urban ambiance

Ceiling Fan Installation Manual

UHP9170
UHP9171
UHP9172

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.

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 trailing edge of the blades to the floor.

7. To operate the reverse function on this fan, press the reversing button while the fan is running.

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

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

10. 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.

11. 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.

12. 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.
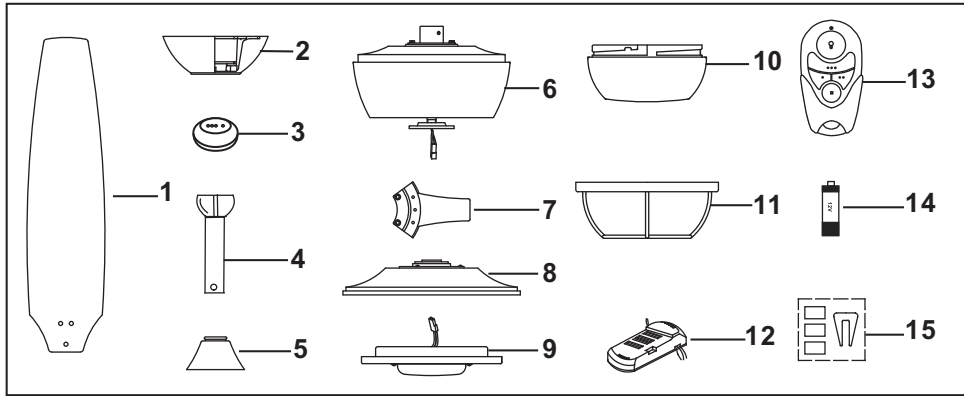

WARNING
THIS PRODUCT CONTAINS CHEMICALS KNOWN TO THE STATE OF CALIFORNIA TO CAUSE CANCER, BIRTH DEFECTS AND /OR OTHER REPRODUCTIVE HARM. THOROUGHLY WASH HANDS AFTER INSTALLING, HANDLING, CLEANING, OR OTHERWISE TOUCHING THIS PRODUCT.
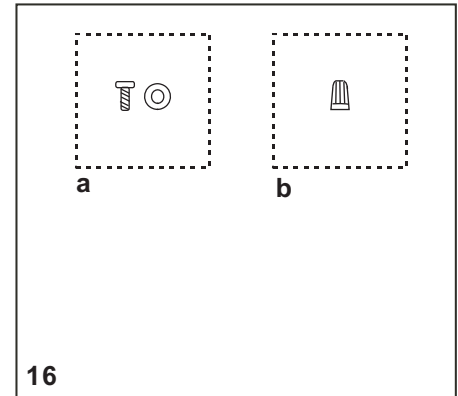

NOTE
READ AND SAVE ALL INSTRUCTIONS!

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1. Safety Rules

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

1. Fan blades (5)
2. Canopy assembly
3. Down rubber cover
4. Ball/downrod assembly
5. Coupling cover
6. Fan motor assembly
7. Set of blades bracket (5)
8. Mounting plate

9. 18W LED light kit
10. Glass shade
11. Glass frame
12. Receiver with 6 wire nuts
13. Transmitter incl. 2 mounting screws
14. 12V battery
15. Balancing kit

16. Loose parts bag containing:

a. **Blade attachment hardware**
   (16 screws, 16 rubber washers)
b. **Mounting hardware**
   Wire nuts (3)

Unpacking Your Fan 2.

Tools Required

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

Mounting Options

If there isn't an existing UL 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.

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.
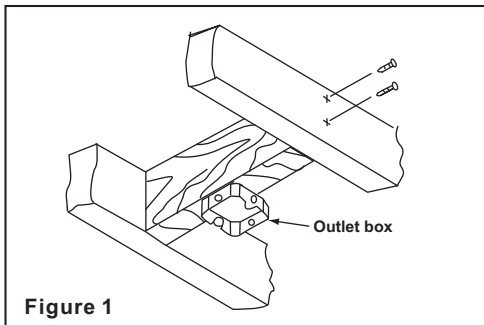

