

READ THESE INSTRUCTIONS AND
AND SAVE THEM FOR FUTURE USE

Federal regulations require ceiling fans with light kits manufactured or imported after January 1, 2009, to limit total wattage consumed by the light kit to 190W. Therefore, this fan is equipped with a wattage limiting device.



Installation Guide

For Models:

CEN54BCH5
CEN54BNK5

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net weight of fan: 22.93 lb (10.4 kg)

PRINTED IN CHINA

SAFETY TIPS.

WARNING: To reduce the risk of electrical shock, turn off the electricity to the fan at the main fuse box or circuit panel before you begin the fan installation or before servicing the fan or installing accessories.

1. **READ ALL INSTRUCTIONS AND SAFETY INFORMATION CAREFULLY BEFORE INSTALLING YOUR FAN AND SAVE THESE INSTRUCTIONS.**

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

2. Make sure all electrical connections comply with Local Codes or Ordinances, the National Electrical Code, and ANSI/NFPA 70-1999. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the instructions, please use a qualified electrician.
3. Make sure you have a location selected for your fan that allows clear space for the blades to rotate, and at least seven (7) feet (2.13 meters) of clearance between the floor and the fan blade tips. The fan should be mounted so that the tips of the blades are at least thirty (30) inches (76 centimeters) from walls or other upright structures.
4. The outlet box and ceiling support joist used must be securely mounted, and capable of supporting at least 35 pounds (16 kilograms). The outlet box must be supported directly by the building structure. Use only CUL (Canada) or UL (USA) listed outlet boxes marked "FOR FAN SUPPORT."

WARNING: To reduce the risk of fire, electrical shock, or personal injury, mount to the outlet box marked "Acceptable for Fan Support of 15.9 kg (35 lb) or less," and use the 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.

WARNING: 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.

5. Electrical diagrams are for reference only. Light kits that are not packed with the fan must be CUL (Canada) or UL (USA) listed and marked suitable for use with the model fan you are installing. Switches must be CUL (Canada) or UL (USA) general use switches. Refer to the instructions packaged with the light kits and switches for proper assembly.
6. After installation is complete, check that all connections are absolutely secure.
7. 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 opposite sides of the outlet box.

WARNING: To reduce the risk of fire or electrical shock, do not use this fan with any solid state speed control device or control fan speed with a full range dimmer switch. [Using a full range dimmer switch to control fan speed will cause a loud humming noise from fan.]

8. Do not operate the reverse switch until the fan has come to a complete stop. **[Note:** If using remote control with reverse capability, reverse fan blade direction only when on LOW speed.]
9. Do not insert anything between the fan blades while they are rotating.

WARNING: To reduce the risk of personal injury, do not bend the blade arms during assembly or after installation. Do not insert objects into the path of the blades.

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

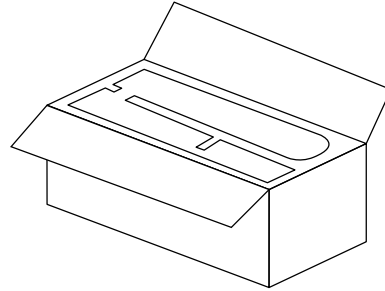
10. Do not use water or detergents when cleaning the fan or fan blades. A dry dust cloth or lightly dampened cloth will be suitable for most cleaning.

WARNING: 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.**

NOTE: The important safety precautions and instructions appearing in the manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense and caution are necessary factors in the installation and operation of this fan.

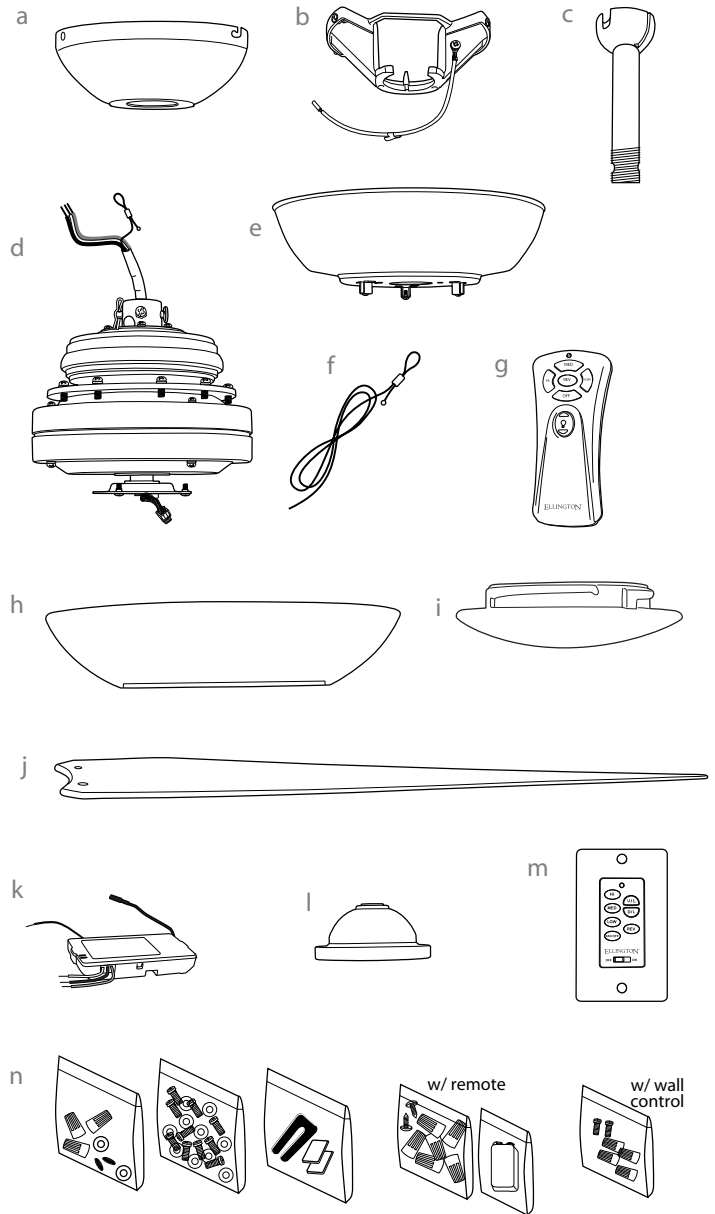
1. Unpacking Your Fan.

