

# INSTALLATION INSTRUCTIONS FOR OUTDOOR USE HUNTER CEILING FANS USING INSTALLER'S CHOICE MOUNTINGS

## READ AND SAVE THESE INSTRUCTIONS

### CAUTION:

1. Read entire instructions carefully before beginning installation.
2. To avoid possible shock, be certain electricity is shut off at main panel before wiring.
3. All wiring must be in accordance with national and local electrical codes. If you are unfamiliar with wiring, you should use a qualified electrician.

### WARNING:

1. To reduce the risk of personal injury, do not bend the blade brackets when installing the brackets, balancing the blades, or cleaning the fan. Do not insert foreign objects in between rotating fan blades.
2. To reduce the risk of fire, electric shock or personal injury, mount to outlet box marked suitable for fan support.

### Step 1: Pre-Installation Instructions

**A.** Select installation site. Check to make sure that in normal use no object can come in contact with the rotating fan blades. The mounting site should also meet the precautions listed in Step 3.

**B.** Installation hardware is included for a standard ceiling. You will need an outlet box listed as "Suitable for outdoor use."

**C.** The fan blades must be mounted at least 7' above the floor. For maximum efficiency, there should not be any obstruction (walls, posts, etc.) within 24" of the blade tips. See Figure 1 for mounting distances.

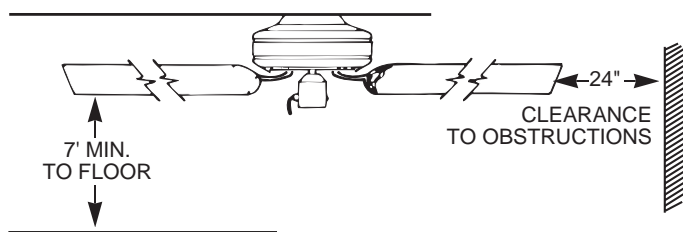


FIGURE 1

### Step 2: Inspection of Fan

- A.** Unpack unit carefully to avoid any damage to the components.
- B.** Check for any shipping damage to the motor and the fan blades. If more than one fan is being installed, keep the matched and balanced fan blades in sets, as they were shipped. Should one of the fan blades become damaged during shipment, return all blades in the set for replacement.
- C.** Check contents to be certain it contains a bag of parts.

### Step 3: Installation

**CAUTION:** Your Hunter ceiling fan with accessories can weigh up to 35 lbs. The following precautions must be taken for safety and to ensure that your fan is securely mounted to the ceiling.

- Be certain electricity is "off" at fuse panel when inspecting or preparing the installation site.
- All wiring and installation must meet local and national electrical codes.
- Do not mount directly to an unsupported ceiling. Mounting must support a 35 lb. fan with accessories.

**A.** Bring electrical cable into the outlet box and attach with an approved connector. Make certain that wiring meets all national and local electrical codes. Wire leads should extend at least 6" beyond outlet box for ease in making connections. See Figure 2.

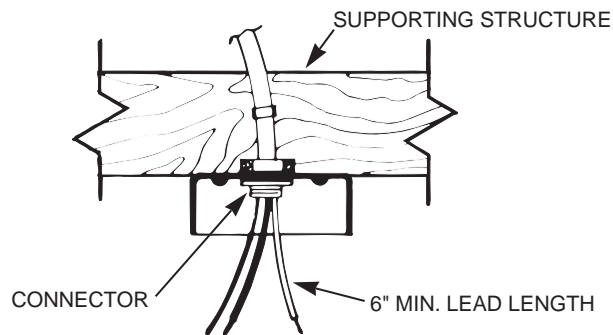


FIGURE 2

### Step 4: Installation of the Ceiling Plate And Neoprene Cover

**A.** Lay the neoprene cover over the ceiling plate. Orient so the notch is aligned with the ground screw which protrudes through the ceiling plate. See Figure 3. Pierce holes in the neoprene through the slots in the ceiling plate at a spacing to match the holes in the outlet box. Use the mounting screws to secure the ceiling plate and neoprene cover to the outlet box. See Figure 4.