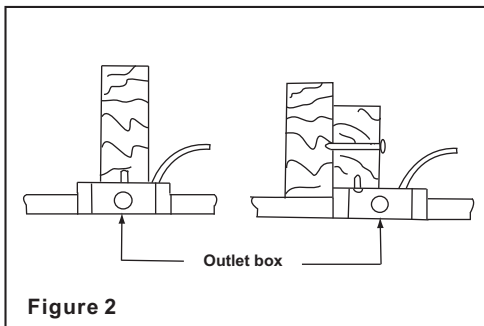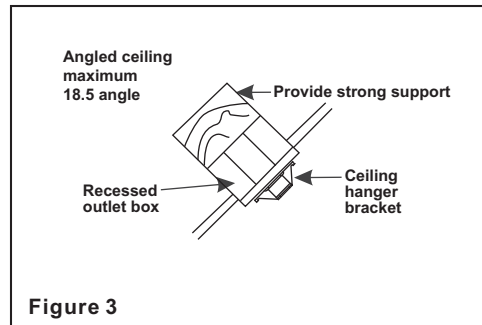Outlet box

Figure 1

Outlet box

Figure 2

Angled ceiling maximum 18.5 angle

Provide strong support

Recessed outlet box

Ceiling hanger bracket

Figure 3

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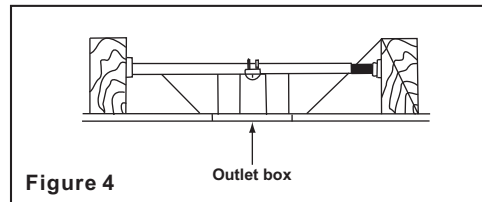

Outlet box

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.

3. Installing Your Fan

Hanging the Fan

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

Step 1. Remove the decorative canopy bottom cover from the canopy by turning the cover counter clockwise.(Fig. 5)

Step 2. Remove the mounting bracket from the canopy by removing the 1 of 2 screws from the bottom of the mounting bracket and loosening the other one a half turn from the screw head. Next, turn the canopy counter clockwise to removing the mounting bracket from the canopy. (Fig. 5)

Step 3. Pass the 120-volt supply wires through the center hole in the ceiling hanger bracket as shown in Fig. 6.

Step 4. Secure the hanger bracket to the ceiling outlet box with the screws and washers provided with your outlet box.

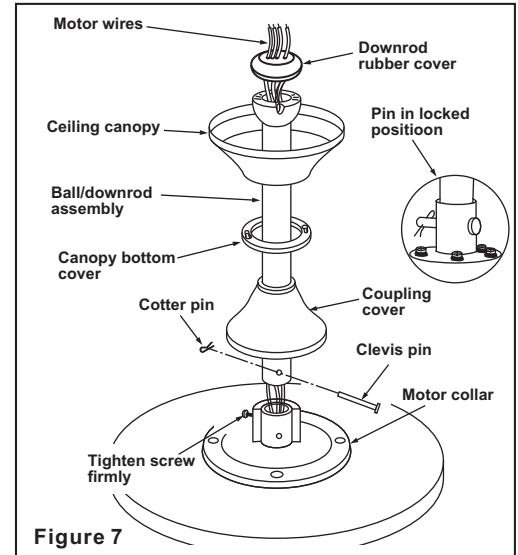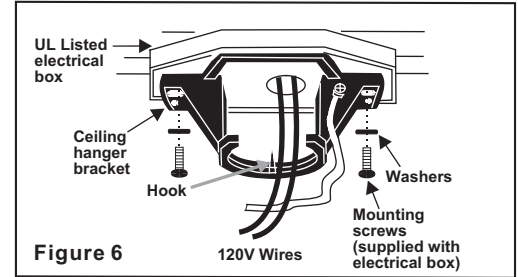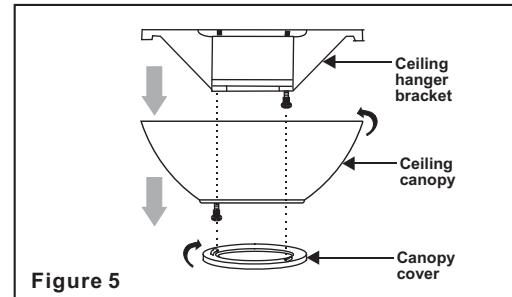**Step 5.** Remove the hanger pin, lock pin and set screws from the top of the motor assembly.

