



OWNERS INSTRUCTION MANUAL

52"/132CM

Medina

Indoor & Covered Outdoor Use

- **INSTALLATION**
- **OPERATION**
- **MAINTENANCE**
- **WARRANTY**

CAUTION

**READ INSTRUCTIONS CAREFULLY FOR SAFE INSTALLATION
AND FAN OPERATION. IF UNSURE CONSULT
A QUALIFIED ELECTRICIAN.**

SUITABLE FOR 220-240V/50-60hz CYCLE ELECTRICAL SUPPLY

Enquiries on installing your fan please call our help line on

01959-564440

technical@fantasiaceilingfans.com

Safety Precautions

1. To ensure the success of the installation be sure to read the instructions and study the diagrams thoroughly before commencing.
2. All electrical work should only be undertaken after disconnection of the power by removing fuses or turning off the circuit breaker to ensure all pole isolation of the electrical supply. If you are in any doubt the services of a qualified electrician should be sought to ensure that all work is carried out in accordance with the I.E.E. Regulations, current good practice and other national and local electrical codes.
3. Make sure that your installation site will not allow the rotating fan blades to come into contact with any object and that there is a minimum clearance of 150mm (6") from the blade tip to the wall or ceiling. Please note that the bigger the clearance the better the airflow from your fan will be. Ensure the blades are mounted at a minimum height of 2.3 meters (7'6") from the floor when the fan is installed.
4. The fixing point for the fan must be able to support a weight of ten times that of the net weight of the fan. Net weights can be found on the bottom of the unit's box. If you are mounting the fan to a ceiling junction box, the box and it's fixing must be able to support the moving weight of the fan and must not twist or work loose.
5. The fan must be earthed.
6. Do not connect the fan motor to a dimmer switch. This may give an unsatisfactory performance (motor hum) and cause damage to the motor.
7. It is not recommended that ceiling fans and gas appliances are operated in the same room at the same time.
8. The fan must be turned off and stopped completely before reversing the fan direction. This will prevent any damage to the motor of the unit or controller (if installed).
9. Do not insert anything into the fan blades while the fan is operating. This will damage the blades and upset the balance of the unit causing the unit to wobble.
10. After the fan is completely installed make sure that all connections are secure and tight to prevent any problems.
11. Because of the fan's natural movement, some connections may loosen. Check the support connections, brackets and blade attachments twice a year to make sure they are all secure. If they are loose tighten with a screwdriver. (It is not necessary to take the fan down from the ceiling)

Note : The important safeguards and instructions given in this manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and care are factors which cannot be built into any product. These factors must be supplied by the persons caring for and using the unit.

For installation advice, or in the unlikely event of damaged or missing parts please ring:

HELPLINE : 01959 564440

technical@fantasiaceilingfans.com

Supplied Parts

- One fan motor assembly
- One hanger bracket fitted with terminal block and top rubber washers
- One 6" drop rod & canopy
- One set of acrylic blade
- One set of blade carriers
- One boss cover
- One screw-pack
- One installation booklet

Tools and Materials Required

- Philips screwdriver
- Blade screwdriver
- Small electrical screwdriver
- Electrical pliers
- Step ladder
- Wiring supplies as required by current electrical practice
- Bulbs if a light fitting is fitted / to be fitted
- In-line crimps or other suitable connectors if an extension rod in excess of 760mm (30 inch) is to be fitted.

Before starting the assembly and installation of your fan please ensure the safety precautions have been read and understood.

Installation Difficulties, Missing or Damaged Parts

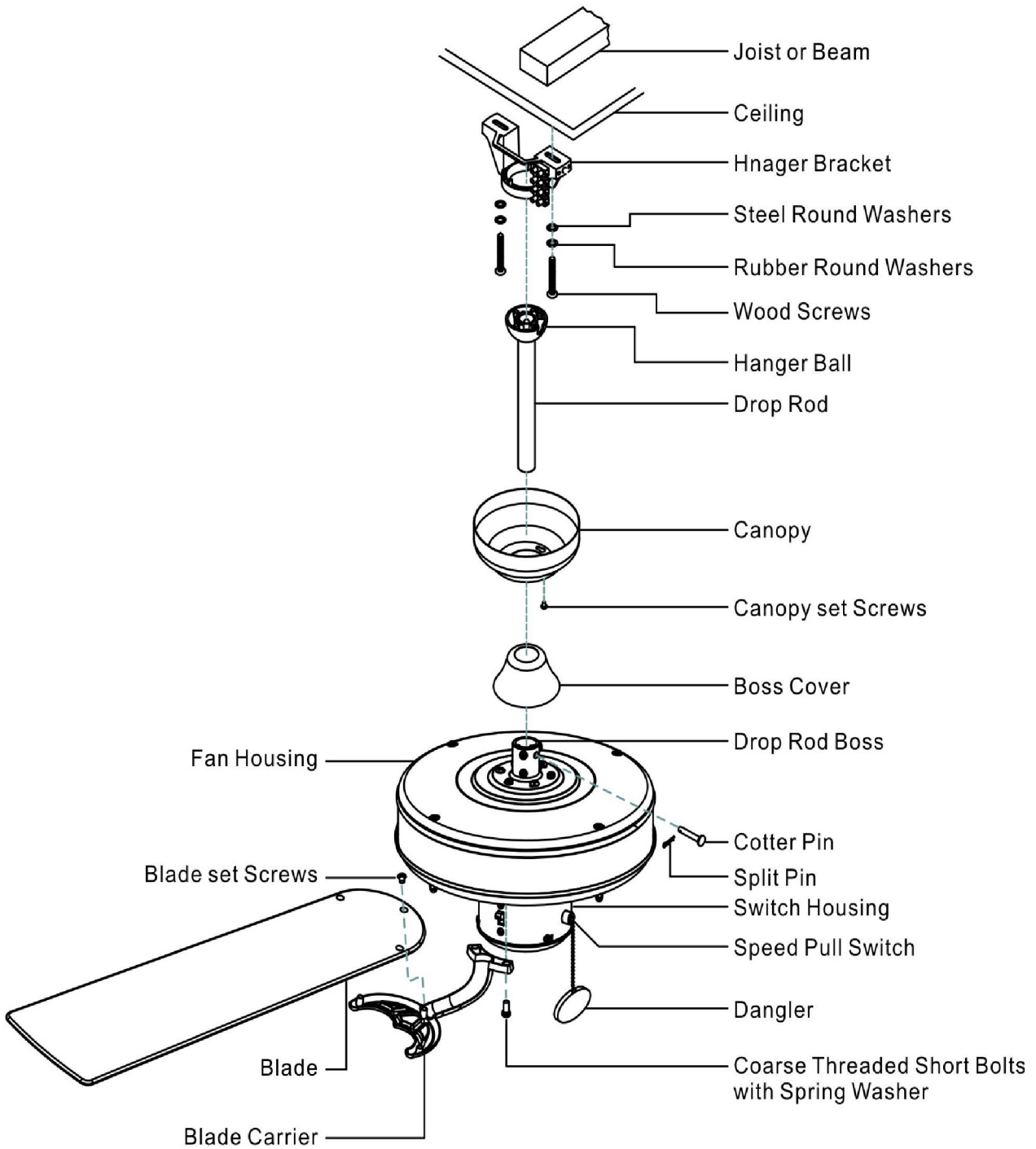
If you have any difficulty in installing your fan/light or if you are unfortunate enough to find that your fan has been dispatched with parts missing or damaged please contact our help-line on (01959 564440). We will be very pleased to provide help or forward replacements parts to you immediately.