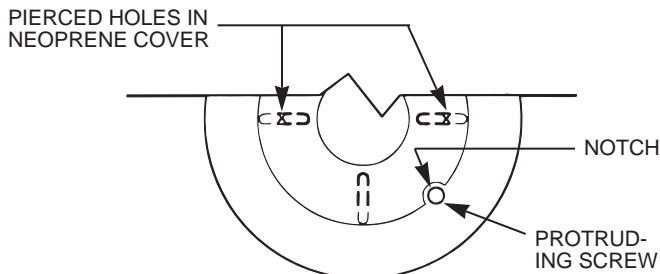


FIGURE 3

**B.** If the fan is installed **against a ceiling**, insert the three rubber spacers into the three round holes provided in the ceiling plate. Locate the spacers between the ceiling plate and the neoprene cover. See Figure 4.

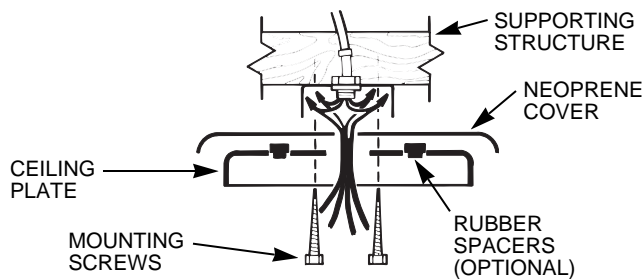


FIGURE 4

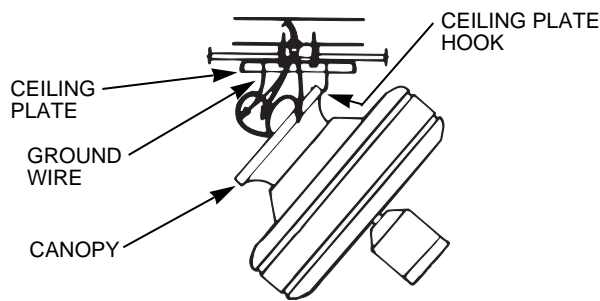


FIGURE 5A

**CAUTION:** Use spacers only if fan is mounted to a flat ceiling.

## Step 5: Fan Assembly

### NOTE: Assembly Methods For Installer's Choice Hanging System

Your new Hunter fan can be hung in (2) different manners, one as a low profile fan, the other as a ball type hanging fan. Read Steps 5 and 7 to decide which style of mounting you prefer.

#### Low Profile Fan

**A.** The canopy has (4) holes in the bottom. The large center hole fits over the adaptor on top of the fan. The (3) remaining holes are for the canopy assembly screws.

Place the canopy on top of the fan and align the proper holes.

See Figure 5. Make certain you have located the hole pattern by checking to see that the canopy sits flat on top of the fan without a space between the bottom of the canopy and the top of the fan. If a space is present, rotate the canopy slightly, eliminating the space.

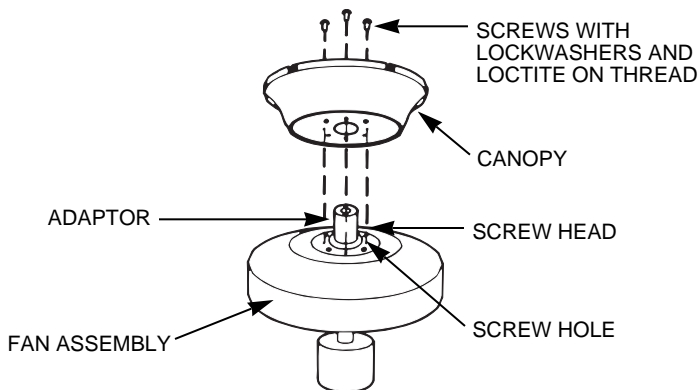


FIGURE 5

**B.** Next, poke through the neoprene material behind the holes with a sharp object, then secure the canopy to the top of the fan using (3) #10-32 screws with lockwashers packaged with the adaptor kit. Make certain the screws are tight. Failure to do so could result in the fan falling.