Step 6. Route wires exiting from the top of the fan motor through the coupling cover, canopy cover, canopy and then through the ball / downrod. (Fig. 7)

Step 7. Align the holes at the bottom of the downrod with the holes in the collar on top of the motor housing (Fig. 7). Carefully insert the hanger pin through the holes in the collar and downrod. Be careful not to jam the pin against the wiring inside the downrod. Insert the locking pin through the hole near the end of the hanger pin until it snaps into its locked position, as noted in the circle inset of Fig. 7.

WARNING
FAILURE TO PROPERLY INSTALL LOCKING PIN AS NOTED IN STEP 7 COULD RESULT IN FAN LOOSENING AND POSSIBLY FALLING.

Step 8. Tighten two set screws on top of the fan motor firmly. Place downrod rubber cover onto the hanger ball. (Figure 7)

Step 9. Place the downrod ball into the hanger bracket socket.

Figure 6

UL Listed electrical box
Ceiling hanger bracket
Hook
120V Wires
Washers
Mounting screws (supplied with electrical box)

Figure 5

Ceiling hanger bracket
Ceiling canopy
Canopy cover

Figure 7

Motor wires
Downrod rubber cover
Ceiling canopy
Pin in locked positioon
Ball/downrod assembly
Canopy bottom cover
Cotter pin
Coupling cover
Clevis pin
Motor collar
Tighten screw firmly

4.

Make the Electric Connections

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

NOTE: This remote control unit is equipped with 16 code combinations to prevent possible interference from or to other remote units. The frequency switches on your receiver and transmitter have been preset at the factory. Please recheck to make sure the switches on the transmitter and the receiver are set to the same position, any combination of settings will operate the fan as long as the transmitter and receiver are set to the same position. (Figure 8)

Step 1. (Figure 9) Insert the receiver into the mounting bracket with the flat side of the receiver facing the ceiling.

Step 2. (Fig. 10) Motor to Receiver Electrical 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. Connect the Blue wire from the fan to the Blue wire marked "For Light" from the receiver. Secure wire connections with the plastic wire nuts provided.

Step 3. (Figure 10) 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.

Step 4. (Figure 10) 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 he other side. Carefully tuck the wire connections up into the outlet box.

NOTE: Fan must be installed at a maximum distance of 20 feet from the transmitting unit for proper signal transmission between the transmitting unit and the fan's receiving unit.
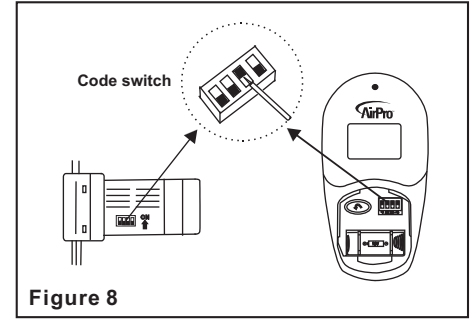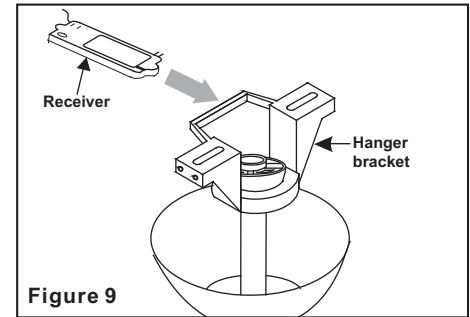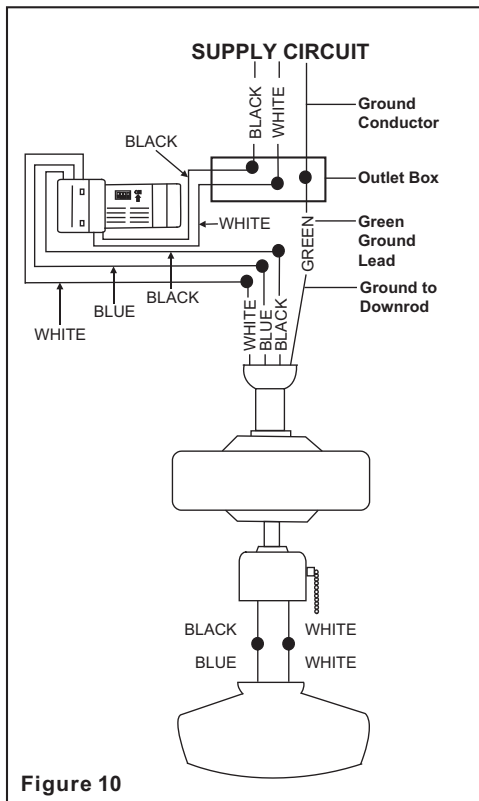