In any communication with us please quote model reference, colour of the unit and the part missing or damaged.

HELPLINE
01959 564440
technical@fantasiaceilingfans.com

This product is rated to IP54. This means it is splash proof. It can be used outdoors in a covered environment. All electrical connections should be made within the ceiling canopy.
If a light is required then it too should be rated to IP54

Parts names and their relative positions



Installing the fan

All electrical work should only be undertaken after disconnection of the power by removing fuses or turning off the circuit breaker to ensure all pole isolation of the electrical supply.

Your fan is a drop rod fan (Picture A) In this situation the drop rod assembly is used to lower the fan down from it's mounting position slightly. Extension rods, ranging from 12" to 72", are available if you need to lower your fan further. (This is normally the case in conservatories or rooms with very high ceilings.)

Rods can be trimmed if necessary. If trimming is required cut excess from the bottom of the rod and re-drill a hole for the cotter pin.

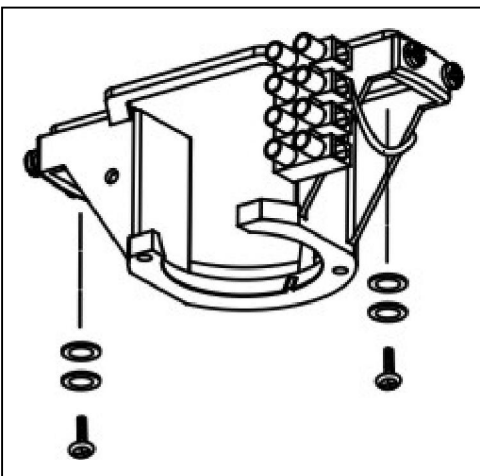


Picture A

The following steps will guide you to a successful installation:

1. Hanger bracket installation
2. Drop rod assembly
3. Wiring instructions
4. Attaching light fitting
5. Blade assembly
6. Attaching the blades

1. Hanger bracket installation

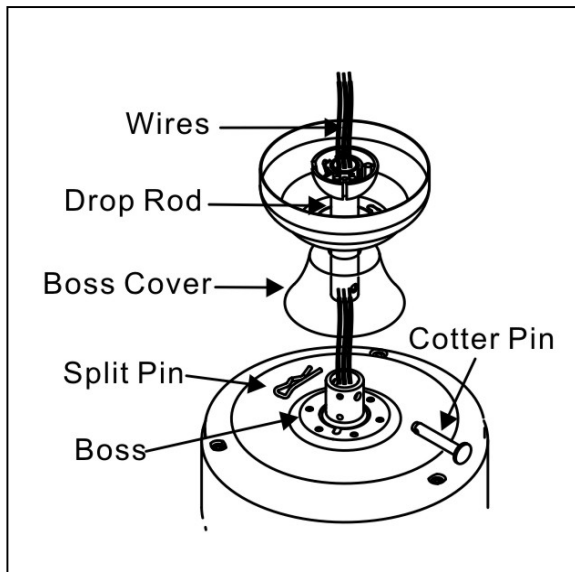


The hanger bracket should be screwed on to a firm flat surface. The fixing location must be able to withstand ten times the static weight of the fan. If you have any doubts as to the ability of your intended fixing location to be able to withstand this loading, please contact our service help-line or another competent authority to advise you. In most situation two wood screws screwed into a wooden joist is more than adequate to support your ceiling fan

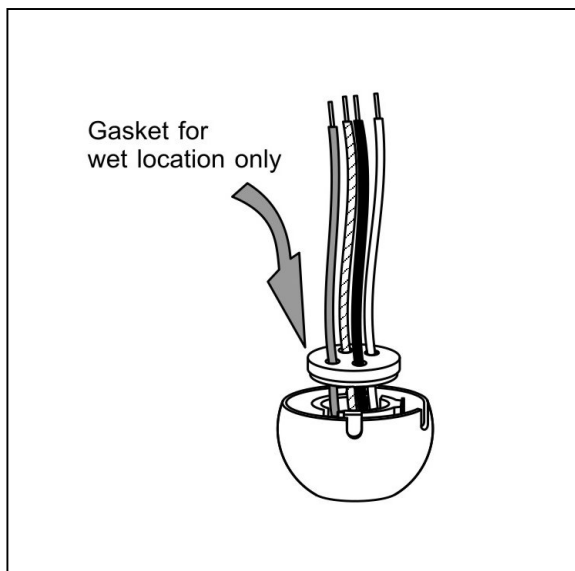
The hanger bracket should be screwed onto the joist with the two wood screws provided. The washers provided should go in the following sequence:

Screw head > Steel round washer > Black rubber round washer > Hanger bracket > Ceiling. Screw the hanger bracket to the ceiling and make sure all connections are secure to prevent the fan from falling . Fixings must screw into a joist and not just the plasterboard. Loosen the two canopy screws from the hanger bracket.

