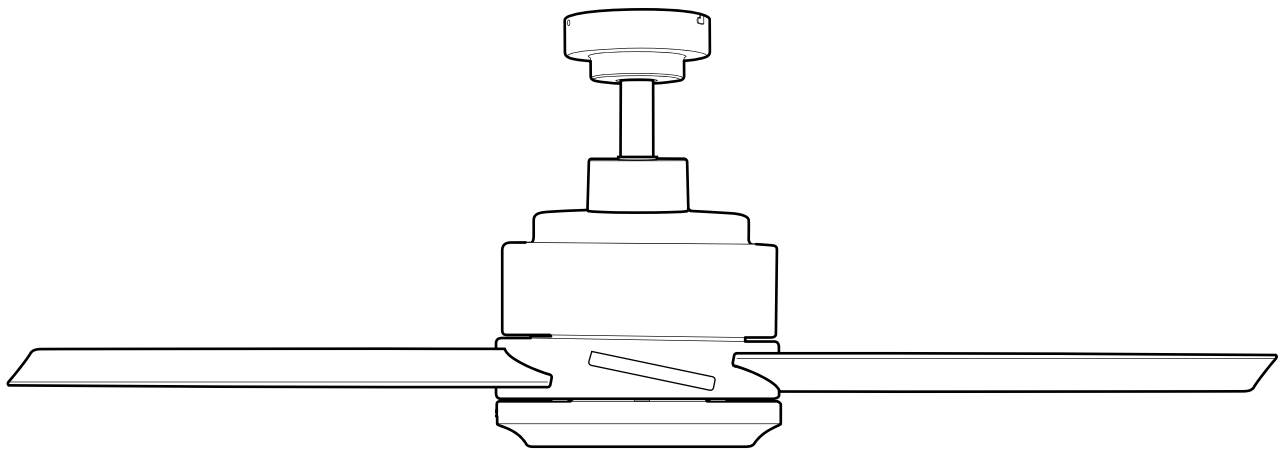


GREYSTONE

Español p. 19

ATTACH YOUR RECEIPT HERE



Intertek
4007498

APPROVED FOR USE
IN WET LOCATIONS

Purchase Date _____



Questions, problems, missing parts?

Before returning, contact us on:

800-527-1292, 8:30 a.m. - 5 p.m., CST, Monday - Friday.

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 SAFETY INFORMATION

READ AND SAVE THESE INSTRUCTIONS

- Do not discard fan carton or inserts. Should this fan need to be returned to the factory for repairs, it must be shipped in its original packaging to ensure proper protection against damage that might exceed the initial cause for return.
- Make sure all electrical connections comply with local codes, ordinances, the National Electrical Code and ANSI/NFPA 70-1999. Hire a qualified electrician or consult a do-it-yourself wiring handbook if you are unfamiliar with installing electrical wiring.
- Make sure the installation site you choose allows a minimum clearance of 7 ft. from the blades to the floor and at least 30 in. from the end of the blades to any obstruction.
- After you install the fan, make sure all connections are secure to prevent the fan from falling.
- The net weight of this fan is: 17.20 lbs.

 **DANGER**

Read all instructions and safety information before installing your new fan. Review the accompanying assembly diagrams.

To reduce the risk of serious bodily injury, DO NOT use power tools to assemble any part of the fan, including the blades.



! DANGER

If using this fan in a WET location, connect this product to a Ground Fault Circuit Interrupting (GFCI) outlet to reduce the risk of personal injury, electrical shock or death. If one is not provided, contact a qualified electrician for proper installation.

When using an existing outlet box, make sure the outlet box is securely attached to the building structure and can support the full weight of the fan. Failure to do this can result in serious injury or death. The stability of the outlet box is essential in minimizing wobble and noise in the fan after installation is complete.

! WARNING



To reduce the risk of fire, electrical shock or personal injury, mount fan to outlet box marked "ACCEPTABLE FOR FAN SUPPORT OF 35 LBS. (15.87 KG) OR LESS" and use mounting screws provided with the outlet box. Most outlet boxes commonly used for the support of lighting fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

When mounting fan to a ceiling outlet box, use a METAL octagonal outlet box; do NOT use a plastic outlet box. Secure the outlet box directly to the building structure. The outlet box and its support must be able to support the moving weight of the fan (at least 35 lbs.).

To avoid personal injury, the use of gloves may be necessary while handling fan parts with sharp edges.

To reduce the risk of fire, electrical shock or personal injury, wire connectors provided with this fan are designed to accept only one 12-gauge house wire and two lead wires from the fan. If your house wire is larger than 12-gauge or there is more than one house wire to connect to the corresponding fan lead wires, consult an electrician for the proper size wire connectors to use.

To reduce the risk of fire or electrical shock, do not use the fan with any solid state speed control device or control fan speed with a full range dimmer switch.

To reduce the risk of fire, electrical shock or personal injury, do not bend the blades when installing them, balancing the blades or cleaning the fan. Do not insert objects between the rotating fan blades.

To reduce the risk of personal injury, use ONLY parts provided with this fan. The use of parts OTHER than those provided with this fan will void the warranty.

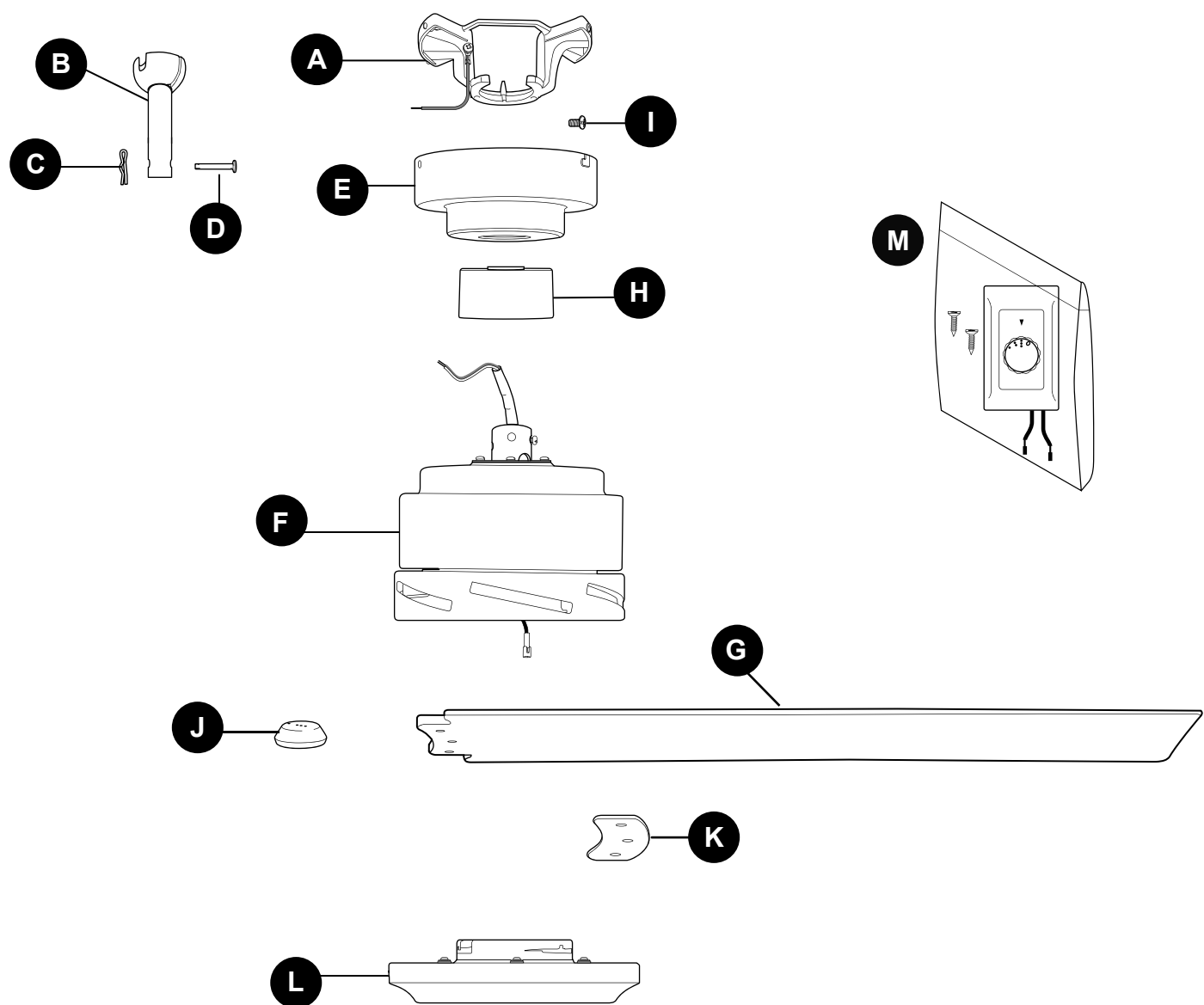
Before installation, be sure to shut off electricity at main switch or circuit breaker in order to avoid electrical shock.

