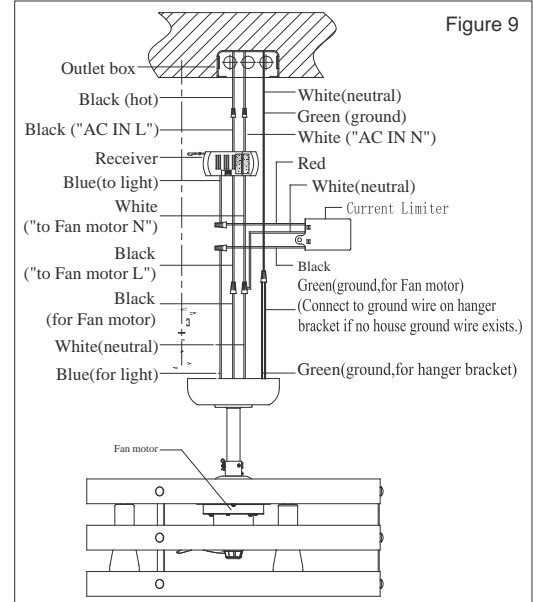
An additional safety support is provided to prevent the fan from falling. Secure the safety cable to the ceiling joist with screw and washer. (Fig. 10)

Figure 10

- Safety cable
- Flat washer
- Spring washer
- #8 X 1-1/2 Screw
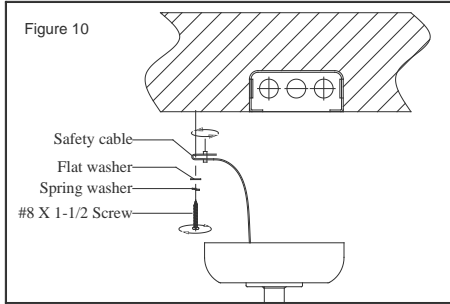
Step 4. Once the connection has been made, the receiver inserts into the drop rod hanging bracket. The canopy comes up to cover the receiver and bracket. (Fig. 11)

RECEIVER

HANGER BRACKET

CANOPY

Figure 11

A

C

FF

D

Figure 12
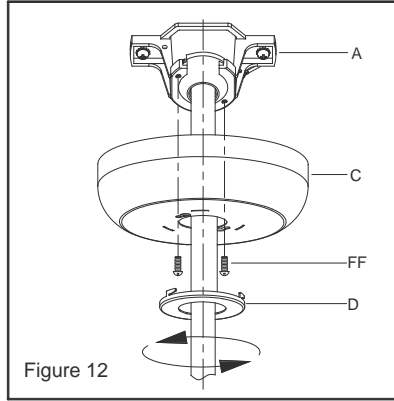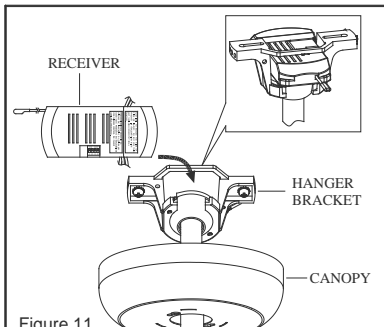
Installing the canopy:

Step 1. Align the locking slots of the canopy (C) with the two screws (FF) in the mounting bracket (A). Push up to engage the slots and to lock in place. (Fig. 12)

Step 2. Rotate the metal cover (D) clockwise to lock in the bottom of the canopy. (Fig. 12)

Installing metal mesh and bulbs:

Step 1. Insert the fan blades (M) onto the shaft (U), install lock nut (Q) onto the fan shaft after the blade assembly (M) is installed. (Fig. 13)

Step 2. Screw light bulbs (F) into the fixture sockets. (Fig. 13)

Step 3. Align the locking slots of the metal grill (G) with three Knurled screw (H) in the fixture (E). Push up to engage the slots and to lock in place. (Fig. 13)

Figure 13

O O O U E M Q F G H
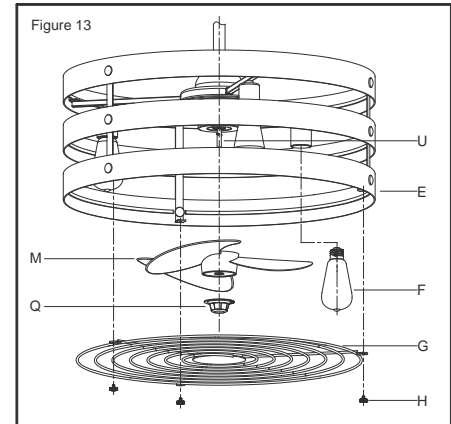
FUNCTIONS OF TRANSMITTER:

OFF   : Turn off the ceiling fan.
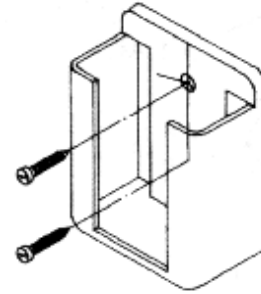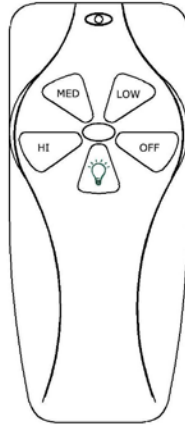
HI   : Turn on the fan at high speed.