Figure 8

Figure 9

5.

SUPPLY CIRCUIT

BLACK WHITE

Ground Conductor

BLACK

Outlet Box

WHITE

Green Ground Lead

GREEN

Ground to Downrod

BLACK

BLUE

WHITE

WHITE BLUE BLACK

BLACK WHITE
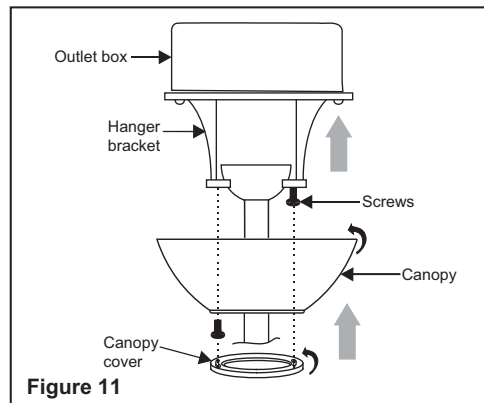BLUE WHITE

Figure 10

Finishing the Installation

Step 1. Tuck connections neatly into ceiling outlet box.

Step 2. Slide the canopy up to mounting bracket and place the key hole on the canopy over the screw on the mounting bracket, turn canopy until it locks in place at the narrow section of the key holes. (Fig. 11)

Step 3. Align the circular hole on canopy with the remaining hole on the mounting bracket, secure by tightening the two set screws. Note: Adjust the canopy screws as necessary until the canopy and canopy cover are snug.

WARNING
Make sure the notch on the hanging bracket properly sits in the groove in the hanger ball before attaching the canopy to the bracket by turning the housing until it drops into place.

Outlet box

Hanger bracket

Screws

Canopy
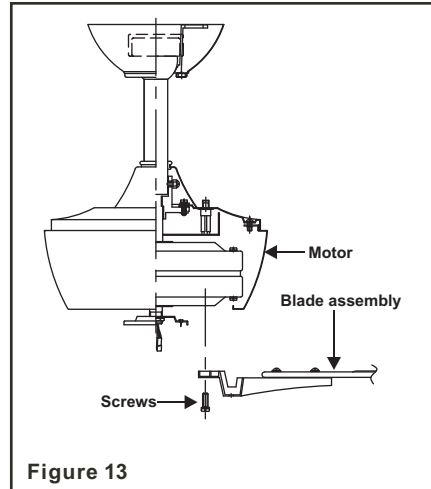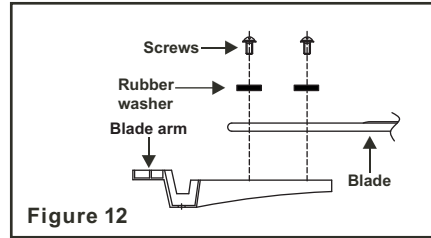
Canopy cover

Figure 11

6.

Attaching the Fan Blades

CAUTION: Remove 5 rubber packing mounts and discard before installation.

Step 1. Attach the blades to the blade arms using three screws and rubber washers as shown in Figure 12. Start a screw into the arm, do not tighten. Repeat for the 2 remaining screws and washers.

Step 2. Tighten each screw securely starting with the center screw. Make sure the blade is straight.

