

Lasko 16" OSCILLATING STAND FAN MODELS S16200, S16500 Operation Manual

This Fan is for residential use only. It is not intended to be used in commercial, industrial or agricultural settings.



Product registration QR / illustration

Second product image

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You will benefit from: - efficient and enhanced support - future product updates
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Have a Question? Need a Part?

Please Do Not Return Product to Store!

Contact Lasko Customer Service:

1-800-233-0268 Monday-Friday 8AM - 5PM EST.

READ AND SAVE THESE INSTRUCTIONS

READ CAREFULLY BEFORE ATTEMPTING TO ASSEMBLE, INSTALL, OPERATE OR MAINTAIN THE PRODUCT DESCRIBED. PROTECT YOURSELF AND OTHERS BY OBSERVING ALL SAFETY INFORMATION. FAILURE TO COMPLY WITH INSTRUCTIONS COULD RESULT IN PERSONAL INJURY AND/OR PROPERTY DAMAGE!

GENERAL SAFETY INFORMATION

When using electrical appliances, basic precautions should always be followed to reduce the risk of fire, electrical shock and injury to persons, including the following:

1. Make certain the power source conforms to the electrical requirements of the Fan.
2. Make certain that the room is equipped with a working smoke detector.
3. Use this Fan only as described in this manual. Any other use not recommended by the manufacturer may cause fire, electrical shock, or injury to persons.
4. To reduce the risk of personal injury and electric shock, the Fan should not be played with or placed where small children can reach it.
5. Unplug power cord before installing, servicing, or moving the Fan. **DO NOT DEPEND ON THE ON/OFF SWITCH AS THE SOLE MEANS OF DISCONNECTING POWER**

WHEN SERVICING OR MOVING THE FAN. ALWAYS UNPLUG THE POWER CORD. ALWAYS TURN OFF AND UNPLUG FAN BEFORE LEAVING THE AREA. NEVER LEAVE CHILDREN UNATTENDED WHEN THE FAN IS ON OR PLUGGED IN.

6. This Fan must NOT be used in potentially dangerous locations such as flammable, explosive, chemical-laden or wet atmospheres where gasoline, paint or flammable liquids are used or stored.
7. DO NOT use Fan in or near a window. Rain may create an electrical hazard.
8. Completely assemble Fan, according to instructions, before connecting to power supply. This appliance has a polarized plug (one blade is wider than the other). To reduce the risk of electric shock, this plug is intended to fit in a polarized outlet only one way. Make sure the plug is fully inserted. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact a qualified electrician. DO NOT attempt to defeat the safety features of this plug. This plug is a safety feature. Contains a safety device (fuse) that should not be removed. Discard product if the attachment plug is damaged. To reduce the risk of fire, electric shock and personal injury, DO NOT remove, replace, repair or tamper with the originally supplied plug. If the Fan does not function properly, it may be due to the safety device incorporated in this plug. Call 800-233-0268, Monday - Friday, between 8:00 a.m. and 5:00 p.m. EST. If the plug warning label is missing or damaged, call the toll free number for a replacement label.
9. Where possible, avoid the use of extension cords because the extension cord may overheat and cause a fire. If you must use an extension cord, minimize the risk of overheating by using the shortest cord possible and ensuring that it is UL listed. NEVER use a single extension cord to operate more than one Fan. Do not plug Fan into any other cord connected device, such as a power strip, cord reel, surge protector, multiple outlet adapters or outlet-type air fresheners. The use of such devices may create a fire hazard.
10. NEVER operate any Fan with a damaged cord or plug or after the Fan malfunctions, has been dropped or damaged in any manner.
11. NEVER insert or allow fingers or foreign objects to enter any ventilation or exhaust opening as it may cause an electric shock or fire, or damage the Fan. To reduce the risk of fire, DO NOT block or tamper with the Fan in any manner while it is in operation.
12. Always place the Fan on a stable, flat, level surface when operating, to avoid the chance of the Fan overturning. Locate the Power Cord so the Fan or other objects are not resting on it. Do not run cord under carpeting. Do not cover cord with throw rugs, runners, or similar coverings. Do not route cord under furniture or appliances. Arrange cord away from traffic area and where it will not be tripped over.
13. This Fan is not intended for use in wet or damp locations. NEVER locate a Fan where it may fall into a bathtub or other water container. NEVER use Fan where flammable liquids are used or stored.