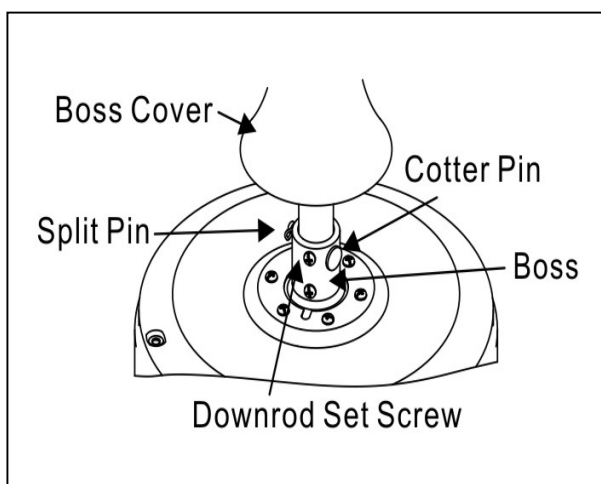
2. Drop rod assembly



Remove the cotter pin and split pin from the bottom of the drop rod. If a longer drop rod is going to be used transfer the ball joint to the longer rod. Put the drop rod through the flared end of the canopy and boss cover and pass the electrical supply leads from the top of the motor through the drop rod until they exit at the top of the ball joint. Always ensure the rod passes through the canopy before the rod is connected to the fan. If an extension rod longer than 30 inches is to be used, the cables will need to be extended in an appropriate way. be



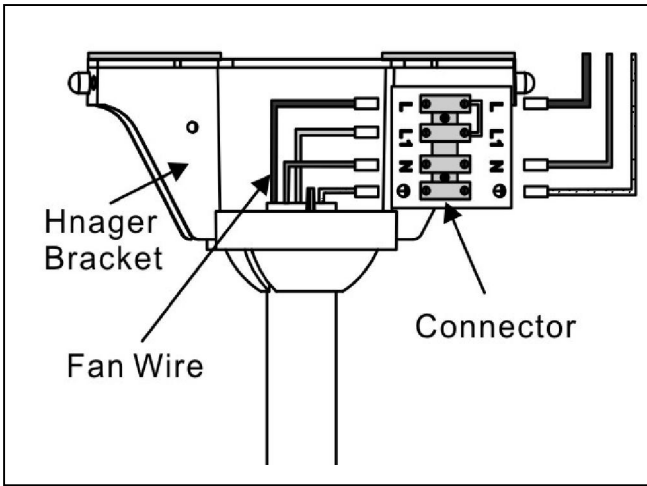
After feed motor lead wire through drop rod, boss cover and canopy and insert drop rod into yoke, put the lead wire go through the hole on the Gasket (provide in the screw pack), then push the Gasket inserted on the top of hanger ball for effective water proofing.



Loosen the drop rod set screws on the boss, which is on top of the motor and insert the drop rod into the drop rod boss on top of the motor casing. Turn gently to align the holes in the boss with those in the rod. Ease the cotter pin through the boss and the rod taking care not to pinch or damage any cables. Fix in place by replacing the split pin.

Tighten all set screws at this point. This prevents the rod and the fan moving in relation to one and other. It also assists in

maintaining a good earth continuity through the fan, which is important to the safety of the unit. Failure to tighten the locking screws down may cause the motor to oscillate badly.



Once the drop rod assembly has been fitted, lift the fan up to the hanger bracket. Steer the ball in from the side of the bracket and lower it into the recess of the bracket.

Rotate the ball around until the groove in the side of the ball aligns with the protrusion on the upper edge of the recess. When aligned the fan should drop slightly as it assumes it's correct position. This is to prevent rotation of the rod and fan when the unit is working.

Connect the wiring as shown in the wiring instructions. See pages 6~9.

3. Wiring Instructions

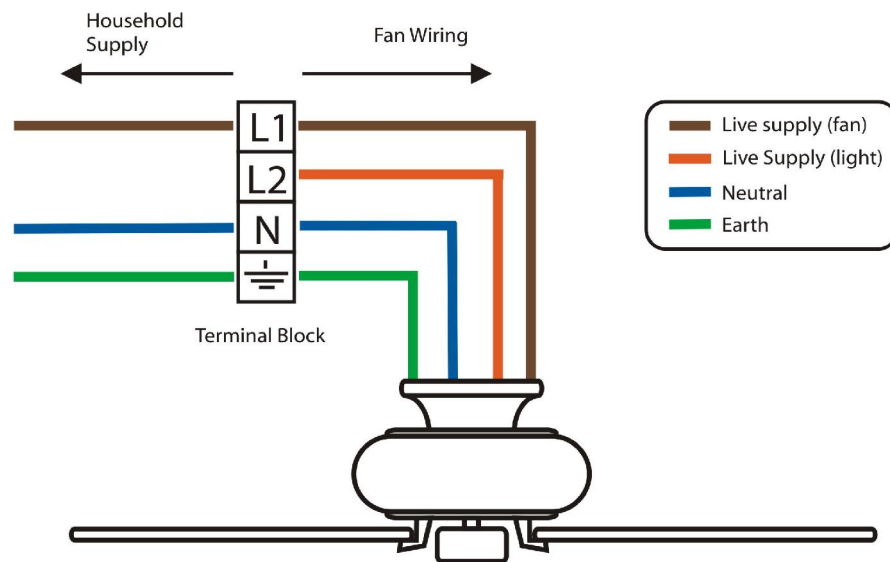
The fan now requires to be connected to your household supply in accordance with diagrams 1-7.