! CAUTION

Be sure outlet box is properly grounded and that a ground wire (green or bare) is present.

Once installation is complete, carefully check all screws, bolts and nuts on fan motor assembly to ensure that they are secured.

PACKAGE CONTENTS



PART	DESCRIPTION	QUANTITY
A	Mounting Bracket	1
B	Downrod	1
C	Clip (preassembled)	1
D	Pin (preassembled)	1
E	Canopy	1
F	Motor Housing	1
G	Blade	6

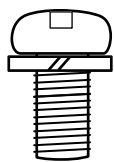
PART	DESCRIPTION	QUANTITY
H	Yoke Cover	1
I	Canopy Mounting Screw (preassembled)	4
J	Hanging Ball Cover	1
K	Blade Plate	6
L	Metal Cover	1
M	Wall Control Pack	1

⚠ IMPORTANT REMINDER: You must use the parts provided with this fan for proper installation and safety.



HARDWARE CONTENTS (shown actual size)

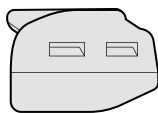
AA



Blade Screw/
Lock Washer

Qty. 18
+ 1 extra

BB



Wire
Connector

Qty. 5

PREPARATION

Before beginning assembly of product, make sure all parts are present. Place motor on carpet or on foam to avoid damage to finish. Compare parts with package contents list and hardware contents list. If any part is missing or damaged, do not attempt to assemble the product.

Estimated Assembly Time: 120 minutes

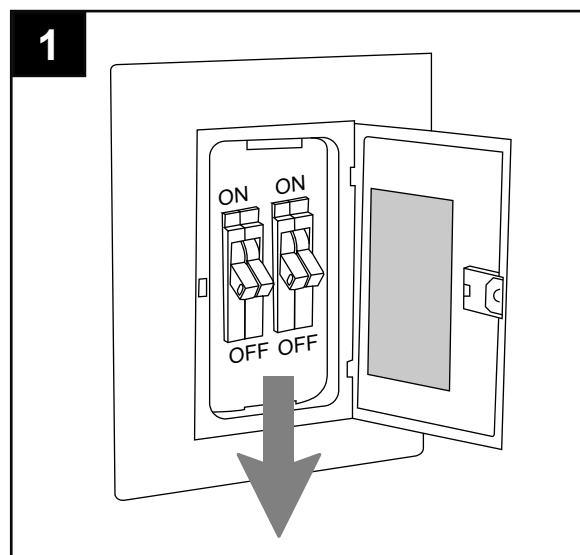
Tools Required for Assembly (not included): Electrical Tape, Phillips Screwdriver, Pliers, Safety Glasses, Stepladder and Wire Strippers

Helpful Tools (not included): AC Tester Light, Tape Measure, Do-It-Yourself Wiring Handbook and Wire Cutters

INITIAL INSTALLATION

1. Turn off circuit breakers and wall switch to the fan supply line leads.

⚠ DANGER: Failure to disconnect power supply prior to installation may result in serious injury or death.

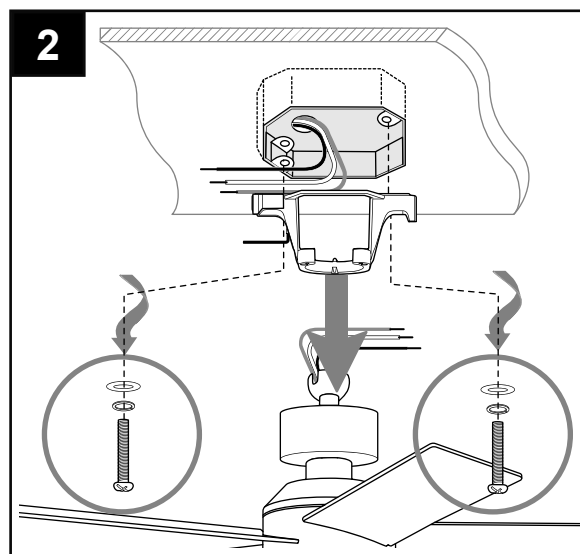


INITIAL INSTALLATION

2. If applicable, remove existing fan and fan parts, including the mounting bracket, from outlet box and disconnect all electrical wiring.

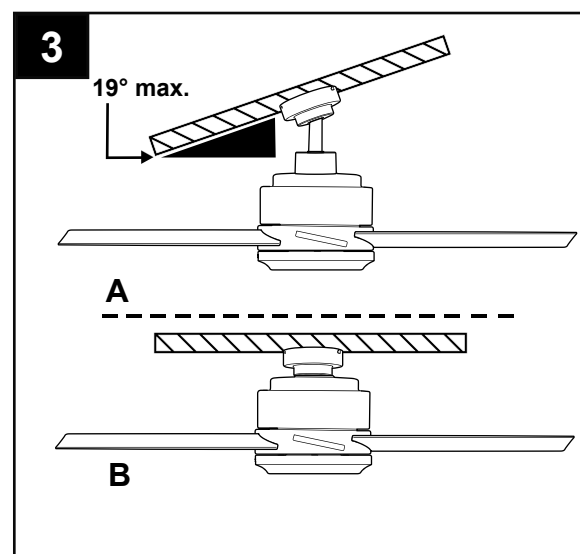
⚠ WARNING: To reduce the risk of personal injury, use *ONLY* parts provided with your new fan. The use of parts *OTHER* than those provided with this fan will void the warranty.

Set aside screws, spring washers and flat washers (provided with the outlet box) for fan installation.