**CAUTION:** To ensure proper engagement of the canopy assembly screws, the canopy must fit snug against the top of the fan.

**CAUTION:** Do not lift motor by wires.

**C.** Being careful not to scratch the canopy finish, hang the fan from the hook in the ceiling plate using one of the (2) slots in the canopy. See Figure 5A.

#### Hanging Fan

**CAUTION:** Do not lift motor by wires.

**A.** Insert pipe nipple through canopy and feed wires from top of motor through pipe nipple. Screw pipe nipple into fan until tight (at least 4-1/2 turns). The setscrew locking the pipe nipple to motor must be tightened very securely. See Figure 5B. Failure to tighten screw could result in fan falling.

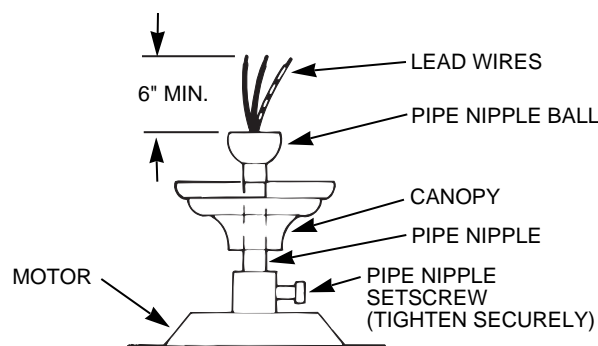


FIGURE 5B

**B.** Being careful not to scratch the canopy finish, hang the fan from the hook in the ceiling plate using one of the (2) slots in the canopy. See Figure 5A.

#### Step 6: Final Wiring

**A.** Connect electrical supply leads to the leads from motor, using approved connectors. Connect black electrical supply lead to the black motor lead and the black with white stripe motor lead (see Note). Connect the white electrical supply lead to the white motor lead. Connect the ground wire to the green leads from the motor and ceiling plate.

**NOTE:** If a separate wall switch will be used to control a lighting accessory, connect the black wire with white stripe to the wall switch lead. The wall switch must be a listed general-use switch.

**CAUTION:** No bare wire or wire strands should be visible after making connections.

If a light kit is used it must be marked "Suitable for outdoor use."

**B.** After making the wire connections, the wires should be spread apart with the white and green wires on one side of the outlet box, and the black and black/white wires on the other side of the box.

The splices should be turned upward and pushed carefully up into the outlet box.

**C.** Install the light kit in accordance with the instructions supplied with it.

**NOTE:** Some Hunter fans require a special adaptor plate between the switch housing and the light kit. This plate is provided with those fans which need it. It should be installed as shown in Figure 5C. If the switch housing on your fan is 3-1/4" diameter or less you do not need the adaptor, mount the light kit directly to the switch housing.

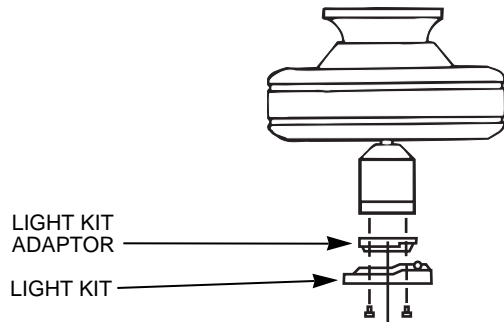


FIGURE 5C

### Step 7: Finish Fan Assembly

**A.** The ceiling plate has (3) mounting screw holes located on the side. Lift up the rubber cover and install (2) #10-32 X 1/2" Phillips round head screws halfway into two of these holes. See Figure 6.