Please note:

Before installation ensure that you have all pole disconnection of the electricity supply and that all wiring is carried out in accordance with I.E.E. Regulations, current good practice, national and local electrical codes. Improper installation may result in an electrical short and may void your warranty. **IMPORTANT: THIS APPLIANCE MUST BE EARTHED.**

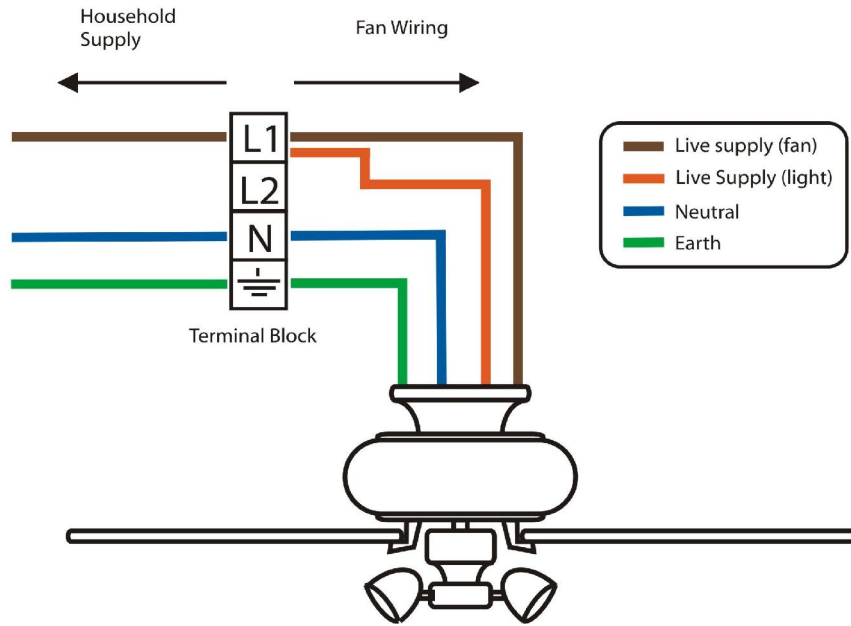
Ways of wiring your fan

1. Fan only controlled by pull switch
(no wall control)

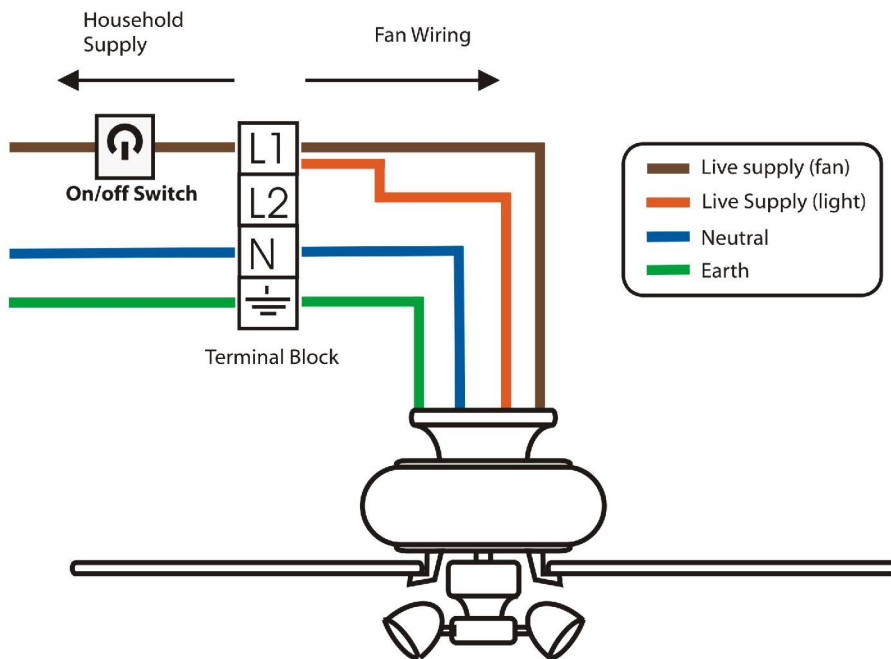


Note: If a light is planned at a later date then connect Brown **and** Orange wires to L1