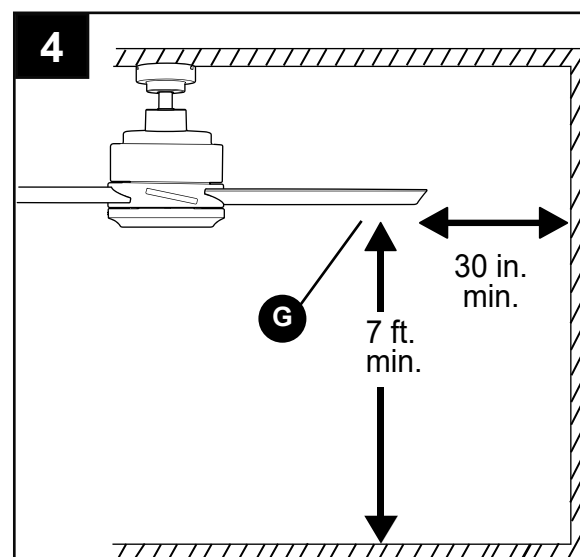


3. Determine mounting method to use.
 - A. Downrod mount (standard or angled ceiling).
 - B. Closemount (standard ceiling only).**IMPORTANT:** If using the angle mount, check to make sure the ceiling angle is not steeper than 19°.

***Helpful Hint:** Downrod-style mounting is best suited for ceilings 8 ft. or higher. For taller ceilings you may want to use a longer downrod (not included). Angle-style mounting is best suited for angled or vaulted ceilings. A longer downrod is sometimes necessary to ensure proper blade clearance. Closemount mounting is more suitable for ceilings lower than 8 ft. high.



4. Check to make sure blades (G) will be at least 30 in. from any obstruction and at least 7 ft. above the floor.



INITIAL INSTALLATION

5. **If attaching mounting bracket (A) to an existing outlet box (not included) with pre-installed screws**, spring washers and flat washers, slide mounting bracket (A) over the screws. **Then proceed to the following paragraph. If attaching mounting bracket (A) to outlet box where screws/washers were removed**, secure mounting bracket (A) to outlet box using the screws, spring washers and flat washers previously removed in (Step 2, page 6).

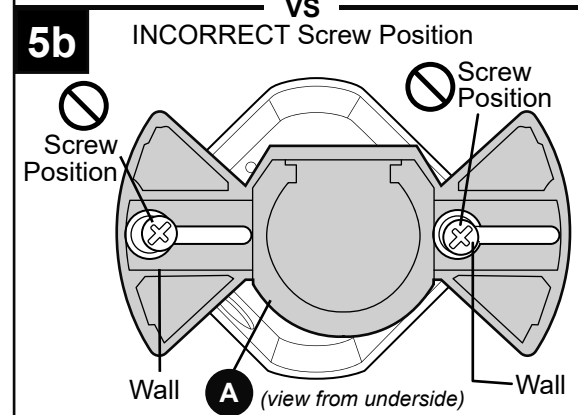
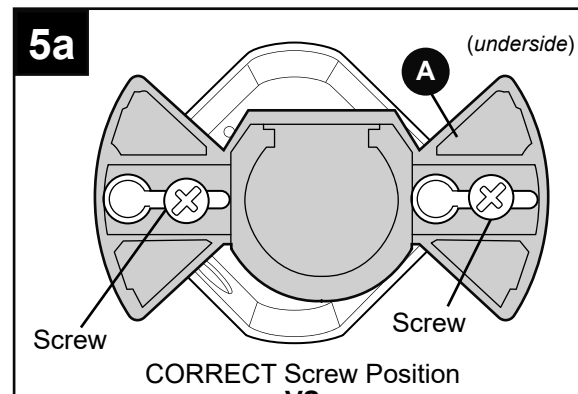
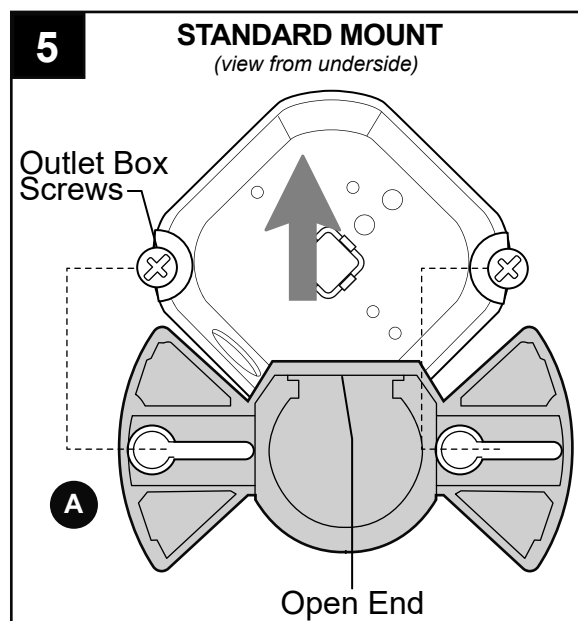
⚠ WARNING: It is very important you use the proper hardware when installing the mounting bracket as this will support the fan.

- 5a. **⚠ DANGER:** To reduce the risk of serious injury or death, the outlet box screws **MUST** be installed somewhere within the long slots of the mounting bracket and then **TIGHTENED DOWN COMPLETELY**. [Refer to Fig. 5a.]
- 5b. **⚠ DANGER:** To reduce the risk of fire, electrical shock, serious personal injury or damage to the fan, make sure outlet box screws **DO NOT** get installed on or near the wall that separates the keyhole and the long, narrow slot on each side of the mounting bracket. [Refer to Fig. 5b.]

⚠ WARNING: If using the angle mount, make sure open end of mounting bracket (A) is installed facing the higher point of the ceiling, and ensure the ceiling angle is not steeper than 19°.

For **DOWNROD-STYLE FAN MOUNTING**, proceed to Step 1 on the following page.

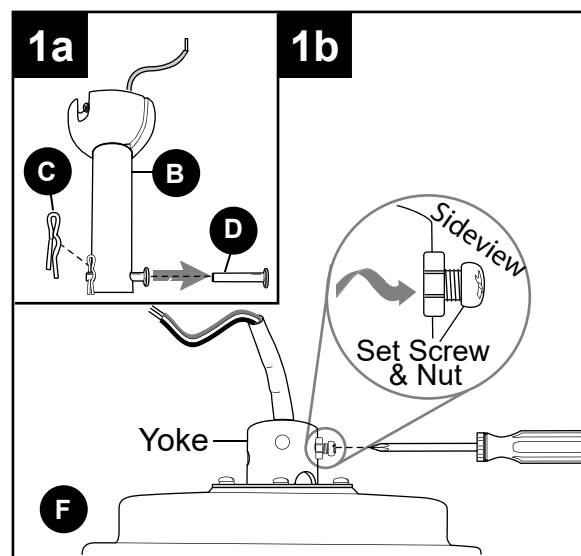
For **CLOSEMOUNT-STYLE FAN MOUNTING**, skip to page 10.



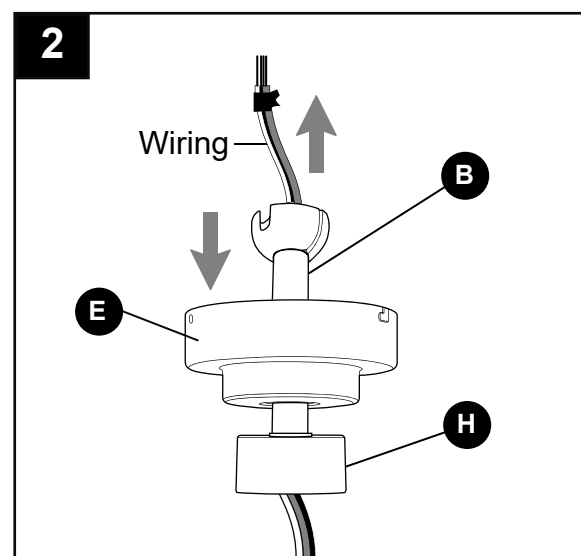
DOWNROD-STYLE FAN MOUNTING

1a. Remove pin (D) and clip (C) from downrod (B).