MED   : Turn on the fan at medium speed.

LOW   : Turn on the fan at low speed.

LIGHT   : ON/OFF- Press and release
immediately to turn on or off the light.

DIMMER(If any)- Press and hold on to dimmer

or brighten the light.

Installation   of   Transmitter
Wall Mount Holder with two
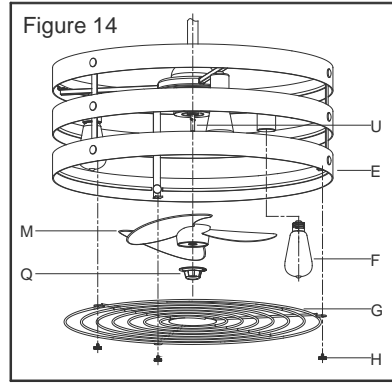screws.

7. Operating Your Transmitter

The Reverse switch is located on the motor housing. Slide the switch to the Left for warm weather operation. Slide the switch to the Right for cool weather operation. (Fig. 13)

NOTE: Wait for fan to stop before changing the setting of the slide switch.

Speed settings for warm or cool weather depend on factors such as the room size, ceiling height, number of fans, etc.

Warm weather - (Forward) A downward air flow creates a cooling effect as shown in Figure 14. This allows you to set your air conditioner on a higher setting without affecting your comfort.

Cool weather - (Reverse) An upward airflow moves warm air off the ceiling area as shown in Figure 15. This allows you to set your heating unit on a lower setting without affecting your comfort.

Figure 14

Disassembling Your Fan

This fan comes with a pre-assembled blade and front guard for your easy installation. Check that all screws are tight and securely in place.
Use a lint free lightly damp cloth or duster to remove dust from the blades.

Figure 15

Figure 16

8.
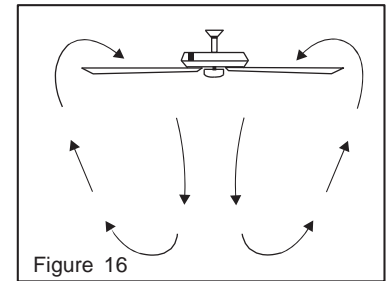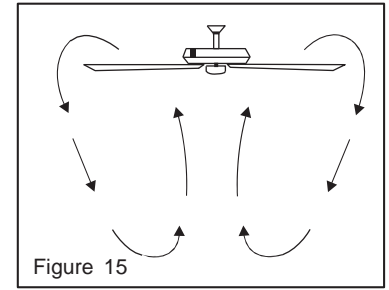
Here are some suggestions to help you maintain your fan

1. Because of the fan's natural movement, some connections may become loose. Check the support connections, brackets, and blade attachments twice a year. Make sure they are secure. (It is not necessary to remove fan from ceiling.)

2. Clean your fan periodically to help maintain its new appearance over the years. Use only a soft brush or lint-free cloth to avoid scratching the finish. The plating is sealed with a lacquer to minimize discoloration or tarnishing. Do not use water when cleaning. This could damage the motor, or the wood, or possibly cause an electrical shock.

3. Cover small scratches with a light application of shoe polish.

4. There is no need to oil your fan. The motor has permanently lubricated bearings.

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IMPORTANT
MAKE SURE THE POWER IS OFF AT THE
ELECTRICAL PANEL BOX BEFORE YOU
ATTEMPT ANY REPAIRS. REFER TO THE
SECTION "MAKING ELECTRICAL
CONNECTIONS"
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9. Care of Your Fan

Problem	Solution
Fan will not start.	1. Check circuit fuses or breakers.
	2. Check line wire connections to the fan and switch wire connections in the switch housing. CAUTION: Make sure main power is off.
	3. Check to make sure the dip switches from the transmitter and receiver are set to the same frequency.
	4. Check the battery in the transmitter.
Fan sounds noisy.	1. Make sure all motor housing screws are snug.
	2. Make sure wire nut connections are not rubbing against each other or the interior wall of the switch housing. CAUTION: Make sure main power is off.
	3. Allow a 24-hour "breaking-in" period. Most noise associated with a new fan disappear during this time.
	4. Check that light bulb is also secure.
	5. Some fan motors are sensitive to signals from solid-state variable speed controls. If you have installed this type of control, choose and install another type of control.
	6. Make sure the upper canopy is a short distance from the ceiling. It should not touch the ceiling.
Remote control malfunction	1. Do not connect the fan with wall mounted variable speed control (s).
	2. Make sure the dip switches are set correctly.

Troubleshooting 10.

Size	Speed	Volts	Fan Power Consumption (without lights) WATT	Airflow CFM	Airflow Efficiency (Higher Is Better) CFM/WATT	Net Weight	Gross Weight	Cubic Feet
14in.	Low	120	22.93	873.41	38.01	24.8 lb (11.27kg)	28.76 lb (13.06kg)	5.89cu. Ft.
	Medium		31.95	1099.56	34.41			
	High		39.05	1297.28	32.99			

These are approximate measures. They do not include Amps and Wattage used by the light kit.

11. Specifications