2. Fan and light both controlled by pull switch
(no wall controls)

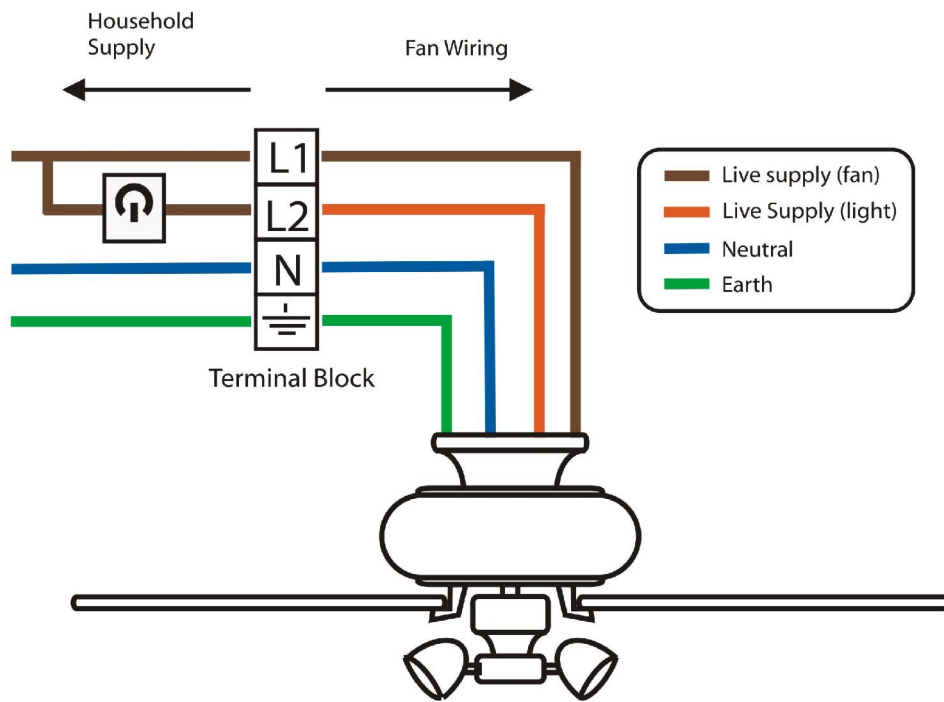


3. Fan and light sharing supply from wall switch

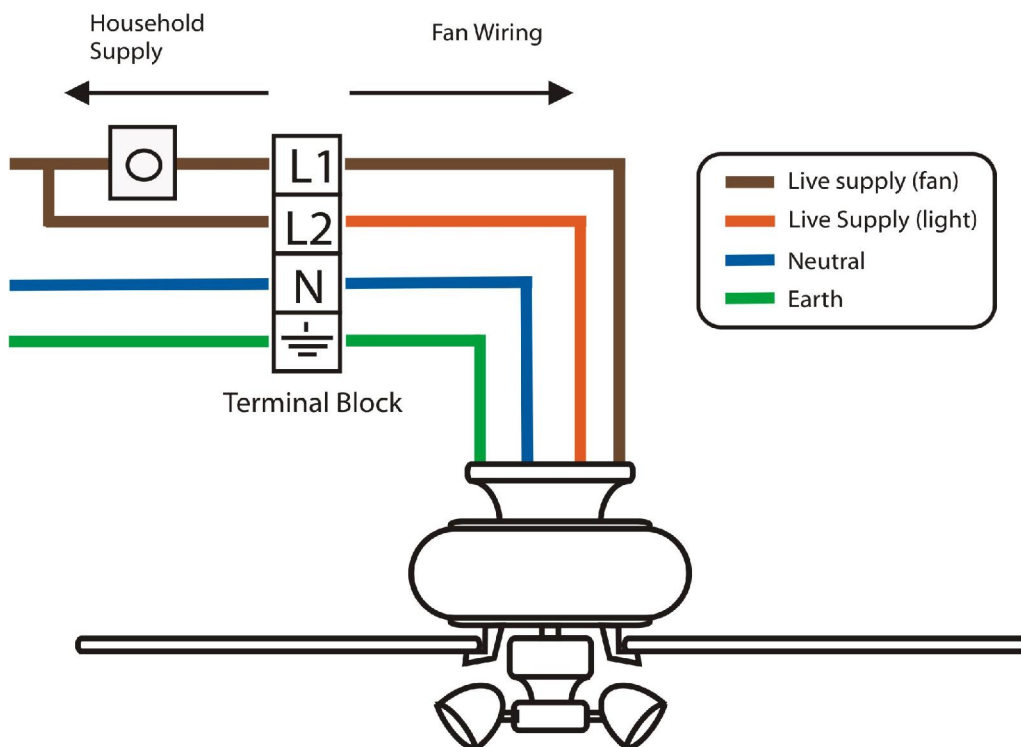


Note: The wall switch must be an on/off type. Do not use a dimmer switch.

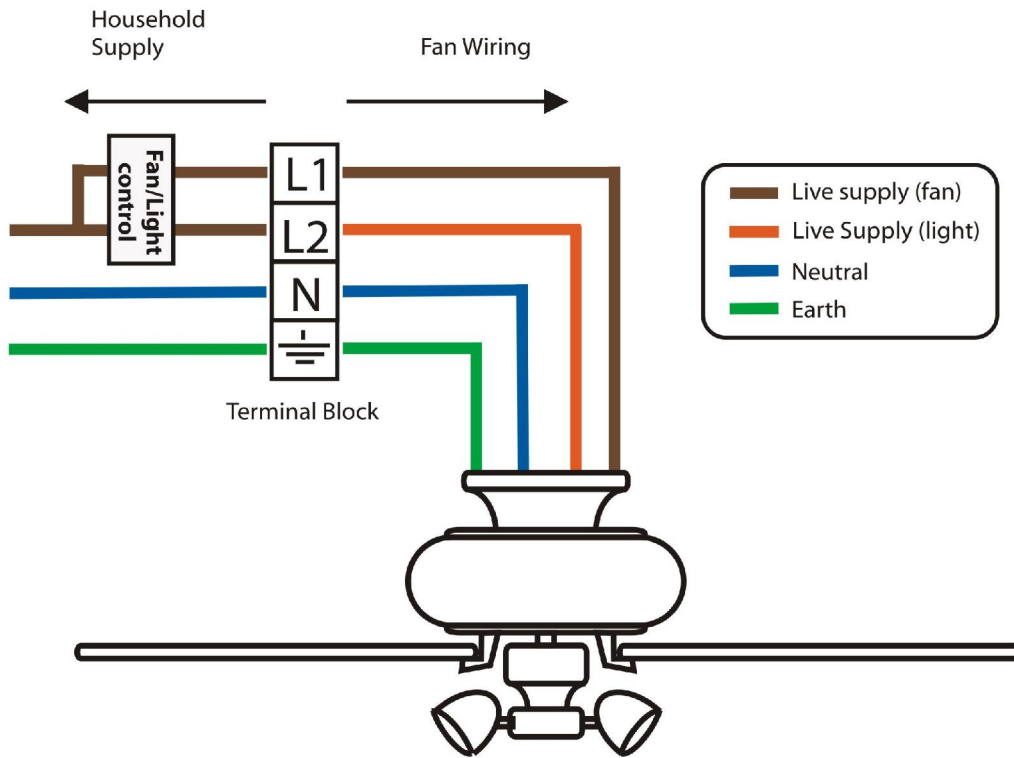
4. Wall switch operates the light, pull switch operates the fan