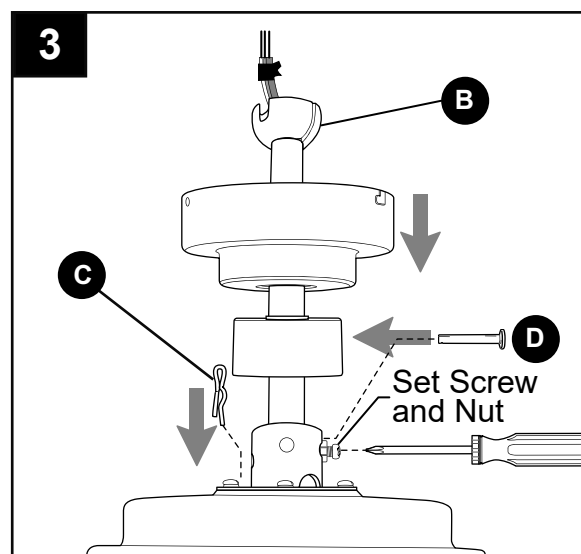
1b. Partially loosen preassembled set screws and nut in yoke at top of motor housing (F).



2. Insert downrod (B) through yoke cover (H) and canopy (E). Thread wires from motor housing (F) up through downrod (B).



3. Slip downrod (B) into yoke, align holes and re-install pin (D) and clip (C). Tighten downrod set screws and then tighten nut.

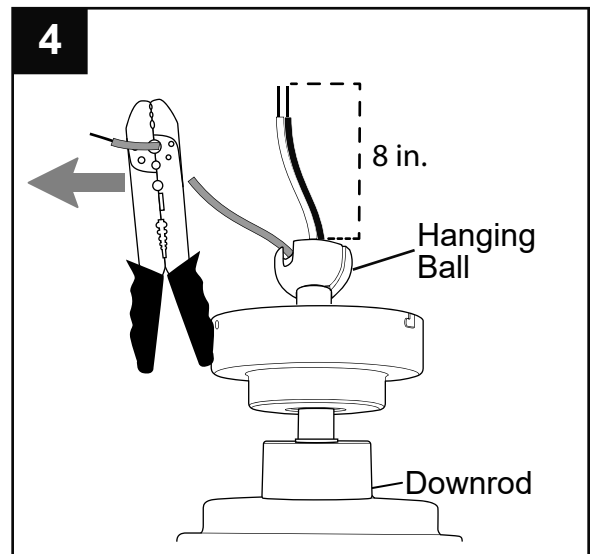


DOWNROD-STYLE FAN MOUNTING

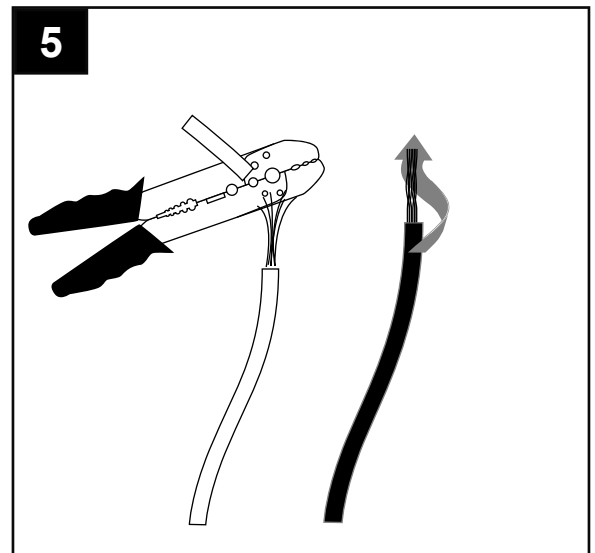
4. Depending on the length of downrod you use, you may need to cut the lead wires back to simplify the wiring. If you decide to cut back the lead wires, it is suggested you do so in the following manner:

Take the lead wires and make sure you have pulled them all the way through the top of the downrod. Start at the TOP of the hanging ball on the downrod and measure 8 in. of lead wire, and then cut the excess wire off with wire cutters (not included).

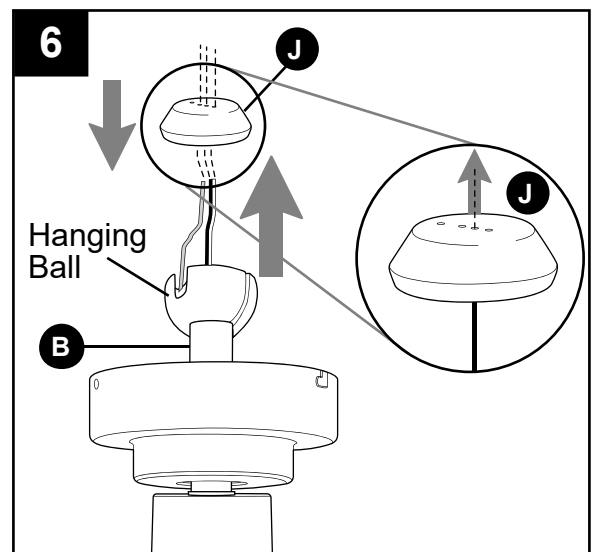
NOTE: If you do *not* cut back the lead wires, **Steps 4 and 5 are not necessary and you may proceed to Step 6 instead.**



5. If you cut back the lead wires in Step 4, strip 3/4 in. of insulation from end of each wire -- WHITE and BLACK. Twist stripped ends of each strand of wire within the insulation with pliers (not included).



6. Thread each of the wires through a different hole in the hanging ball cover (J). Pull hanging ball cover (J) down securely over hanging ball on downrod (B).

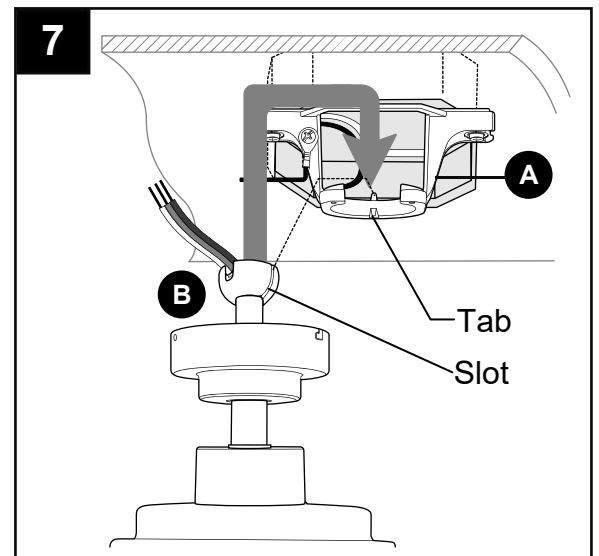


DOWNROD-STYLE FAN MOUNTING

7. Install hanging ball of downrod (B) into opening of mounting bracket (A). Align one of the slots in hanging ball with the tab in mounting bracket (A).