14. NEVER use Fan outdoors.
15. This Fan is not suitable for use in agricultural facilities including areas where livestock, poultry or other animals are confined. Please refer to National Electric Code (NEC) Article 547-7 (2008), or applicable state or local codes or standards relating to electrical requirements for Agricultural Buildings. THIS FAN DOES NOT MEET THE REQUIREMENTS OF NEC ARTICLE 547-7 (2008).
16. This Fan is not suitable for use in hazardous locations. Please refer to National Electric Code (NEC) Article 500 or applicable state or local codes or standards relating to electrical requirements for Hazardous locations. THIS FAN DOES NOT MEET THE REQUIREMENTS OF NEC ARTICLE 500 (2008).

REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK - DO NOT USE THIS FAN WITH ANY SOLID STATE SPEED CONTROL DEVICES.

ASSEMBLY INSTRUCTIONS

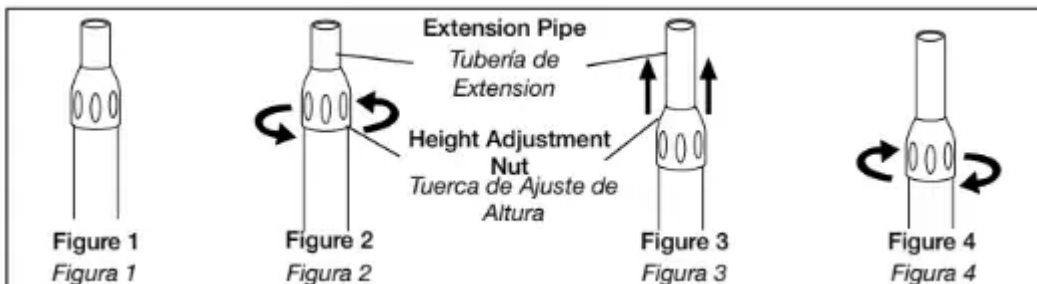
STEP 1 – PIPE ASSEMBLY

Take pipe assembly out of carton as shown Figure 1.

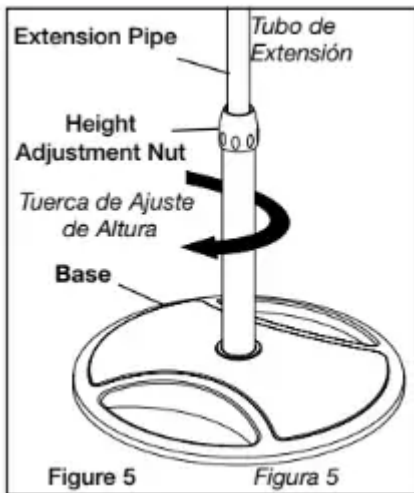
Loosen Height Adjustment Nut turning counter clockwise Figure 2

Raise Extension Pipe Figure 3

Tighten Height Adjustment Nut turning clockwise Figure 4



STEP 2 – STAND ASSEMBLY



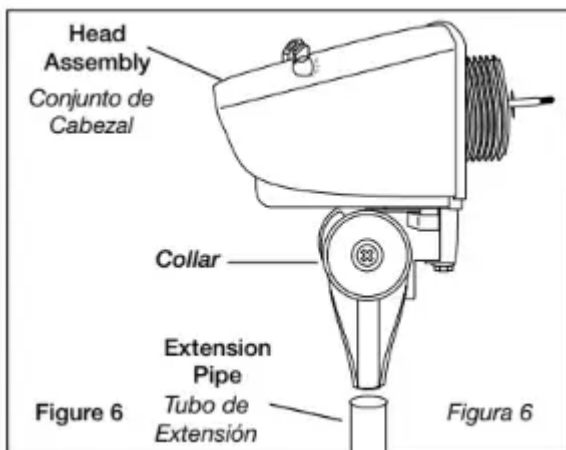
With a twisting motion insert the end of the large diameter pipe into hole in Base Figure 5. Turning pipe while pushing will assure pipe is fully seated in Base.