Carefully open the packaging. Remove items from Styrofoam inserts. Remove motor housing and place on carpet or Styrofoam to avoid damage to finish. Do not discard fan carton or Styrofoam inserts should this fan need to be returned for repairs. Check against parts inventory that all parts have been included.



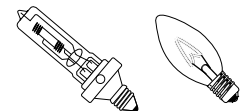
2. Parts Inventory.

- a.** canopy. 1 piece
- b.** hanging bracket. 1 piece
- c.** 6in. downrod and hanging ball. 1 piece
- d.** motor assembly. 1 piece
- e.** motor housing. 1 piece
- f.** safety cable (already attached to motor). 1 piece
- g.** remote control transmitter. 1 piece
- h.** light kit fitter. 1 piece
- i.** glass shade. 1 piece
- j.** blade. 5 pieces
- k.** remote control receiver. 1 piece
- l.** yoke cover. 1 piece
- m.** wall control and plate. 2 separate pieces
- n.** hardware packs



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

required bulbs:
light kit--1 x 100 watt max. halogen bulb, type JD E11 (included)
lighted housing--3 x 15 watt max. candelabra base bulbs (included)

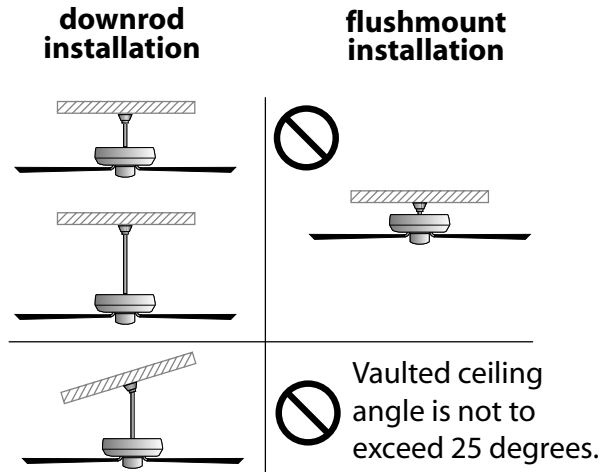
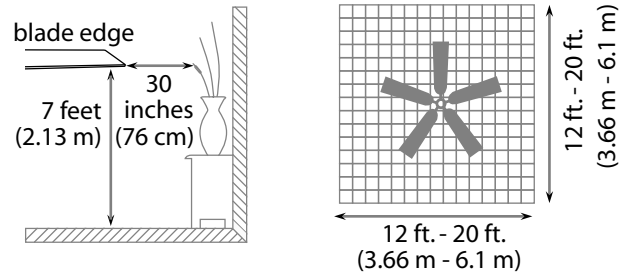


3. Installation Preparation.

To prevent personal injury and damage, ensure that the hanging location allows the blades a clearance of 7 feet (2.13 m) from the floor and 30 in (76 cm) from any wall or obstruction. This fan is suitable for room sizes up to 400 square feet (37.2 square meters).

This fan can be mounted with a **downrod** on a regular (no-slope) or vaulted ceiling. The hanging length can be extended by purchasing a longer downrod (0.5 in /1.27 cm diameter). Other installation, such as **flushmount**, is not available for this fan.

Installation requires these tools:
Phillips screwdriver, flathead screwdriver, adjustable pliers or wrench, stepladder, wire cutters, and rated electrical tape.



4. Hanging Bracket Installation.

Turn off circuit breakers to current fixture from breaker panel and be sure operating light switch is turned to the OFF position.

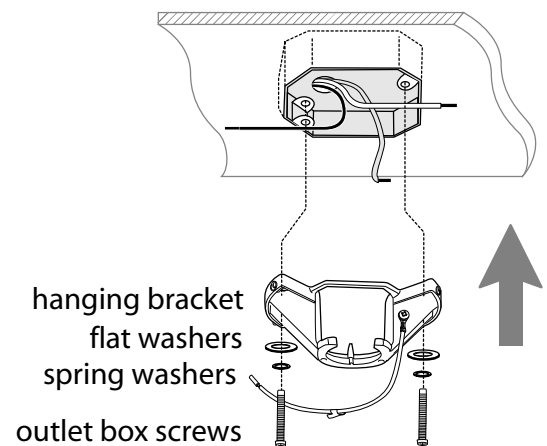
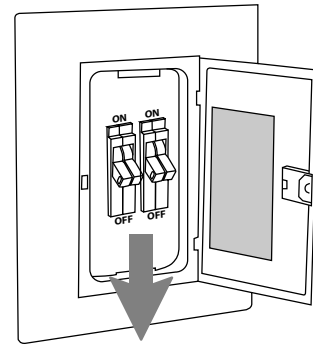
WARNING: Failure to disconnect power supply prior to installation may result in serious injury.