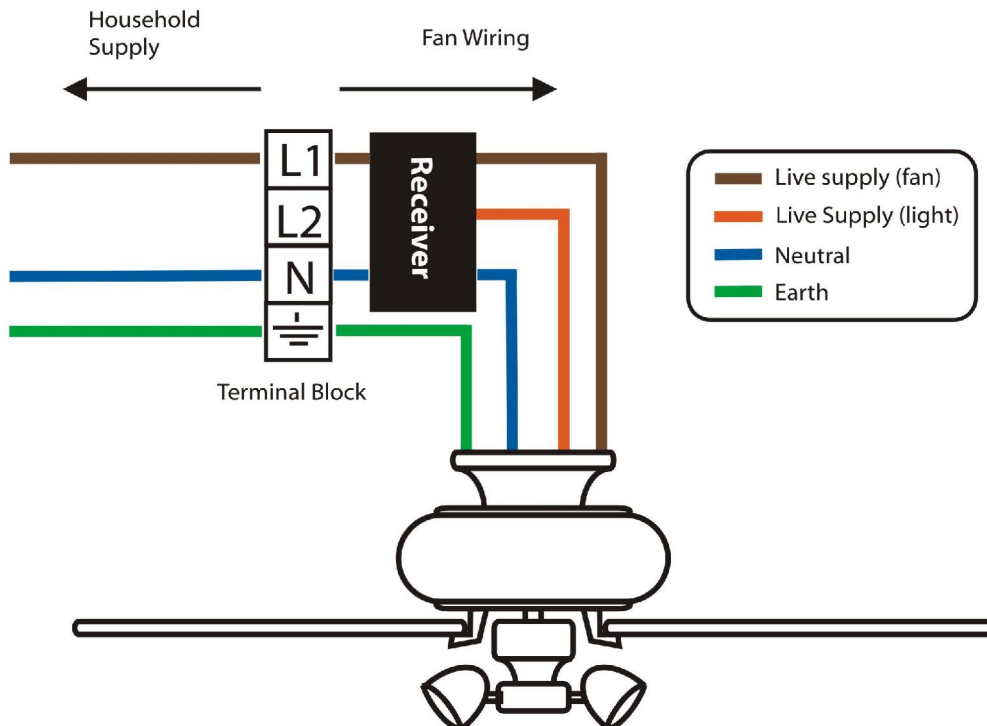
5. Wall switch operates the fan, pull switch operates the light



6. Wall switch operates the fan and the light



7. Remote handset controls fan and light

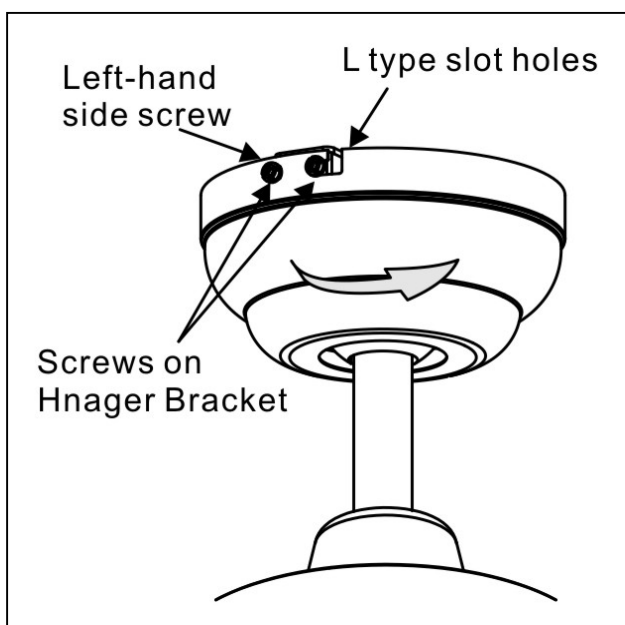


Disclaimer - This diagram is to be used as a guide. Use of this guide is at the installers risk. Fantasia Distribution Ltd accept no liability for injury, loss or damage resulting from use of this guide

These colours are only for guidance and do not necessarily represent regional variance

Do not connect the motor supply cable to a dimmer switch. If a wall mounted control for the fan is required then we recommend you contact our help-line.

It is possible to control your fan and light with a remote control system. For further details please contact the help-line.



Once the cables of the fan have been connected. Offer the canopy up to the hanger bracket and insert the screws in the hanger bracket. Tighten all the screws to ensure a good safe fixing.

It is important to fix the canopy properly as this offers another level of safety should anything happen to the hanger bracket.

Now is a good time to test that the fan operates correctly. If the motor has plastic packing pieces attached then remove them now.

With the power switched on check that the fan operates in both directions and that there is a difference in speed (this won't be exact as the blades are not installed yet).

If all is well proceed with the rest of the installation. If a problem is experienced please refer to the fault finding section at the back of this leaflet.

Connect the dangler to the end of the pull chains. If you require longer chain please call our help-line.

4. Adding a light kit

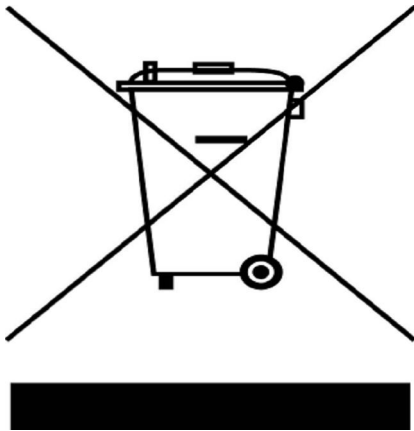
To install an optional light kit first ensure all pole disconnection of the electricity supply. Then unscrew the three screws at the bottom of the switch housing and remove the switch housing plate. Your light fitting will either replace this plate entirely or will connect on to the plate via the push out centre stud. (Refer to instructions that are supplied with your light fitting). The light is then offered up to the switch housing. Locate the two cables marked “for light’. Connect the blue and orange cables with their corresponding colour cables on the light fitting. The orange wire is the ‘live’ supply for the light and the blue wire is the ‘neutral’. The connection is made with push together connectors.