For Height Adjustment:

- a. Loosen Height Adjustment Nut
- b. Raise or lower Extension Pipe to desired height
- c. Tighten Height Adjustment Nut

STEP 3 – HEAD ASSEMBLY

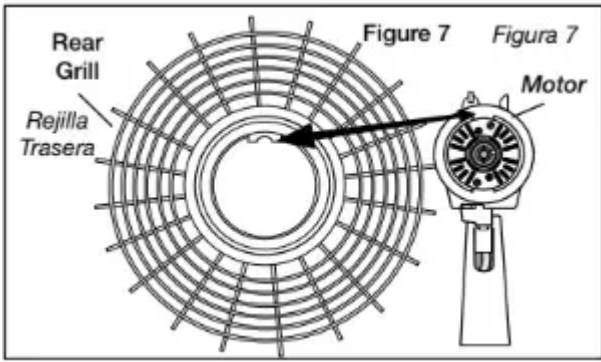
Place Head Assembly with Collar onto Extension Pipe Figure 6.



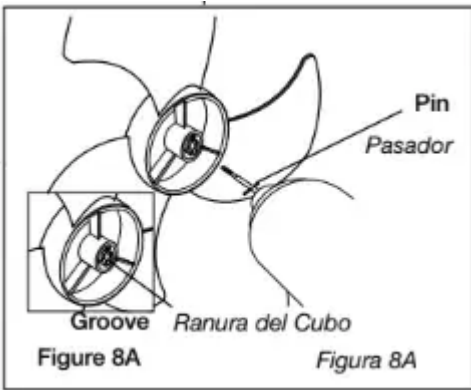
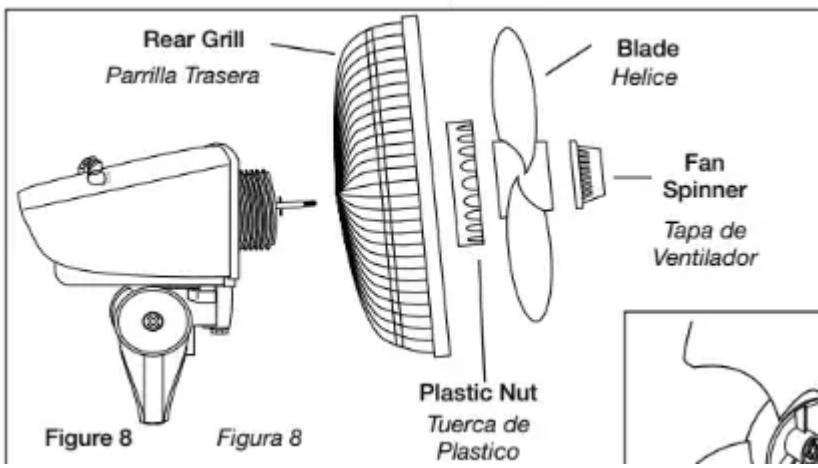
Holding Extension Pipe firmly, twist Head Assembly downward until seated on Extension Pipe.

STEP 4 – BLADE & GRILL ASSEMBLY

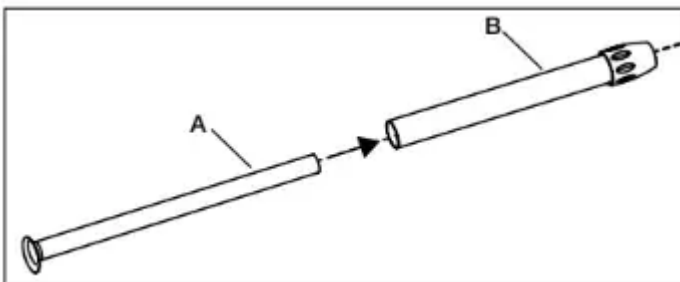
1. Tilt Head Assembly back. Put Rear Grill on Motor Figure 7. Align tab of Plastic Rear Grill with groove on top of front Motor cover.



2. Fully seat Rear Grill and secure with Plastic Nut turning Clockwise. Slide Blade onto Motor Shaft Figure 8. Align Groove on blade hub with Pin on motor shaft Figure 8A.