Remove the fan from the ceiling plate hook. Make sure not to break any wire connections. The canopy has (2) mating slots and (1) mating hole. See Figure 6.

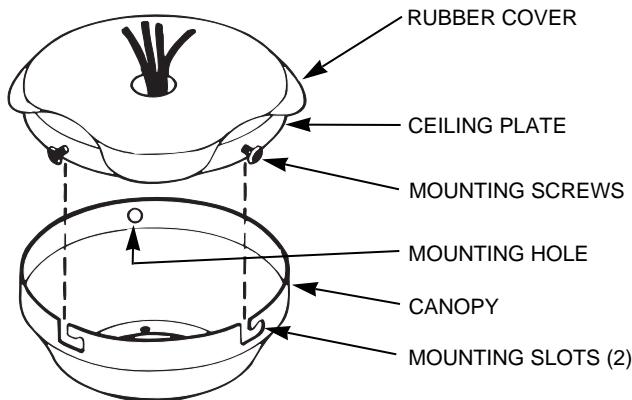


FIGURE 6

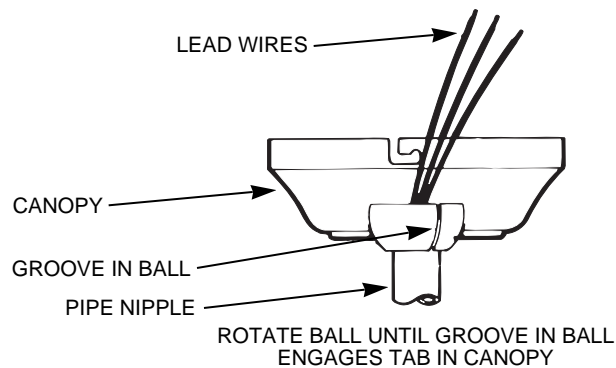


FIGURE 7

**B.** Position (2) slots in canopy directly under and in line with (2) mounting screws in ceiling plate. Lift fan until ceiling plate mounting screws are seated in bottom of slots in canopy. Rotate fan counterclockwise until both mounting screws drop into slot recesses. Tighten screws securely. Install third screw into mounting hole.

**CAUTION:** Failure to securely assemble the canopy screws could result in the fan falling.

**NOTE:** For the hanging fan configuration, rotate fan until groove in ball is positioned over tab in canopy. **Make certain groove and tab are engaged before running fan.** See Figure 7. Failure to do this could result in the fan falling.

### Step 8: Fan Blade Assembly, Installation, and Balancing

**NOTE:** Attach each blade with the central line (ridge) facing upward and flat side of blade facing downward. Correct installation is with the ridge upwards towards the ceiling.

**A.** Attach blades to blade brackets using three screws for each blade. See Figure 8.

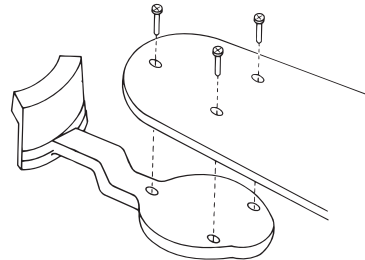


FIGURE 8

Next assemble the blade to the blade bracket. Make sure all screws are tight to prevent vibration or wobbling. Do not over-tighten as this may cause the screws to strip.

**B.** Remove the screws and rubber bumpers from the motor hub. Insert a mounting screw (provided) in hole in blade bracket. Use a screwdriver to hold in place. Align blade holes with mounting holes in hub by turning screw and readjusting blade bracket until screw mates with threaded hole in hub. Do not tighten until both screws have been put in blade bracket. Repeat for all blades. See Figure 9.

**C.** A blade balancing kit has been provided with your fan. Should the fan wobble in operation, you may use this kit to correct the balance per the instructions supplied with the kit.