Remove existing fixture.
WARNING: When using an existing outlet box, be sure the outlet box is securely attached to the building structure and can support the full weight of the fan. Ensure outlet box is clearly marked "Suitable for Fan Support." If not, it must be replaced with an approved outlet box. Failure to do so can result in serious injury.

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

Install hanging bracket to outlet box using original screws, spring washers and flat washers provided with new or original outlet box.* If installing on a vaulted ceiling, face opening of hanging bracket towards high point of ceiling. Arrange electrical wiring around the back of the hanging bracket.

***Note:** It is very important that you use the proper hardware when installing the hanging bracket as this will support the fan.



5. Fan Assembly

If you wish to extend the hanging length of your fan, you must remove the hanging ball from the 6in. downrod provided to use with an extended downrod (sold separately). [If you wish to use the 6in. downrod, please proceed to instructions following the dotted line below.]

To remove hanging ball, loosen set screw on hanging ball, lower hanging ball and remove stop pin. Slide hanging ball off the original downrod, A, and slide it down the longer downrod, B (the top of the downrod should be noted as having a set screw hole; use this hole when setting the set screw). Insert stop pin into top of extended downrod and raise hanging ball. Be sure stop pin aligns with slots on the inside of the hanging ball. Tighten set screw securely.

Tip: To prepare for threading electrical wires through downrod, apply a small piece of electrical tape to the ends of the electrical wires--this will keep the wires together when threading them through the downrod.

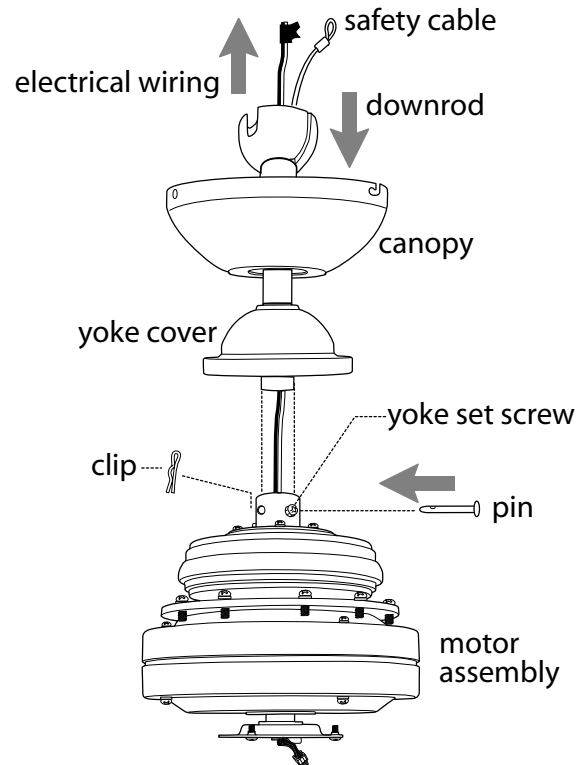
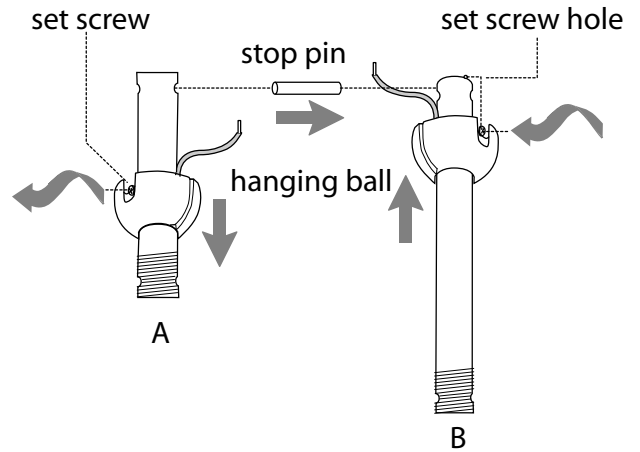
Loosen yoke set screws and nuts at top of motor and remove pin and clip from yoke at top of motor. Slide downrod through canopy and yoke cover.

Thread safety cable and electrical wires through downrod and pull extra wire slack from the upper end of the downrod.

Thread downrod into the motor yoke until holes for pin and clip in downrod align with holes in yoke--*make sure wires do not get twisted*. Re-insert pin and clip that were previously removed. Tighten yoke set screws and nuts securely. Lower yoke cover to motor.

["Fan Assembly" continued on next page.]

NOTE: The important safety precautions and instructions appearing in the manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense and caution are necessary factors in the installation and operation of this fan.