⚠ DANGER: Failure to align one of the slots in hanging ball with the tab in mounting bracket (A) may result in serious injury or death.

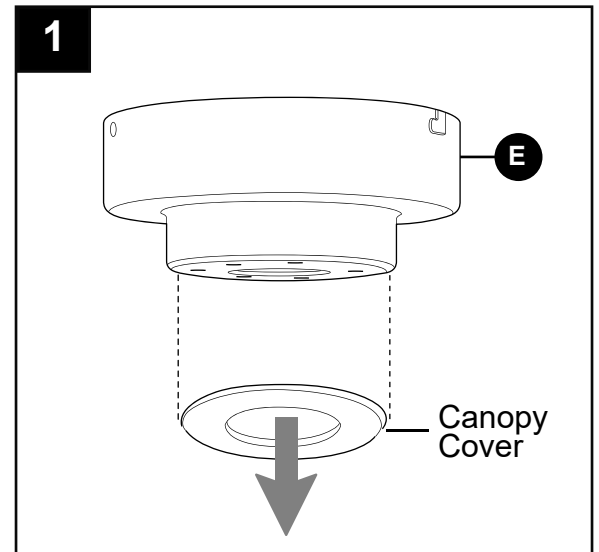
Continue to **WIRING** on page 11.



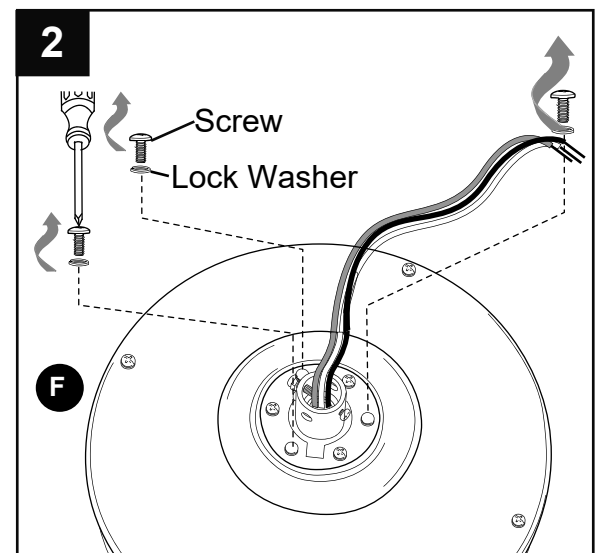
CLOSEMOUNT-STYLE FAN MOUNTING

1. Remove preassembled canopy cover from bottom of canopy (E).
NOTE: It may be necessary to use the handle end of a screwdriver (not included) to remove the canopy cover by tapping on the canopy cover from the *inside* of the canopy (E).

NOTE: The downrod (B), yoke cover (H) and canopy cover are not used in this type of installation.

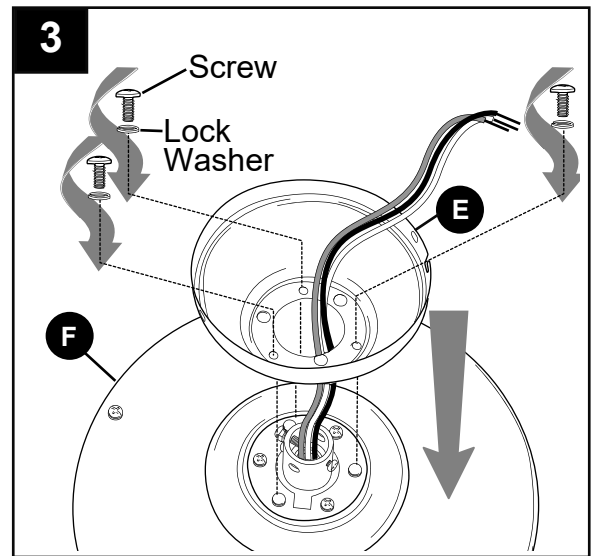


2. Remove every other preassembled screw/lock washer from top of motor housing (F).



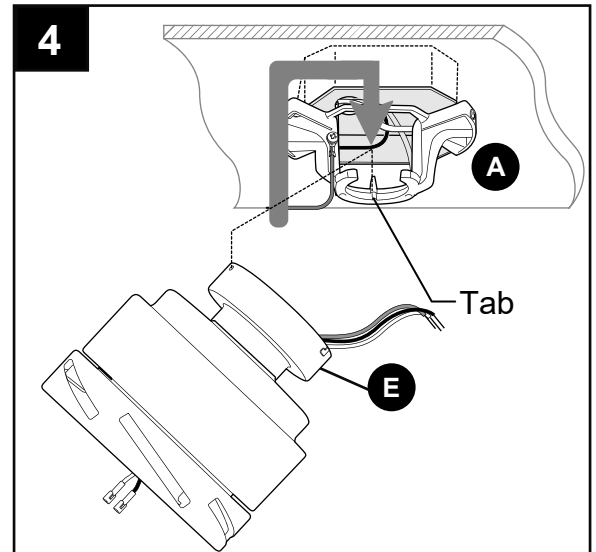
CLOSEMOUNT-STYLE FAN MOUNTING

3. Pull wires up through hole in the middle of the canopy (E) and attach canopy (E) to motor housing (F) using the three screws/lock washers previously removed.



4. Temporarily hang fan on the tab on the mounting bracket (A) using one of the non-slotted holes in the canopy (E).

Continue to **WIRING** below.



WIRING

⚠ WARNING: To reduce the risk of fire, electrical shock or personal injury, lever wire connectors provided with this fan are designed to accept only one 12-gauge house wire and one lead wire from the fan. If your house wire is larger than 12-gauge or there is more than one house wire to connect to the corresponding fan lead wires, consult an electrician for the proper size lever wire connectors to use.

⚠ CAUTION: Be sure outlet box is properly grounded and that a ground (GREEN or BARE) wire is present.

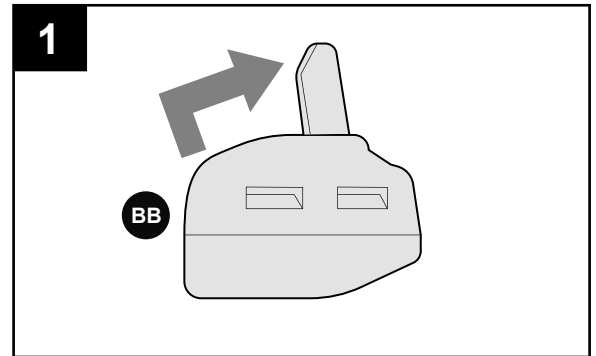
⚠ WARNING: If house wires are different colors than referred to in the following steps, stop immediately. A professional electrician is recommended to determine wiring.

⚠ WARNING: Using a full range dimmer switch (not included) to control fan speed will cause a loud humming noise from fan. To reduce the risk of fire or electrical shock, do NOT use a full range dimmer switch to control fan speed.

⚠ DANGER: If using this fan in a WET location, this fan must be connected to a supply circuit that is protected by a Ground Fault Circuit Interrupter (GFCI) to reduce the risk of personal injury, electrical shock or death.

WIRING

1. **IMPORTANT:** Each wire connection is made by firmly raising the levers on each lever wire connector (BB), as shown. Then, ONE wire is inserted into each opening.