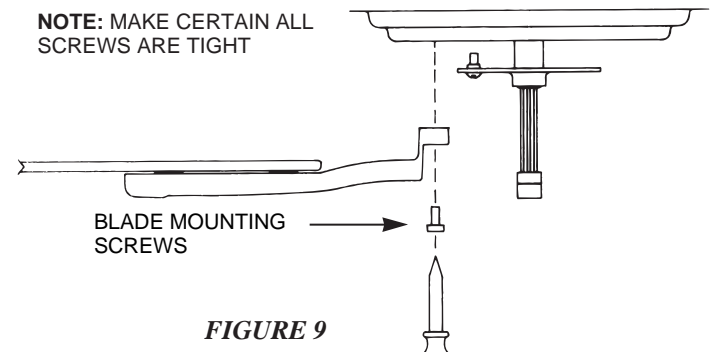


FIGURE 9

## Step 9: Assemble Upper Switch Housing

First remove and save the (3) screws and lockwashers from the mounting plate located at the end of the motor shaft.

Feed the upper plug connector through the hole in the center of the upper switch housing making sure you do not damage the wires.

Assemble the upper switch housing to the mounting plate using the (3) screws and lockwashers which you removed from the mounting plate. Tighten the screws very securely. See Figure 10.

**CAUTION:** Failure to properly tighten the (3) upper switch housing assembly screws could result in the switch housing falling.

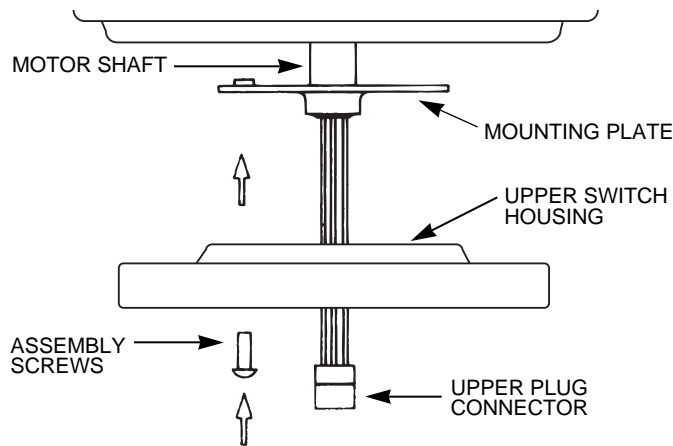


FIGURE 10

## Step 10: Assemble Lower Switch Housing

**A.** Assemble lower switch housing to upper switch housing. See Figure 11.

First connect the upper and lower plug connectors. See Figure 11.

**NOTE:** The plug is polarized and will only go together one way. Make sure you have correctly aligned both halves of the connector.

Next assemble the upper and lower switch housing using (3) 6-32 screws with lockwashers. Make sure the (3) holes in both halves of the switch housing line up with each other. You may have to slightly rotate the blades to allow clearance to the assembly screws. Snug the (3) screws, but do not over tighten or you could strip the threads.

**B.** Assemble the switch housing cover to the bottom of the switch housing by snapping the plug into the center of the cover and into the hole in the center of the switch housing. If you add a light kit the switch housing cover must be removed.