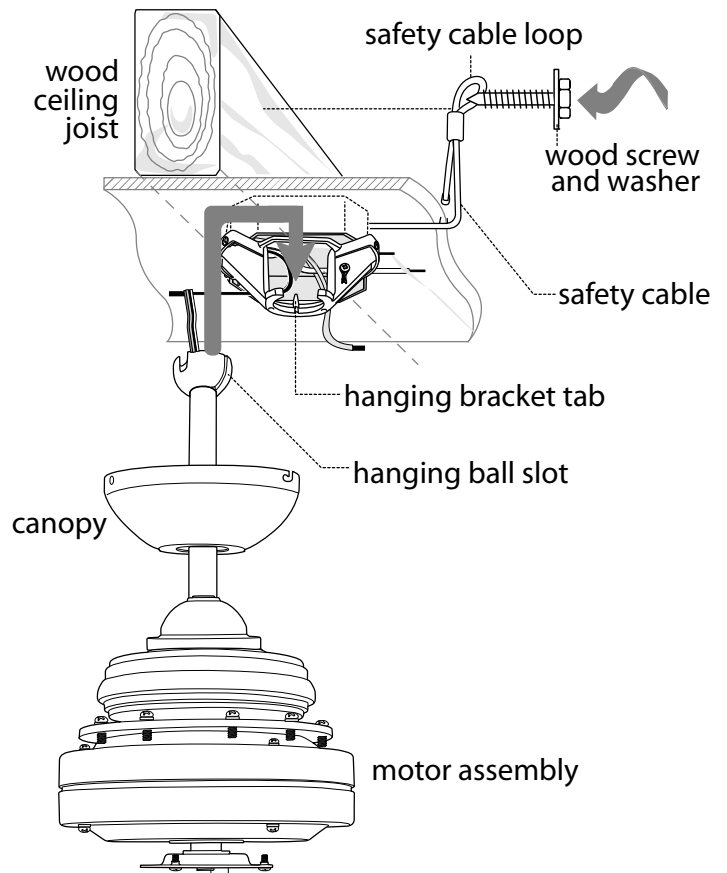
5. Fan Assembly. (cont.)

With the hanging bracket secured to the outlet box and able to support the fan, you are now ready to hang your fan. Grab the fan firmly with two hands. Slide downrod through opening in hanging bracket and let hanging ball rest on the hanging bracket. Turn the hanging ball slot until it lines up with the hanging bracket tab.

WARNING: Failure to align slot in hanging ball with tab in hanging bracket may result in serious injury or death.

Tip: Seek the help of another person to hold the stepladder in place and to help lift the fan up to you once you are set on the ladder.

Find a secure attachment point (wood ceiling joist highly recommended) and secure safety cable. It will be necessary to use a heavy duty wood screw, washer and lock washer (not supplied) with the safety cable loop. If necessary, adjust the loop at the end of the safety cable. The loop at the end of the safety cable should just fit over the threads on the wood screw. Extra cable slack can be left in ceiling area.



6. Wiring

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

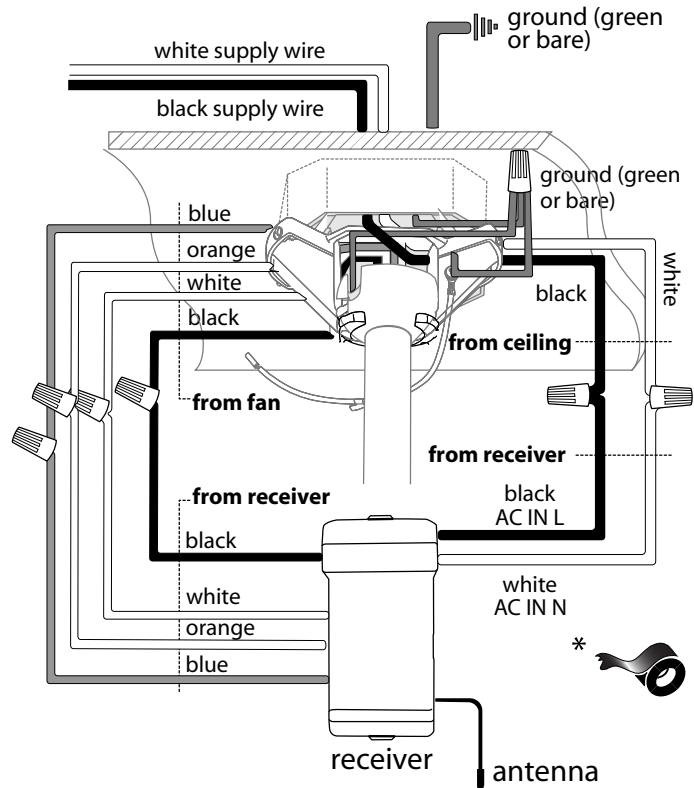
Make sure all electrical connections comply with Local Codes or Ordinances and the National Electrical Code. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the diagram to the right, please use a qualified electrician.

When downrod is secured in place on the hanging bracket, **WIRE THE RECEIVER** with wire connectors provided as shown in diagram at right.

Tip: While you are wiring, keep in mind that wires must not obstruct receiver from sliding into hanging bracket.

* Wrap each wire connector separately with electrical tape as an extra safety measure.