When assembling the lighting attachment back onto the fan ensure there are no cables trapped between the metal surfaces. Also ensure that there are serrated washers on the three screws at the bottom of the switch housing. This ensures good earth continuity to the light.

Fit the bulbs.

Clip the dangler for the light onto the pull chain

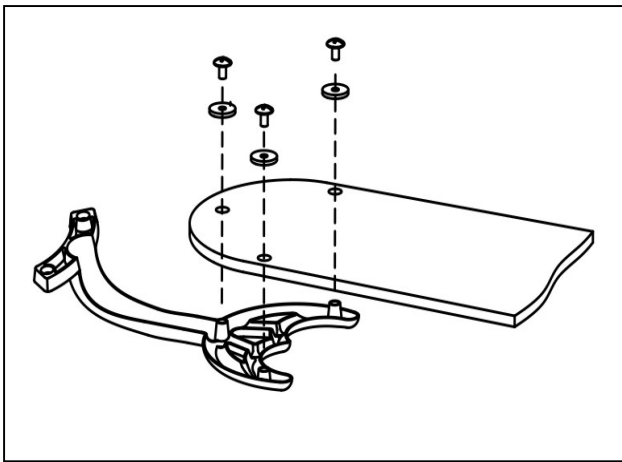
Product Disposal Instructions



This product has been classed as Electrical or Electronic Equipment and should not be disposed of with other household or commercial waste at the end of it’s working life.

The Waste of Electrical and Electronic Equipment (WEEE) Directive (2002/96/EC) has been put in place to recycle products using best available precise and minimize the impact upon the environment.

5. Assembling the blades



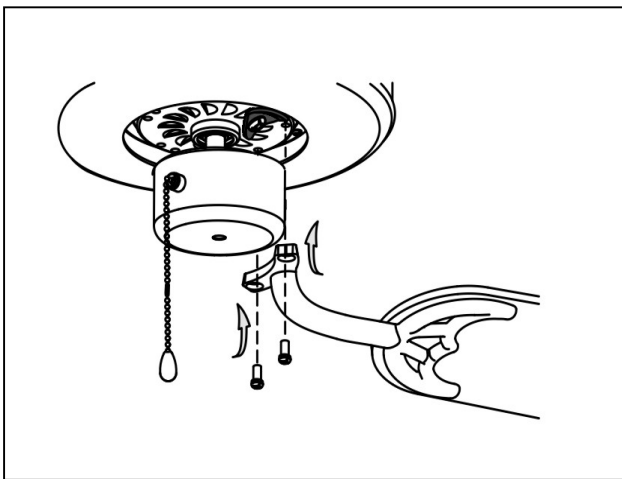
The acrylic blades now need to be assembled on to the carrier brackets.

Carefully unwrap the carrier bracket.

Align the bracket with the holes in the blades and use the screws and fibre washers provided to connect them.

The fibre washer should go on top the blade between the head of the screw and the surface of the blade. Ensure the screws are tightened up firmly.

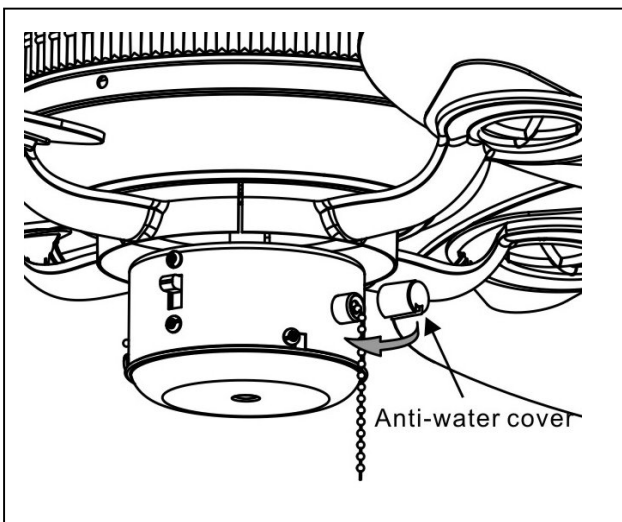
6. Attach the assembled blades onto the fan



Using the coarse threaded short bolts and the spring washers provided, bolt the carrier bracket on to the motor. Ensure the bolts are tightened firmly.

Be careful not to bend the carrier brackets during installation as this may result in an imbalance and induce wobble.

If installing more than one fan be careful not to mix the blade sets. Each set is carefully manufactured to be evenly balanced, mixing would break up a balanced set and again this could induce wobble.



There is a anti-water cover attached with fan that coving pull switch for water proofing, please don't lose when the fan is unpacked and make sure the anti-water cover is at properly position.

Operating instructions

Having checked that all electrical connections are securely made and insulated, turn on the power and check the operation of the fan. The pull switch on the side of the motor housing is the selection switch for the speed function of the fan and is also the on/off function. The first pull from the off position takes you onto the high speed; the second onto medium speed; the third onto slow speed and the fourth pull to the off position.

The slide switch on the other side of the switch housing changes the direction of rotation of the blades. (Remember to let the fan slow to a complete stop before changing the direction of rotation). When looking up at the fan blades, anti-clockwise rotation achieves a downward flow of air and clockwise rotation achieves an upward movement of air.

Summer operation – In warm weather a downward movement of air is more desirable as this achieves a greater cooling effect.

Winter operation – In winter a movement of air upwards and then back down the sides of the room achieves a more balanced temperature throughout the room.

If a wall control or remote control system has been used refer to the accompanying leaflets enclosed in these systems.