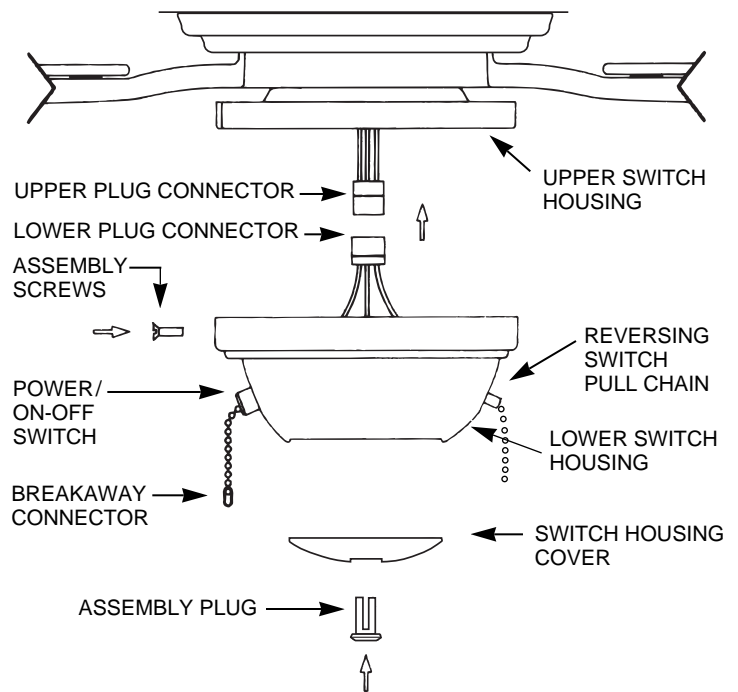


FIGURE 11

## Step 11: Operation of Fan

**A.** Turn electrical service on at main panel.

**B.** Switch operates in this sequence: "High," "Medium," "Low," "Off." Pull chain slowly to operate. Also, release the chain slowly so as to prevent chain from flying up into blades, possibly resulting in damage to blades, or pull chain. The breakaway connector is designed to separate from the chain at a predetermined force. If this separation occurs, simply reinsert the connector. It can be reused again and again. See Figure 11.

**C.** Motor is electrically reversible. When first operating fan, determine direction of air flow. If you wish to change direction, switch fan off and allow to stop. Pull the reversing switch chain and switch fan back on. See Figure 11.

## Speed Control

As an option, a wall mounted speed control switch is available from your Hunter dealer.

# TROUBLESHOOTING GUIDE

PROBLEM	PROBABLE CAUSE	SOLUTION
1. Nothing happens; fan does not move.*	<ol style="list-style-type: none"> <li>1. Power turned "off" or fuse blown.</li> <li>2. Loose wire connections or wrong connections.</li> <li>3. Motor reversing switch not engaged.</li> <li>4. Pull chain switch not "on."</li> <li>5. Rubber shipping blocks not removed.</li> </ol>	<ol style="list-style-type: none"> <li>1. Turn power "on" or replace fuse.</li> <li>2. Loosen canopy. Check all connections (turn power "off" while checking).</li> <li>3. Push switch firmly to one side or the other.</li> <li>4. Pull chain switch.</li> <li>5. Remove shipping blocks.</li> </ol>
*NOTE: If blades will not turn by hand, contact your nearest service representative.		
2. Noisy operation.	<ol style="list-style-type: none"> <li>1. Blade brackets loosely screwed to motor.</li> <li>2. Blade screwed loosely to blade bracket.</li> <li>3. Blade cracked.</li> <li>4. Non-approved speed control being used.</li> </ol>	<ol style="list-style-type: none"> <li>1. Tighten screws until snug.</li> <li>2. Tighten screws.</li> <li>3. Replace all blades.</li> <li>4. Change to approved speed control.</li> </ol>
3. Excessive wobbling.	<ol style="list-style-type: none"> <li>1. Blade brackets not attached at proper locations.</li> <li>2. Unbalanced blades.</li> <li>3. Fan too close to vaulted ceiling.</li> <li>4. Loose blades or blade brackets.</li> <li>5. Fan not secure on hanger assembly.</li> </ol>	<ol style="list-style-type: none"> <li>1. Carefully review Step 8.</li> <li>2. Use blade balancing kit. (See Step 8C.)</li> <li>3. Lower or move fan.</li> <li>4. Tighten all screws.</li> <li>5. Turn power off. Support fan very carefully. Loosen canopy and hang correctly.</li> </ol>

When switching from medium to low speed, you may notice some fan wobble. When fan speed stabilizes at low speed, wobble will disappear.