Gently insert receiver (flat side up) into hanging bracket and carefully push taped wire connectors into outlet box. Let antenna rest



(wiring for receiver)

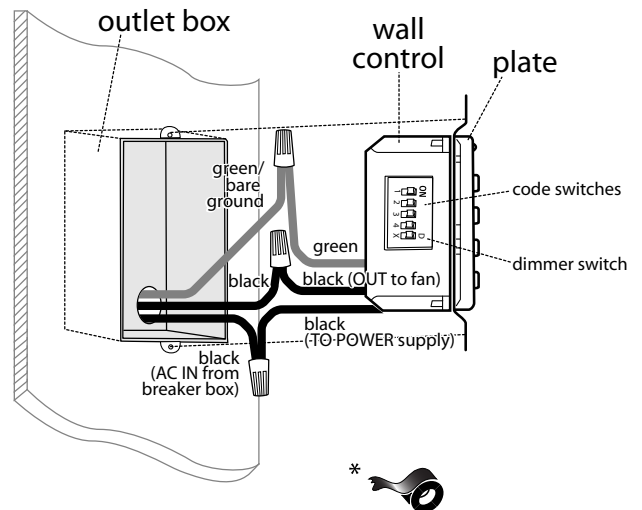
IN ORDER TO WIRE WALL CONTROL, remove existing wall switch. Wire the **WALL CONTROL** with wire connectors provided as shown in diagram at right.

* Wrap each wire connector separately with electrical tape as an extra safety measure. Gently push taped wire connectors into outlet box.

Use a ballpoint pen or a small screwdriver to set the code switches 1 through 4 on the wall control. Factory setting is pre-set and not recommended for use. **Write down number sequence for use in Section 10.**

NOTE: Since this fan comes with a halogen bulb, the dimmer switch (labeled **D** and **X**) has been pre-set to the "ON" position (**D**). If you do not wish to have dimming capability, please move the switch to the "OFF" position (**X**).

Attach wall control to outlet box and secure with screws from original wall switch. Attach front plate to wall control using 2 screws provided with the wall control.



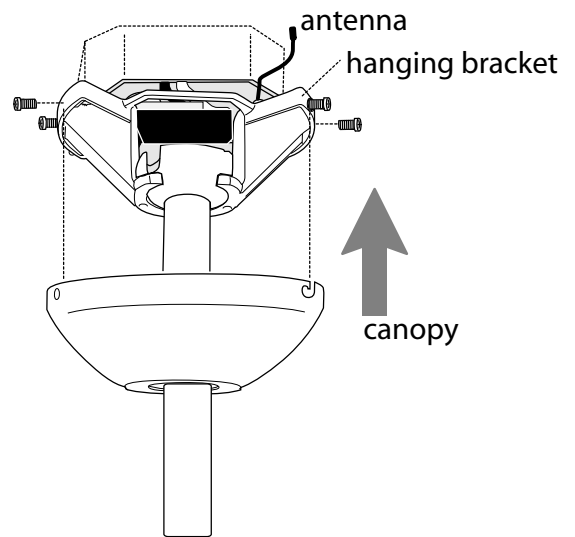
(wiring for wall control)

7. Canopy Assembly.

Temporarily raise canopy to hanging bracket to determine which 2 screws in hanging bracket align with *slotted* holes in canopy, and then lower canopy and *partially loosen* these 2 screws. Remove the **other** 2 screws and set aside.

Now, lift canopy to hanging bracket again, aligning slotted holes in canopy with loosened screws in hanging bracket. Twist canopy to lock. Re-insert the other 2 screws and secure all screws with Phillips screwdriver.

*Remember that antenna for remote control receiver must rest *outside* of hanging bracket.

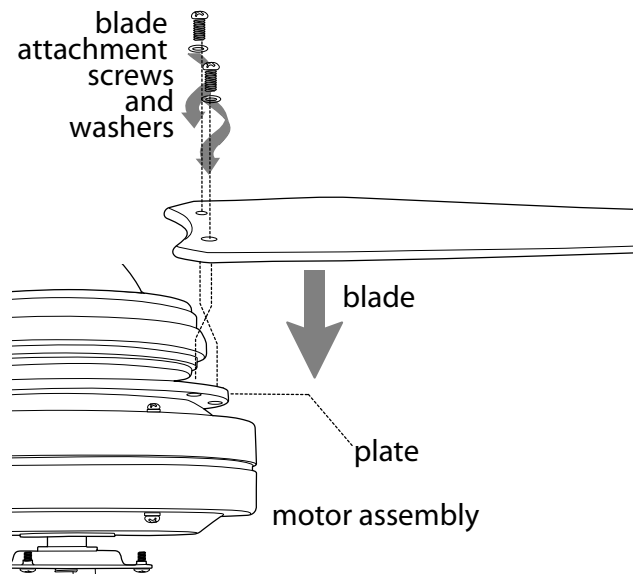


8. Blade Assembly.

Time Saver: Rubber washers for blade screws can be set on each blade screw prior to installing the blades.

Locate 10 blade attachment screws and rubber washers in one of the hardware packs. Locate the plate at the top of the motor assembly. Please note the five "5's" that are stamped into the plate-you will use the holes on either side of the 5 to attach each blade. Align holes in blade with motor holes in plate as previously described. [*Be sure to note label on blade indicating THIS SIDE UP.*] Insert 2 blade screws (along with rubber washers) with fingers first and then tighten screws securely with a Phillips screwdriver. Repeat this procedure with remaining blades.