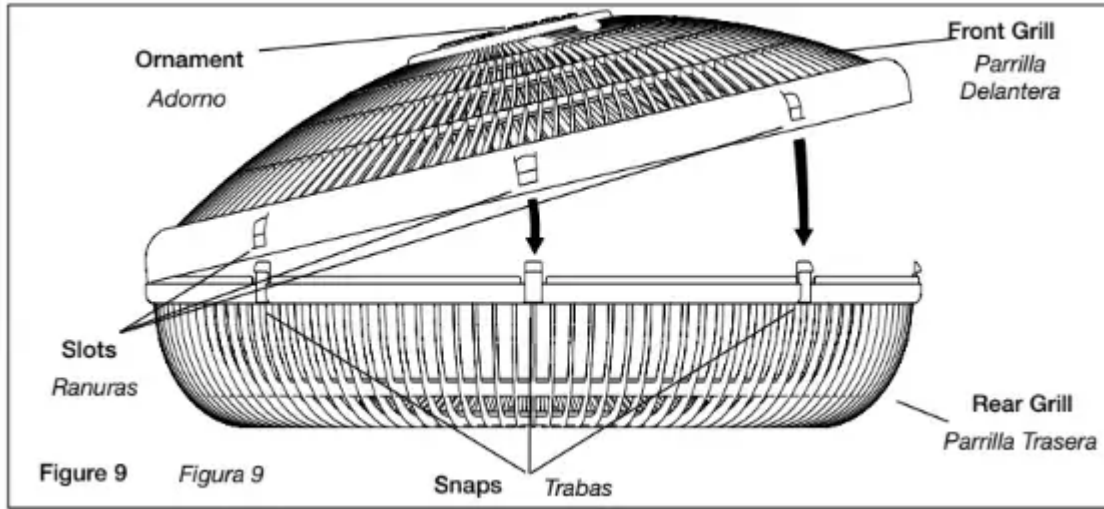
Do Not take pipe apart. B Should pipes become separated, insert pipe A into pipe B.



3. To secure Blade, screw Spinner onto Shaft Counter Clockwise until tight on Blade hub Figure 2, Figure 3, Figure 4



With fan head in upright position, align Ornament of Front Grill so it is horizontal and right side up. By starting with the top of the grill and working down, insert Snaps on Rear Grill through Slots in Front Grill Figure 9

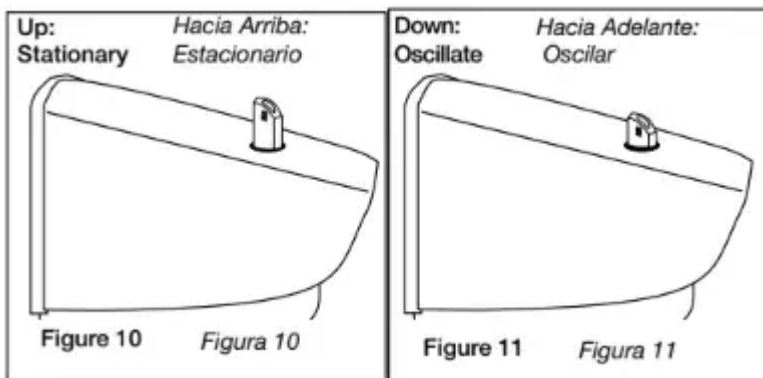


OPERATION

OSCILLATION

Push down oscillation knob on motor housing to make fan head move from side to side Figures 10 and 11