Blade balancing

Whilst every precaution is taken at the factory to ensure your fan is of the highest quality, imbalance may occur. This may be due to slight irregularities in the blades or blade carriers. Further problems can be caused by deviating from these instructions.

The following procedure may help to rectify the situation.

The hanger bracket must always be tight against the ceiling so that no movement can occur.

Make sure that the rod is firmly locked into the boss on top of the fan. The locking screw should be securely tightened.

Check all the blades are firmly tightened on to their carrier brackets.

Check all the carrier brackets are tightened on to the motor firmly.

Blade tracking can easily be checked by holding a yardstick or similar measure vertically from the ceiling to the tip of the blade. Then check all blades measure the same distance from that point. To correct slight problems in the alignment of a blade, gently bend the carrier to bring it back in line.

Changing over two adjacent blades – may correct any imbalance.

Use the universal balancing kit supplied with the fan.

Please note that drop rod styles of fans do have a slight level of movement but this is in no way dangerous.

Care and cleaning

Ensure that periodic checks of the fixings take place. (see Safety Precaution 11)

Periodic cleaning of your new Fantasia fan is recommended particularly the blades. The plated or painted surfaces of your fan have been sealed with a lacquer to minimize any discoloration or tarnishing. Therefore use a soft brush or lint free cloth to avoid scratching the surface.

The motor has permanently sealed bearings so no lubrication is necessary

Do not use water when cleaning you fan as this could damage the surfaces of the casing and the blades and may create the possibility of a electric shock.

Tips from Fantasia

- If you have a false ceiling, connect the hanger bracket onto the main structure and use an extension rod to lower the fan below the false ceiling. (Remember to allow adequate clearance for the rotating blades – see Safety Precaution3).
- The hanger bracket can be mounted onto a surface up to 40°. The fan will have to be installed in the drop rod style of mounting for this (Remember to allow adequate clearance for the rotating blades – see Safety Precaution 3).
- Do not forget to put the canopy on the rod before connecting the rod onto the fan.
- Extension chain is available if the control chains are not long enough, please ring the help-line for further details.
- If you are installing more than one fan make sure that you do not mix the fan blade sets.

Fault Finding

Noise level unacceptable

Noises from fans are usually due to something being loose on the fan. As a first corrective measure ensure all screws are tight (including shade screws if a light is fitted)

Fan wobbles excessively

The blades may have imbalance. Follow the blades balancing section.
The drop rod boss set screws may not be locked tightly.
Tighten and retry.

Fan will not rotate

Check supply connections.
Check that the blades are not fowling anything

Light will not work

Check supply connections.

Fan is tarnishing

Check that no solvents have been used in the vicinity of the fan – especially floor adhesives and brick acids.

Please use these pages to attach your proof of purchase as you may need it if you need to contact Fantasia in the future.

Don't forget to complete and return the warranty form at the back of this booklet.

Ceiling Fan Warranty.

You must have the original purchase receipt or bill of sale to make a warranty claim. No claim will be accepted unless proof of date of purchase is available at the time of making the warranty claim.

Ceiling Fan Warranty Period.

The ceiling fan itself, excluding accessories such as the Remote Control Transmitter and Receiver, is covered by a 10 year warranty for indoor use and a 5 years for outdoor use. During this period, Fantasia Distribution Ltd will, at its discretion, repair or replace defective product. During this period, the owner is responsible for labour costs incurred in removing and re-installing the fan, and for transport costs to Fantasia Distribution Ltd's repair centre. Return freight will be paid by Fantasia Distribution Ltd. The cost of obtaining or using special access equipment (scissor lifts, scaffolding etc.) is specifically excluded, and it is the responsibility of the owner to provide such equipment and have it safely installed and operated.

Remote Control Warranty Period.

Fantasia Distribution Ltd's Remote Control Receivers and Transmitters (Handsets) are covered by a 2 year repair or replacement warranty

Balance of Warranty on Repaired or Replaced Products.

Any replaced or repaired product is covered only by the balance of the warranty remaining on the original article.

Transfer of Warranty.

If the dwelling where the fan or remote control is installed changes hands, the balance of the warranty passes to the new owner, providing the original bill of sale for the product is retained by the new owner.

Warranty for the fan does not cover damage to the fan if it is moved from one dwelling to another during the warranty period. The warranty is voided in total if the product is sold as second hand goods.

The following is NOT covered by warranty.

1. Any damage incurred after delivery to the owner that is not caused by a fault in the products materials or workmanship; damage from lightning or power surges; incorrect installation; damage due to incorrect installation; water damage of any kind; installation or use outdoors; damage arising from connection to or use with alternative power systems (e.g. inverters, solar, etc.).
2. Ceiling fans not installed by a qualified electrician.
3. Repair of a ceiling fan used incorrectly, accidentally damaged, modified in any way or not serviced in accordance with the maintenance instructions.
4. The cost of transporting and insuring the ceiling fan between the nearest Fantasia Distribution Ltd agents' service depot and its normal location.
These costs must be met by the purchaser
5. Subject to any statutory provisions to the contrary, claims for damage to furniture, carpet, walls, ceilings, foundations or any other consequential loss either directly or indirectly resulting from a faulty ceiling fan.
6. **Fans** not purchased and installed in Mainland UK.
7. A service fee will be charged where; there is nothing wrong with the ceiling fan or; the defective operation of the ceiling fan is due to failure of electricity or; the installation is not in accordance with Fantasia Distribution Ltd instructions and/or applicable local regulations or; the defects have been caused by incorrect application or abuse of the ceiling fan or; the damage has been caused by **unauthorized** persons attempting to repair the fan.



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Medina

FANTASIA DISTRIBUTION LTD.

Unit B. The Flyers Way, Westerham, Kent, TN16 1DE

Tel : (01959) 564 440 Fax : (01959) 564 829

E-MAIL: info@fantasiaceilingfans.com