Note: Tighten blade screws twice a year.



9. Assembly of Lights, Upper and Lower.

Remove 1 screw on fitter plate (on underside of motor assembly) and loosen the other 2 screws. Turn motor housing so that the posts are facing down. Align slotted holes in center of motor housing with loosened screws on fitter plate, allowing the male plug from motor assembly to come through hole in middle of motor housing. Twist motor housing to lock. Re-insert screw that was just removed and tighten all 3 screws.

Remove 1 screw from one of the posts on underside of motor housing and loosen the other 2 screws. Connect the male plug from motor assembly to female plug from light kit fitter. Be sure plugs snap together completely. Align slotted holes in light kit fitter with loosened screws in motor housing. Twist light kit fitter to lock. Re-insert screw that was previously removed and tighten all 3 screws securely.

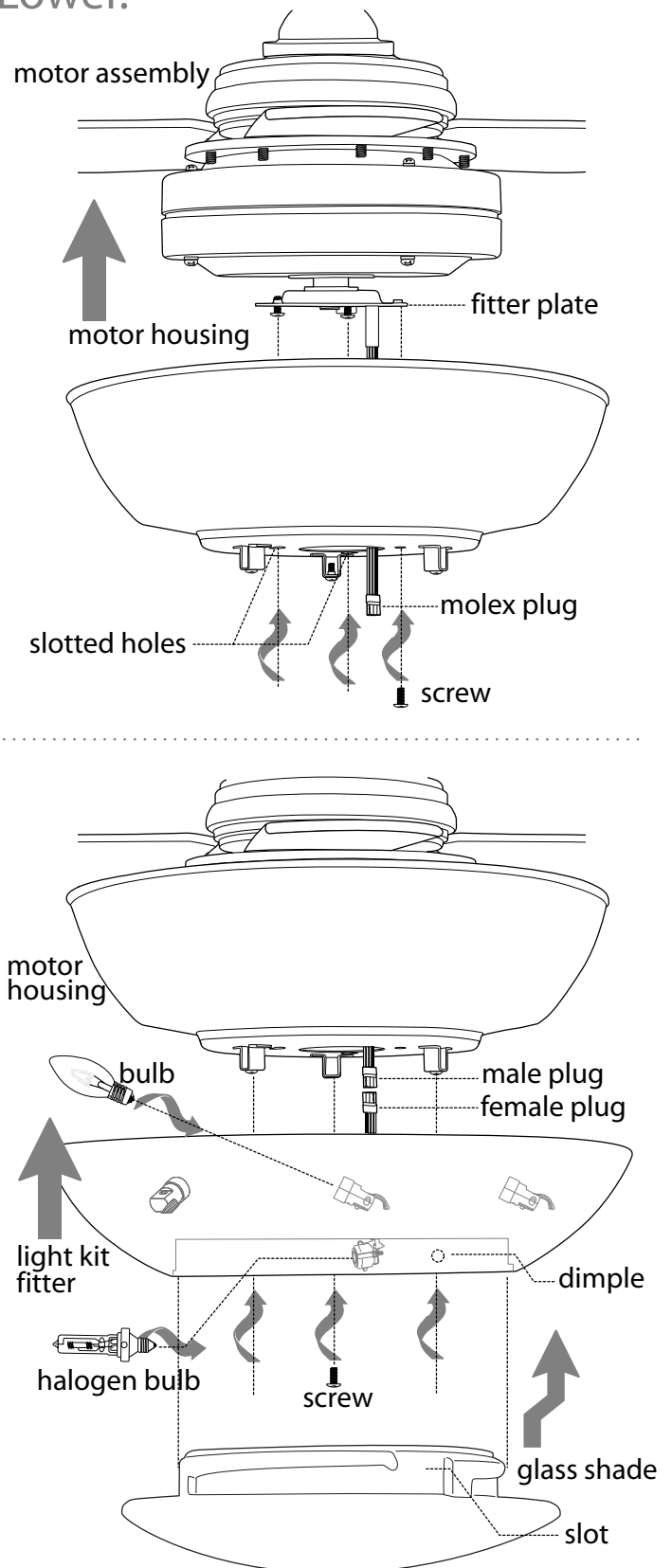
Install 3 candelabra base bulbs (included) in sockets inside the **top** of light kit fitter.

Install one 100 watt (max.) halogen bulb, size JD E11 (included) in socket on **underside** of light kit fitter.

Tip: Do not touch glass portion of bulb with fingers or hands. Oil from skin can cause bulb to over heat and go out prematurely. Use cardboard box or foam wrapping bulb was packed with to layer around glass portion of bulb.

Important: When replacing any bulbs, please allow light kit fitter and bulbs to cool down before touching them. Also, remember that a new halogen bulb should not be touched with fingers--refer to "Tip" above.

Locate slots on glass shade and align with dimples on light kit fitter. Push up gently on glass shade and turn in a clockwise direction until it no longer turns. Pull down *gently* on glass shade to make certain that it is secure.



10. Automated Learning Process./ Activating Code.

CAUTION: The remote control transmitter can be programmed to multiple receivers or fans. If this is not desired, turn wall switch off to any other programmable receiver or fan.

Remove battery cover on back side of remote control transmitter.