Step 3. Fasten the blade assembly to the motor using the motor screws provided. (Figure 13)
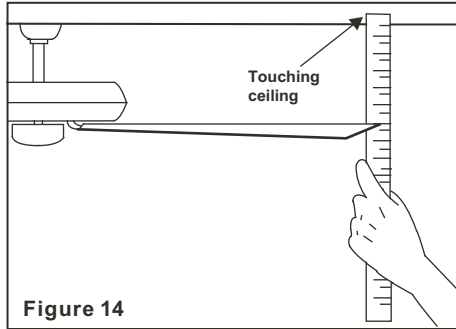
Figure 12

Figure 13

7.

Blade Balancing

The following procedure should correct most fan wobbling problems. Check after each step.

1. Check that all blade and blade arm screws are secure.

2. Most fan wobbling problems are caused when blade levels are unequal. Check this level by selecting a point on the ceiling above the tip of one of the blades. Measure this distance as shown in Figure 14. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. The distance deviation should be equal within 1/8".

3. Use the enclosed Blade Balancing Kit if the blade wobble is still noticeable.

4. If the blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.
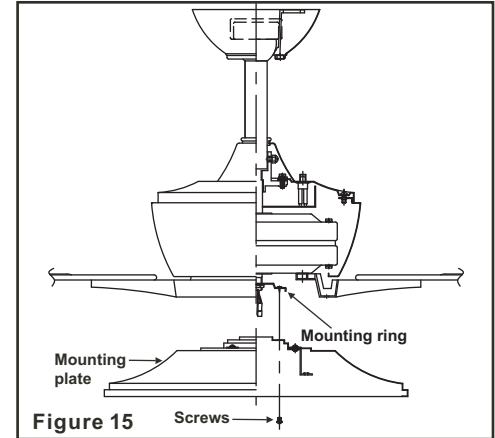
Touching ceiling

Figure 14

Installing the Mounting Plate

Step 1. Remove 1 of the 3 screws from the mounting ring and loosen the other 2 screws. (Do not remove)

Step 2. Place the key holes on the mounting plate over the 2 screws previously loosened from the mounting ring, turn mounting plate until it locks in place at the narrow section of the key holes. Secure by tightening the 2 screws previously loosened and the one previously removed. (Fig. 15)

Mounting ring

Mounting plate

Figure 15   Screws

8.

CAUTION: Before starting installation, disconnect the power by turning off the circuit breaker or removing the fuse at fuse box. Turning power off using the fan switch is not sufficient to prevent electric shock.

Step 1. Remove the 1 of 3 screws from the posts of the mounting plate and keep it for future use. Loosen the other 2 screws. (Do not remove) (Fig. 16)
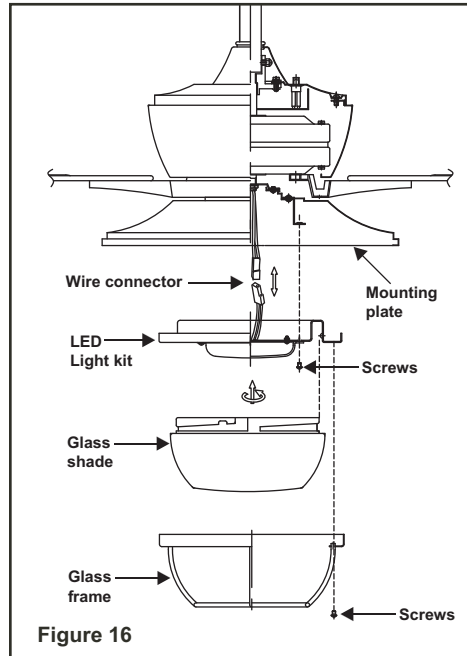
Step 2. While holding the LED light kit under your fan, make the polarized plug connections:
- White to white
- Black to blue

Step 3. Place the key holes in the LED light kit over the two screws previously loosened from the mounting plate. Turn the LED light kit until the LED light kit locks in place at the narrow section of the key holes. (Fig. 16)