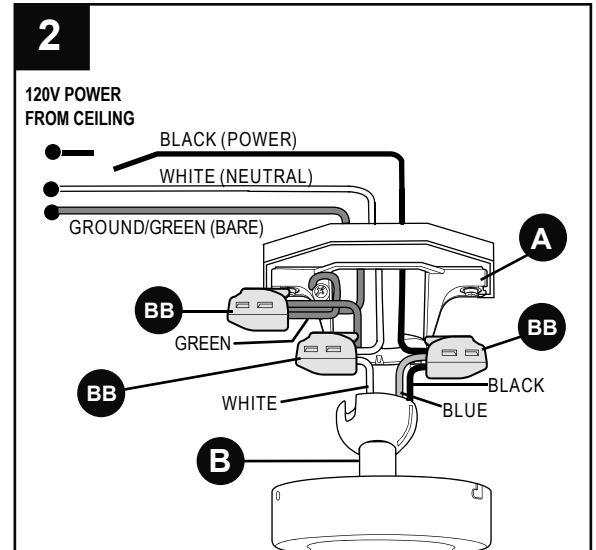


2. **⚠ WARNING:** In order for wire connections to be secure, all levers on the lever wire connectors (BB) must be completely returned to their original position as shown in the wiring diagram.

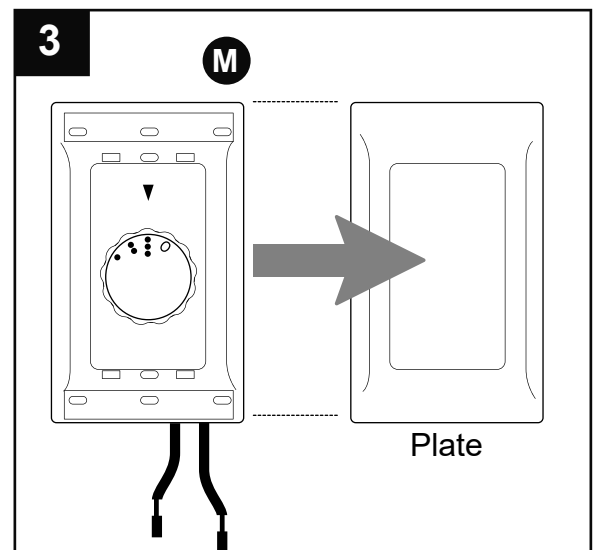
Insert each GROUND (GREEN) wire from fan (on downrod (B) (if applicable) and mounting bracket (A)) and the BARE/GREEN wire from ceiling into openings in lever wire connector (BB) with three levers.

Insert BLACK and BLUE wire from fan and BLACK (or RED) wire from the independent wall switch for the fan into openings in lever wire connector (BB) with three levers.

Insert WHITE wire from fan and WHITE wire from ceiling into openings in lever wire connector (BB) with two levers.



3. Firmly and carefully remove plate preassembled to wall control in wall control pack (M).

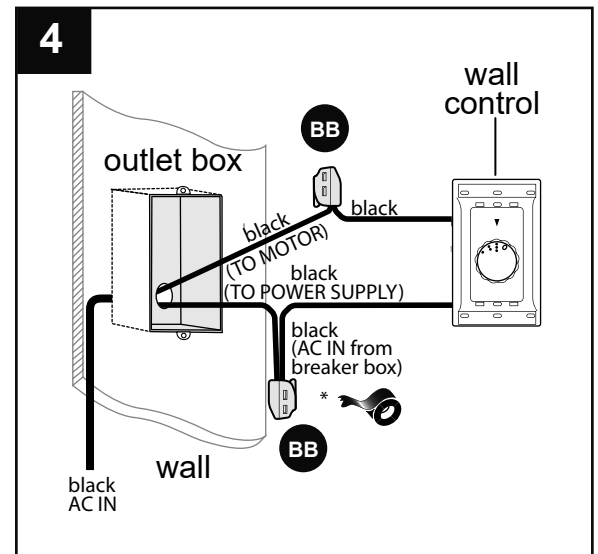


WIRING

- Remove existing wall switch. **IN ORDER TO WIRE WALL CONTROL**, wire the wall control with lever wire connectors (BB) provided as shown in diagram.

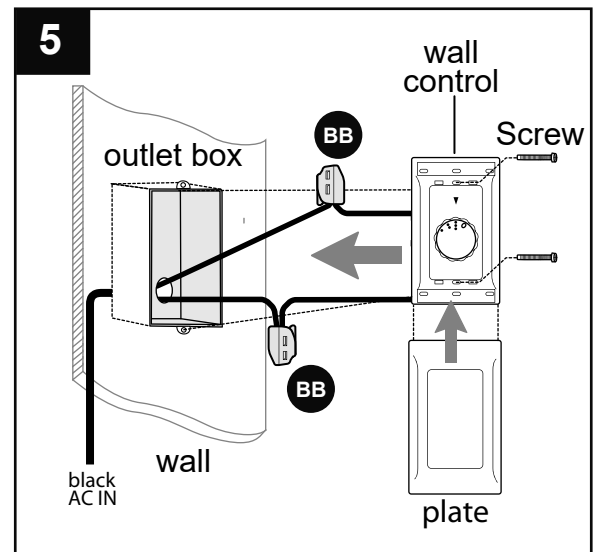
⚠ WARNING: CONNECT WIRES IN THE FOLLOWING ORDER ONLY!

Insert BLACK wire from wall control labeled AC IN L and BLACK (hot) lead wire from house in lever wire connector (BB) with two levers. Insert BLACK wire from wall control labeled TO MOTOR N and BLACK load wire to fan in lever wire connector (BB) with two levers.



- Attach wall control to outlet box and secure with screws from original wall switch or screws provided with wall control in wall control pack (M).

Replace front plate on wall control, making sure plate clicks securely into place.

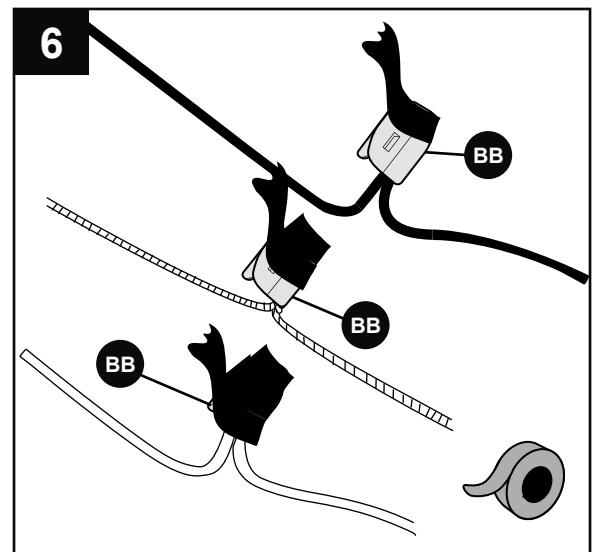


- ⚠ WARNING: GENTLY pull on wire in each lever wire connector (BB) to confirm the lock is engaged and that all wires are secure.**

Wrap electrical tape around each individual lever wire connector (BB) down to the wire.

⚠ WARNING: Make sure no BARE wire or wire strands are visible after making connections. Place GREEN and WHITE connections on opposite side of box from the BLACK connections.

Turn spliced/taped wires upward and gently push wires and lever wire connectors (BB) into outlet box.