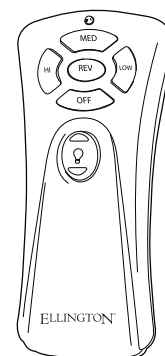
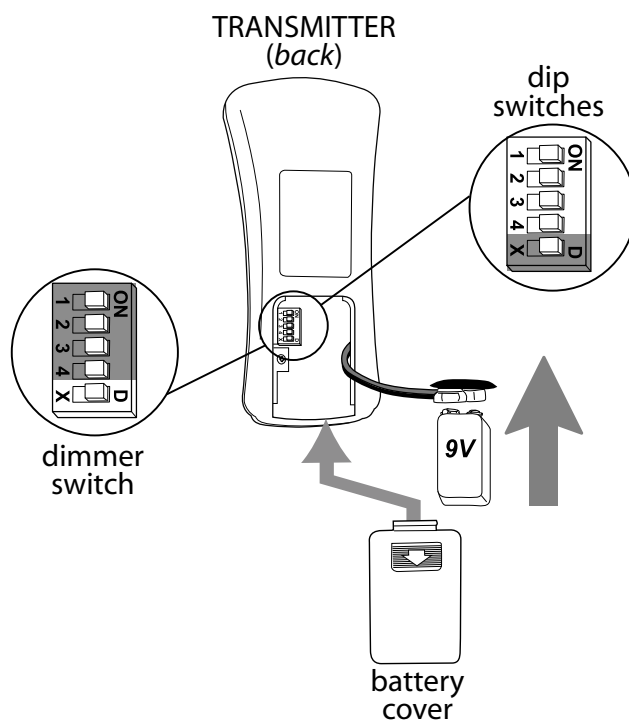
Use a ballpoint pen or a small screwdriver to set the code switches 1 through 4 for the transmitter. **Use the same number sequence used when wiring the wall control in Section 6 (page 6).**

Note: The dimmer switch (labeled **D** and **X**) has been pre-set to the "ON" position (**D**). If you do not wish to have dimming capability, please move the switch to the "OFF" position (**X**).

Install 9-volt battery (provided) in transmitter and then replace the battery cover.

IMPORTANT: Store the transmitter away from excess heat or humidity. To prevent damage to transmitter, remove the battery if not used for long periods.

Restore electrical power and then set slider switch on wall control to the ON position. Within 30 seconds of turning on the wall control, press the "OFF" button, located on the front of the transmitter, for 5 seconds or until lower light blinks twice. Test the light and fan functions to confirm the learning process is complete--see Section 13.



TRANSMITTER (front)

11. Wall Control Operation.

ON/OFF slider switch - turns *wall control* ON or OFF

HI button - turns *fan* to HIGH speed

MED button - turns *fan* to MEDIUM speed

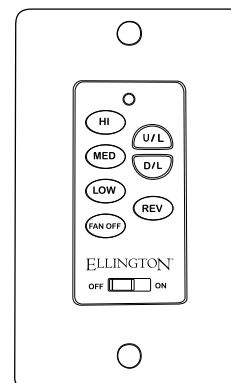
LOW button - turns *fan* to LOW speed

FAN OFF button - turns *fan* OFF

U/L button - turns *upper light* ON/OFF when pressed once; dims *upper light* when pressed and held down

D/L button - turns *lower light* ON/OFF when pressed once; dims *lower light* when pressed and held down

REV button - used to REVERSE blade direction (fan must be set on *low* **before** reversing blade direction)



12. Remote Control Operation.

HI button - turns *fan* to HIGH speed

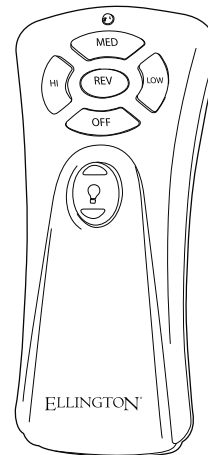
MED button - turns *fan* to MEDIUM speed

LOW button - turns *fan* to LOW speed

REV button - used to REVERSE blade direction (fan must be set on *low* **before** reversing blade direction)

OFF button - turns *fan* OFF

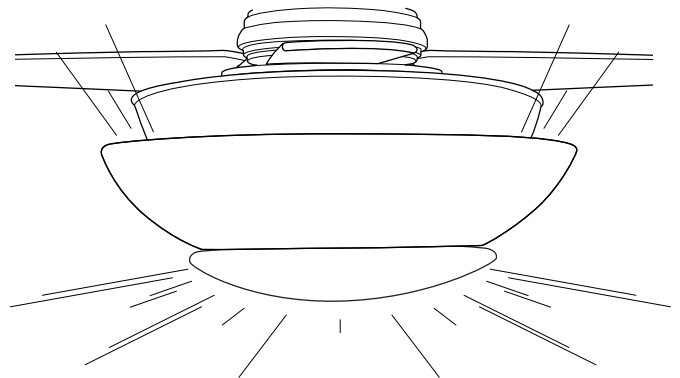
💡 button - pushing TOP of button turns *upper light* ON/OFF and pushing BOTTOM of button turns *lower light* ON/OFF; pressing TOP part of 💡 button and holding it down for more than 0.7 seconds converts it into a dimmer for the *upper light*; pressing BOTTOM part of 💡 button and holding it down for more than 0.7 seconds converts it into a dimmer for the *lower light*