Down = Oscillate / Up = Stationary



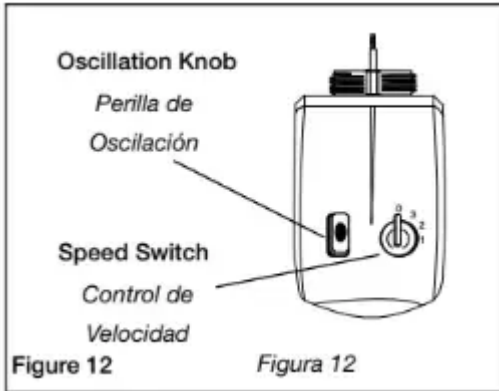
SPEED CONTROL

Control fan speed with Speed Switch at rear of motor Figure 12

3 – High Speed

2 – Medium Speed

1 – Low Speed

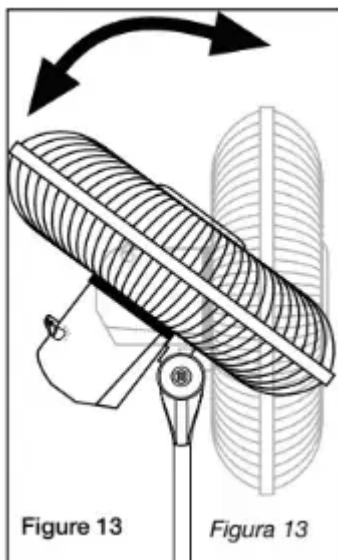


TILTING (Multi-Angle Fan Head)

This Fan is equipped with a multi-angle Fan Head for Whole-Room Air Circulation. Follow the steps below to properly adjust the "tilt angle" of your Fan Figure 13

Place one hand on the pole just under the Fan Neck. Place your other hand on top of Fan.

Gently push or pull the Fan Head until it is in the desired position.



MAINTENANCE & CLEANING

To reduce the risk of electrical shock and fire please observe the following instructions:

- Always unplug the cord before moving, servicing or cleaning.
- NEVER place the Fan in or near water.

- Disassembled grills may be immersed to be cleaned with a mild detergent and water. Wipe all other parts with soft cloth moistened with water and mild detergent only. **DRY ALL PARTS COMPLETELY BEFORE REASSEMBLING.** After any maintenance or servicing, completely reassemble unit as described in this instruction manual before reconnecting to the power supply.
- **NEVER** use **ALCOHOL** or **SOLVENTS** such as gasoline, benzene, paint thinner, or other harsh cleaners.

STORAGE

Store the Fan with these instructions, in the original carton in a cool, dry place.

LUBRICATION

Motor is permanently lubricated.

CUSTOMER SERVICE

Toll-Free (800) 233-0268.

Email: producthelp@laskoproducts.com

Our Customer Service team is available to assist you with product and service questions, and replacement parts. They can be reached Monday through Friday, 8am-5pm Eastern. Please have your model number available, as well as the type and style (located on the underside of your product).

Customer Service Dept.,

820 Lincoln Ave., West Chester, PA 19380

(Please do not send product to this location)

www.laskoproducts.com

For servicing, other than general user maintenance, please contact Customer Service at 800-233-0268, Monday through Friday, from 8am-5pm Eastern.

DISPOSITION (Recycling)

Corrugated packaging materials are recyclable. For environmentally responsible disposal of this product, contact your local waste service provider or visit www.1800recycling.com®.

LIMITED WARRANTY (VALID IN THE USA, ITS TERRITORIES, AND CANADA ONLY)

WHAT THIS WARRANTY COVERS: This product is warranted against defects in workmanship and/or materials.

HOW LONG THIS WARRANTY LASTS: This warranty extends only to the original purchaser of the product and lasts for one (1) year from the date of original purchase or until the original purchaser of the product sells or transfers the product, whichever first occurs.

WHAT LASKO WILL DO: Lasko will, at its sole option, repair or replace any part or parts that prove to be defective or replace the whole product with the same or comparable model. For all warranty claims, the product must be returned to Lasko Products, Inc. at customer expense with proof of purchase within the warranty period. Contact the Lasko customer service department to obtain a Return Authorization ("RA"). DO NOT return products without an RA or the warranty claim will not be processed.

WHAT THIS WARRANTY DOES NOT COVER: This warranty does not apply if the product was damaged or failed because of accident, improper handling or operation, shipping damage, abuse, misuse, unauthorized repairs made or attempted. This warranty does not cover shipping costs for the return of products to Lasko for repair or replacement. Lasko will pay return shipping charges from Lasko following warranty repairs or replacement.

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Some states and provinces do not allow limitations on how long an implied warranty lasts, or the exclusion or limitation of incidental or consequential damages, so these exclusions or limitations may not apply to you. This warranty gives you specific legal rights. You may also have other rights which vary from state to state and province to province. Proof of purchase is required before a warranty claim will be accepted.

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