Step 4. Securely tighten the two light kit mounting screws previously loosened and the one previously removed. (Fig. 16)
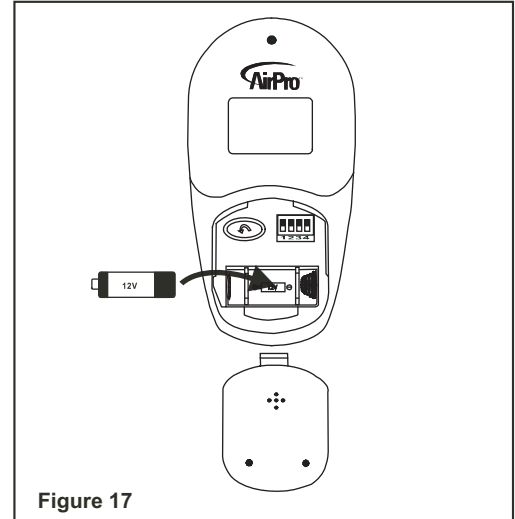
Step 5. Raise glass shade up against the LED light kit, and secure it to fan by turning light kit shade clockwise until snug. DO NOT OVERTIGHTEN. (Fig. 16)

Step 6. Install the glass frame onto the light kit with the four screws provided. Be sure to tighten all screws. (Fig. 16)

Figure 16

Installing the battery

Install 12V battery (included), to prevent damage to transmitter, remove the battery if not used for long periods.

Figure 17

9. Installing the Light Kit

Restore power to ceiling fan and test for proper operation.

1. "●,●●,●●●" buttons:
These three buttons are used to set the fan speed as follows:
● = Low speed
●● = Medium speed
●●● = High speed

2. " ■ " button:
This button turns the fan off.

3. The " 💡 " button turns the light ON or OFF and also controls the brightness setting. Press and release the button to turn the light ON or OFF. Press and hold the button to set the desired brightness. The light key has an auto-resume, it will stay at the same brightness as the last time it was turned off.
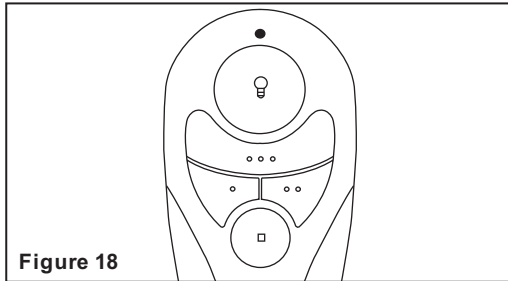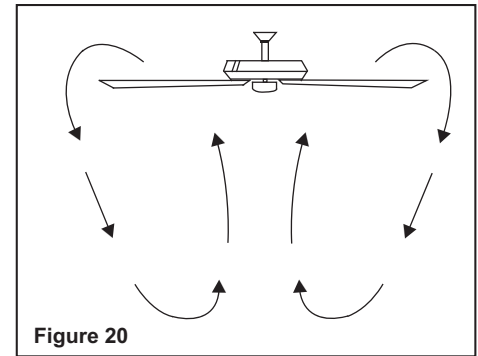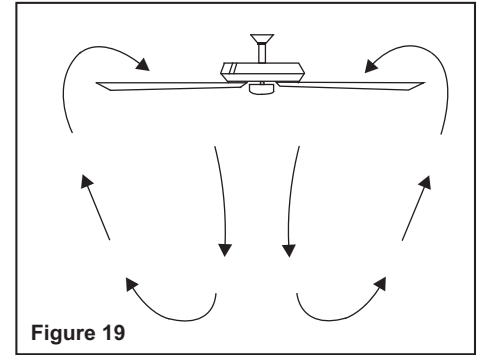

Figure 18

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.

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 19. 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 20. This allows you to set your heating unit on a lower setting without affecting your comfort.

Figure 19

Figure 20

Operating Your Transmitter 10.

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

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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11. 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.
Fan sounds noisy.	1. Make sure all motor housing screws are snug.
	2. Make sure the screws that attach the fan blade bracket to the motor hub is tight.
	3. 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.
	4. Allow a 24-hour "breaking-in" period. Most noise associated with a new fan disappear during this time.
	5. If using an optional light kit, make sure the screws securing the lampshade are tight. Check that light bulb is also secure.
	6. 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.
	7. 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 12.

Fan Size	Speed	Volts	Amps	Watts	RPM	CFM	N.W.	G.W.	C.F.
60"	Low	120	0.356	16.14	60	2672.99	27.82 lbs	32.23 lbs	3.10'
	High	120	0.62	74.7	148	6676.22			

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

13. Specifications