13. Testing Your Fan.

It is recommended that you test fan before finalizing installation. Restore power from circuit box and light switch (if applicable). Locate ON/OFF slider switch on wall control and set to the ON position. Test light and dimmer function and then test fan speeds. Next, locate remote control. Start with the lights OFF and test the light ON/OFF function by pressing on the upper and then the lower part of the 💡 button. Test the dimmer function by pressing the top (and then after that the bottom) part of the 💡 button and holding it down for 1 second. Test fan speeds with the different fan speed buttons. If the remote control operates all of the functions of the fan, battery has been installed correctly. If the wall and/or remote control(s) do (does) not operate all of the fan functions, refer to "Troubleshooting" section to solve any issues before contacting Customer Service.

Fan *must* be on LOW *before* setting the fan to reverse direction. Use REV button to recirculate air depending on the season.



Troubleshooting.

WARNING: Failure to disconnect power supply prior to troubleshooting any wiring issues may result in serious injury.

Problem: Fan fails to operate.

Solutions:

1. Check wall switch to fan.
2. Verify that wall control is wired properly.
3. Check to be sure code switches in remote control transmitter and wall control are set properly.
4. Verify that receiver is wired properly.
5. Verify that fan is wired properly.
6. Check that red light on remote control transmitter turns on when a button is pressed indicating that the battery is good.
7. Learning process between fan, remote control transmitter and wall control may not have been successful and code was not activated. Turn off power and then repeat instructions in last paragraph of Section 10 (page 9).
8. Verify that male and female plugs are connected properly.

Problem: Light kit not lighting.

Solutions:

1. Check to wall switch to fan.
2. Check that bulb is installed correctly.
3. Check to be sure code switches in remote control transmitter and wall control are set properly.
4. Check to be sure wires in canopy are wired properly.
5. Check to be sure that bulb totals no more than 190W.
[Note: Lamping light kit with bulb that totals more than 190W will cause the wattage limiting device to interrupt the flow of electricity to the light kit.]

Problem: Fan operates but lights fail.

Solutions:

1. Check that bulbs are installed correctly.
2. Replace defective bulbs with same type of bulb.
3. Check to be sure wires in canopy are wired properly.
4. Check to be sure that bulb totals no more than 190W.
[Note: Lamping light kit with bulb that totals more than 190W will cause the wattage limiting device to interrupt the flow of electricity to the light kit.]

Problem: Fan fails to operate with remote control and/or wall control.

Solutions:

1. Check that red light on remote control transmitter turns on when a button is pressed indicating that the battery is good.
2. Check to be sure code switches in remote control transmitter and wall control are set properly.
3. Learning process between fan, remote control transmitter and wall control may not have been successful and code was not activated. Turn off power and then repeat instructions in last paragraph of Section 10 (page 9).

Problem: Fan wobbles.

Solutions:

1. Use the balancing kit located in one the hardware packs. *If no blade balancing kit is provided, please call Customer Support, 1-800-486-4892, to request one.*
2. Check to be sure set screw(s) on motor housing yoke is (are) tightened securely.
3. Check to be sure set screw on hanging ball is tightened securely.

Warranty.

CRAFTMADE/ELLINGTON LIFETIME WARRANTY:

CRAFTMADE/ELLINGTON warrants this fan to the original household purchaser for indoor use under the following provisions:

1-YEAR WARRANTY: CRAFTMADE/ELLINGTON will replace or repair any fan which has faulty performance due to a defect in material or workmanship. Contact Craftmade/Ellington Customer Service at **1-800-486-4892** to arrange for return of fan. Return fan, shipping prepaid, to Craftmade/Ellington. We will repair or ship you a replacement fan, and we will pay the return shipping cost.

5-YEAR WARRANTY: CRAFTMADE/ELLINGTON will repair or replace at no charge to the original purchaser any fan motor that fails to operate satisfactorily when failure results from normal use.

RETURN FAN MOTOR ONLY, shipping prepaid, to Craftmade/Ellington. We will repair or ship purchaser a replacement motor and Craftmade/Ellington will pay the return shipping cost.

6-YEAR to LIFETIME LIMITED WARRANTY:

CRAFTMADE/ELLINGTON will repair the fan, at no charge for labor only to the original purchaser, if the fan motor fails to operate satisfactorily when failure results from normal use. Parts used in the repair will be billed to the purchaser at prevailing prices at time of repair.

The purchaser shall be responsible for all costs incurred in the removal, reinstallation and shipping of the product for repairs.

This warranty does not apply when damage from mechanical, physical, electrical or water abuse results in causing the malfunction. Deterioration of finishes or other parts due to time or exposure to salt air is specifically exempted under this warranty.

Neither Craftmade/Ellington nor the manufacturer will assume any liability resulting from improper installation or use of this product. In no case shall the company be liable for any consequential damages for breach of this, or any other warranty expressed or implied whatsoever. This limitation as to consequential damages shall not apply in states where prohibited.

Parts Replacement.

For parts and information, please refer to "Parts Inventory" on page 2.

Ellington Customer Support:

1-800-486-4892

www.ellingtonfans.com

ELLINGTON
CEILING FANS **by Craftmade**