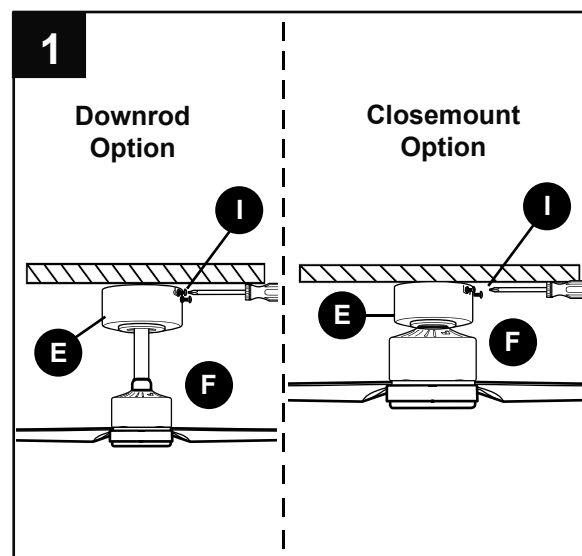
Hardware Used

BB	Lever Wire Connector		x 5
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FINAL INSTALLATION

1. Temporarily lift canopy (E) to mounting bracket (A) to determine which two canopy mounting screws (I) in mounting bracket (A) align with slotted holes in canopy (E) and partially loosen these two canopy mounting screws (I). Remove the other two canopy mounting screws (I). Now, lift canopy (E) to mounting bracket (A) again, aligning slotted holes in canopy (E) with loosened canopy mounting screws (I) in mounting bracket (A). Twist canopy (E) clockwise to lock. Re-insert the two canopy mounting screws (I) that were just removed and tighten all canopy mounting screws (I) securely.

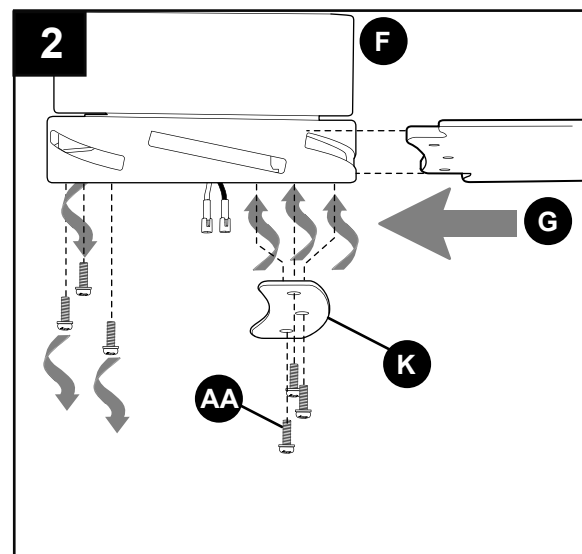
⚠ WARNING: Assistance from another person is recommended for this step.



2. **⚠ WARNING:** To reduce the risk of serious bodily injury, DO NOT use power tools to assemble the blades (G). If screws are overtightened, blades (G) may crack and break.

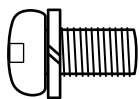
Noting the THIS SIDE UP label on blade (G), align holes in blade (G) and blade plate (K) with holes on the bottom of motor housing (F) as shown. Partially insert three blade screws/lock washers (AA) to attach blade (G) and blade plate (K) to motor housing (F). Tighten blade screws/lock washers (AA) securely. Repeat Step 2 for remaining blades (G) and blade plates (K).

NOTE: Make sure to completely secure each blade (G) before proceeding to the next.



Hardware Used

AA Blade Screw/
Lock Washer



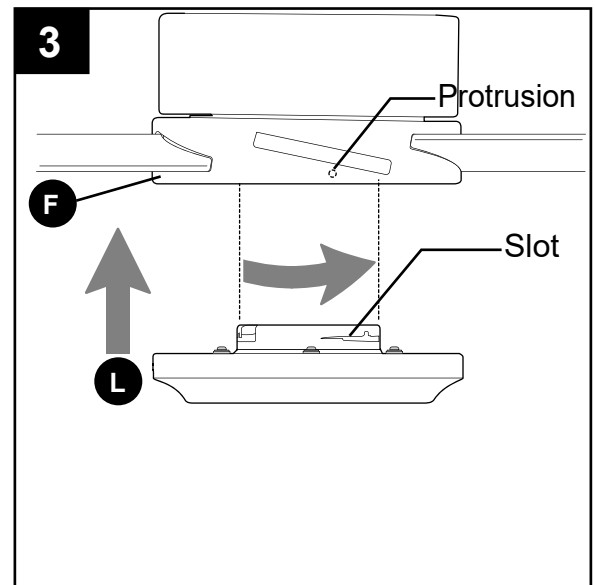
x 18

FINAL INSTALLATION

- Carefully arrange wiring within the metal cover (L) to ensure wires do not get pinched when attaching the metal cover (L).

Align slots on metal cover (L) with protrusions on underside of motor housing (F). Turn metal cover (L) clockwise until it no longer turns.

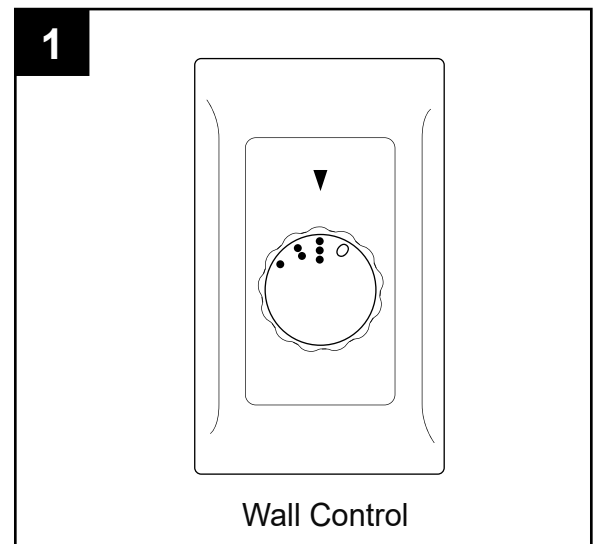
NOTE: Pull down gently on the metal cover (L) to make sure it is secured completely.



OPERATING INSTRUCTIONS

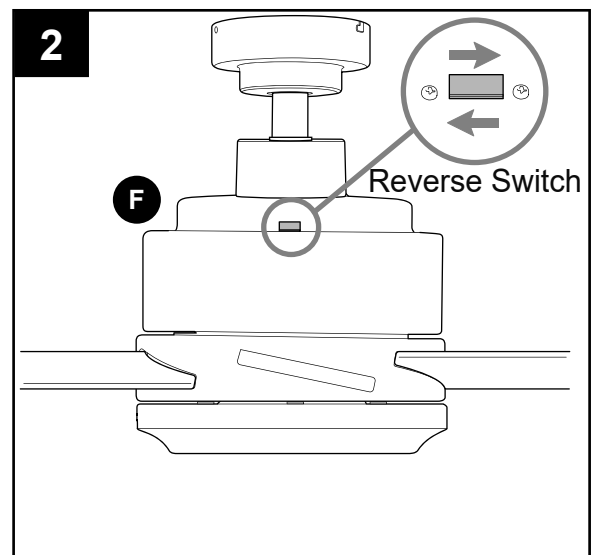
- Operation knob on the wall control:

- ⋮ -- for fan **HIGH** speed
- ⋮ -- for fan **MEDIUM** speed
- -- for fan **LOW** speed
- 0 -- to turn fan **OFF**



- Use the fan reverse switch, located on the top of the motor housing (F), to optimize the fan for seasonal performance. A ceiling fan will allow you to raise your thermostat setting in summer and lower your thermostat setting in winter without feeling a difference in your comfort.

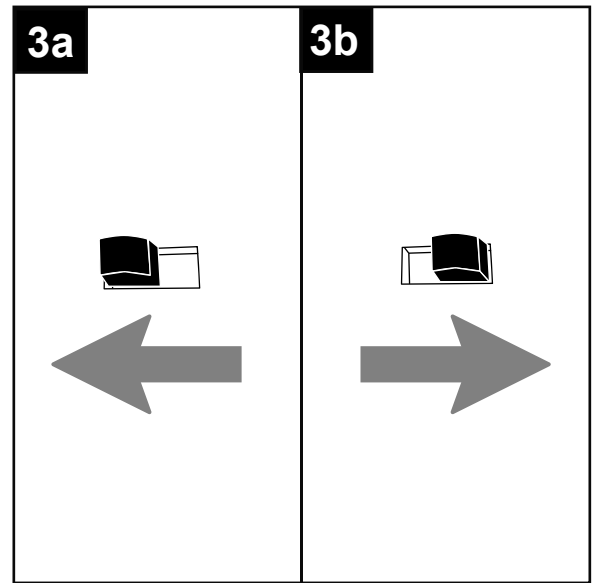
⚠ CAUTION: Turn fan off at wall control and let blades (G) come to a complete stop before manually activating the reverse switch.



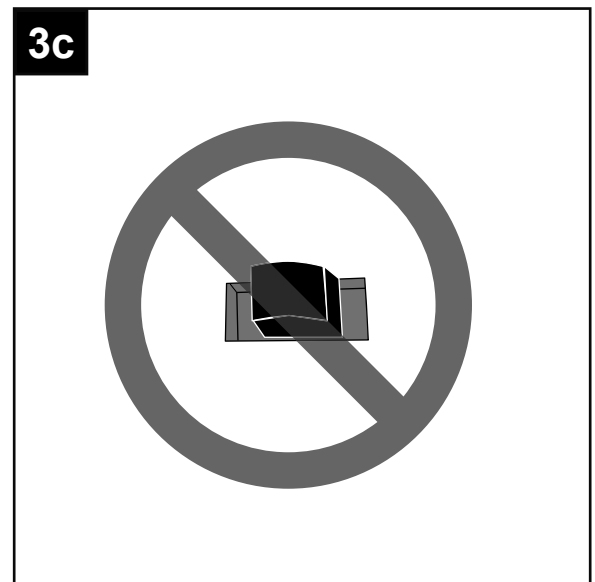
OPERATING INSTRUCTIONS

3a. In **warmer** weather, setting the reverse switch in the LEFT position will result in downward airflow creating a wind chill effect.

3b. In **cooler** weather, setting the reverse switch in the RIGHT position will result in upward airflow that can help move stagnant, hot air off the ceiling area.



3c. **IMPORTANT:** Reverse switch must be set either **completely** LEFT or **completely** RIGHT for fan to function. If the reverse switch is set in the middle position, fan will not operate.



CARE AND MAINTENANCE

At least twice each year, lower canopy (E) to check downrod (B) assembly (if applicable), and then tighten all screws on fan. Clean motor housing (F) with only a soft brush or lint-free cloth to avoid scratching the finish. Clean blades (G) with a lint-free cloth.

IMPORTANT: Shut off main power supply before beginning any maintenance. Do not use water or a damp cloth to clean the ceiling fan.

TROUBLESHOOTING

⚠ WARNING: Before beginning work, shut off the power supply to avoid electrical shock.

PROBLEM	POSSIBLE CAUSE	CORRECTIVE ACTION
Fan does not move.	1. Reverse switch not engaged. 2. Power is off or fuse is blown. 3. Faulty wire connection.	1. Push switch firmly either left or right. 2. Turn power on or check fuse. 3. Turn power off. Loosen canopy and check all connections.
Noisy operation.	1. Blades are loose. 2. Cracked blade. 3. Full range dimmer switch. 4. Fan is new.	1. Tighten all blade screws. 2. Replace blade. 3. Replace with an approved speed control device. 4. Allow fan a "break in" period of a few days, especially when running the fan at Medium and High speeds.
Excessive wobbling.	1. Blades are loose. 2. Blades incorrectly attached. 3. Unbalanced blades. 4. Fan not securely mounted. 5. Fan too close to vaulted ceiling. 6. Set screw(s) on motor housing yoke is (are) not tightened properly. 7. Set screw on hanging ball is not tightened properly.	1. Tighten all blade screws. 2. Re-install blades. 3. Switch one blade with a blade from the opposite side. 4. Turn power off. Carefully loosen canopy and verify that mounting bracket is secure. 5. Use a longer downrod or move fan to another location. 6. Tighten yoke set screw(s) securely. 7. Carefully loosen and lower canopy and verify that set screw on hanging ball is tightened securely.

NOTE: A small amount of "wobble" is normal and should not be considered a defect.

LIMITED LIFETIME WARRANTY

Set forth below, the manufacturer warrants the fan motor for this ceiling fan to be free from defects in workmanship and material for the life of the product. Also, subject to the limitations below, the manufacturer warrants all ceiling fan parts ("ceiling fan parts" excludes the motor and parts made in whole or in part with glass) to be free from defects in workmanship and material for a period of one year after the date of purchase by the original purchaser at retail.

All claims must be made by the original purchaser, whether such purchaser purchased the product through a store or contractor. Ceiling fan part defects must be reported within the first year from the date of purchase. Parts made in whole or in part with glass and the finishes of metal and other surfaces are not warranted.

Purchasers are responsible for all costs of removing and reinstalling the product. Any damage to any part caused by ordinary wear and tear, accident, misuse, or improper installation, is not covered by this warranty. The manufacturer assumes no responsibility whatsoever for fan installation. Any service performed by a non-licensed electrician will render the warranty invalid.

The manufacturer's sole responsibility shall be to repair or replace the motor, parts, or product within the terms stated above. The manufacturer shall not be liable for any loss or damage of any kind, including any incidental or consequential damages resulting directly or indirectly, from any breach of warranty, express or implied, or any other failure of this product. Some states do not allow the exclusion or limitation of incidental or consequential damages so this limitation may not apply to you. If the original purchaser ceases to own the fan, this warranty is voided.

Should the purchaser encounter a problem with your fan related to defects in workmanship or materials within the warranty period associated with the defective part, the manufacturer agrees to replace the defective part without charge, or at its option, to replace the ceiling fan with a comparable or superior model.

The manufacturer's warranties are limited to the written warranties set out in this ceiling fan limited lifetime warranty. All other express and implied warranties, including, without limitation, the implied warranty of fitness for a particular purpose and the implied warranty of merchantability are disclaimed. Some states do not allow the disclaimer of implied warranties, so this disclaimer may not apply to you.

REPLACEMENT PARTS LIST

All parts are replaceable (see parts list in "Package Contents" on Page 4), however, only the parts listed below are under warranty. For replacement parts, call our customer service department at **800-527-1292**, 8:30 a.m. - 5 p.m., CST, Monday - Friday.

PART	DESCRIPTION	#7631743	#7631752
		PART #	PART #
A	Mounting Bracket	7631743-A	7631752-A
B	Downrod	7631743-B	7631752-B
E	Canopy	7631743-E	7631752-E
G	Blade	7631743-G	7631752-G

