

**\*\*\*READ & SAVE THESE INSTRUCTIONS\*\*\***  
**ACCESS LIGHTING**  
**MODEL 31010**  
**INSTALLATION & OPERATION INSTRUCTIONS**

**1. TOOLS AND MATERIALS REQUIRED**

- ❖ STAR SCREW DRIVER
- ❖ ADJUSTABLE WRENCH
- ❖ WIRE CUTTERS
- ❖ WIRING SUPPLIES AS REQUIRED BY ELECTRICAL CODE

**Attention:**

*Before assembling your lighting fixture, please read the following instructions. If you feel you do not have sufficient electrical experience, refer to a do-it-yourself wiring handbook or have your fixture installed by a qualified licensed electrician.*

**2. GENERAL**

1. To ensure the success of the installation, be sure to read these instructions and review the diagrams thoroughly before beginning.
2. All electrical connections must be in accordance with local codes, ordinances, or the National Electrical Code. If you are unfamiliar with methods of installing electrical wiring, secure the services of a qualified licensed electrician.
3. These fixtures are intended for mounting to a standard 4" x 2 1/4" deep metal octagon outlet box. The box must be directly supported by the building structure and U.L. recognized.
4. Before commencing with the installation, **disconnect the power by turning off the circuit breaker** or by removing the fuse at the fuse box. Turning the power off using the light switch is not sufficient to prevent electrical shock.

**NOTE:**

*The important safeguards and instructions appearing 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 that cannot be built into any product. The person(s) caring for and operating the fixture must supply these factors.*

**3. UNPACKING THE FIXTURE**

On checking the contents of the box you will find:

- ❖ Crossbar
- ❖ Mounting Hardware
- ❖ Back Plate
- ❖ Canopy with Fixture Assembly
- ❖ 1 x Glass Shade
- ❖ 2 x Flat Glass
- ❖ 2 x Glass Holders
- ❖ 1 x 24W T-5 HO Fluorescent (Bi-Pin Base)

**4. PREPARE THE FIXTURE**

***Refer to attached illustration of fixture parts and assembly***

1. If you are replacing an existing fixture, disconnect and remove the old fixture. Expose the supply wiring from the outlet box.
2. Screw the supplied nipple into the center of the **crossbar**, and lock into place with **hexagon lock nut**.
3. Secure **crossbar** to the junction box using the two **supplied mounting screws (1)** ensuring that the 1-inch threaded rod is facing outwards.
4. Feed the supply wires through the center hole in the **fixture back plate**.
5. Mount the **fixture back plate** by inserting the nipple into the hole in the center of the **square plate & the fixture back plate** and secure with the supplied **hexagon lock nut (2)**. For additional support, secure the fixture back plate with **Screws (3)**.
6. Connect the **black wire** from the fixture to the **black supply wire** and the **white fixture wire** to the **white supply wire**, fasten securely with supplied **wire nuts (4)** and secure **wire nuts (4)** with UL listed electrical tape (not supplied).
7. Connect the **Green ground wire** from the fixture to the electrical supply **ground wire**, or attach the ground wire directly to the ground screw on the **Crossbar**.
8. Fit the **canopy with fixture assembly**, over the **fixture back plate** and secure with the **supplied screws (5)**, after aligning the holes on each side of the **fixture back plate** with those on the **canopy with fixture assembly**.
9. Insert the bulb supplied **1 x 24W T-5 HO Fluorescent (Bi-Pin Base)**

**DO NOT EXCEED WATTAGE SPECIFIED ON WARNING LABEL**

10. Place the top **flat glass (7)** onto the base of the top glass holder by allowing the screw to pass through the center of the **flat glass (7)**.
11. Fit the bottom of the **glass shade (8)** into the rivet in the bottom holder.
12. Position the **top holder (9)** so that the **glass shade (8)** fits into the rivet of the **top holder (9)** and secure the **top holder (9)** with the **brass nut (10)**.
13. Restore electricity and check the operation of your new lighting fixture.

**CAUTION:**

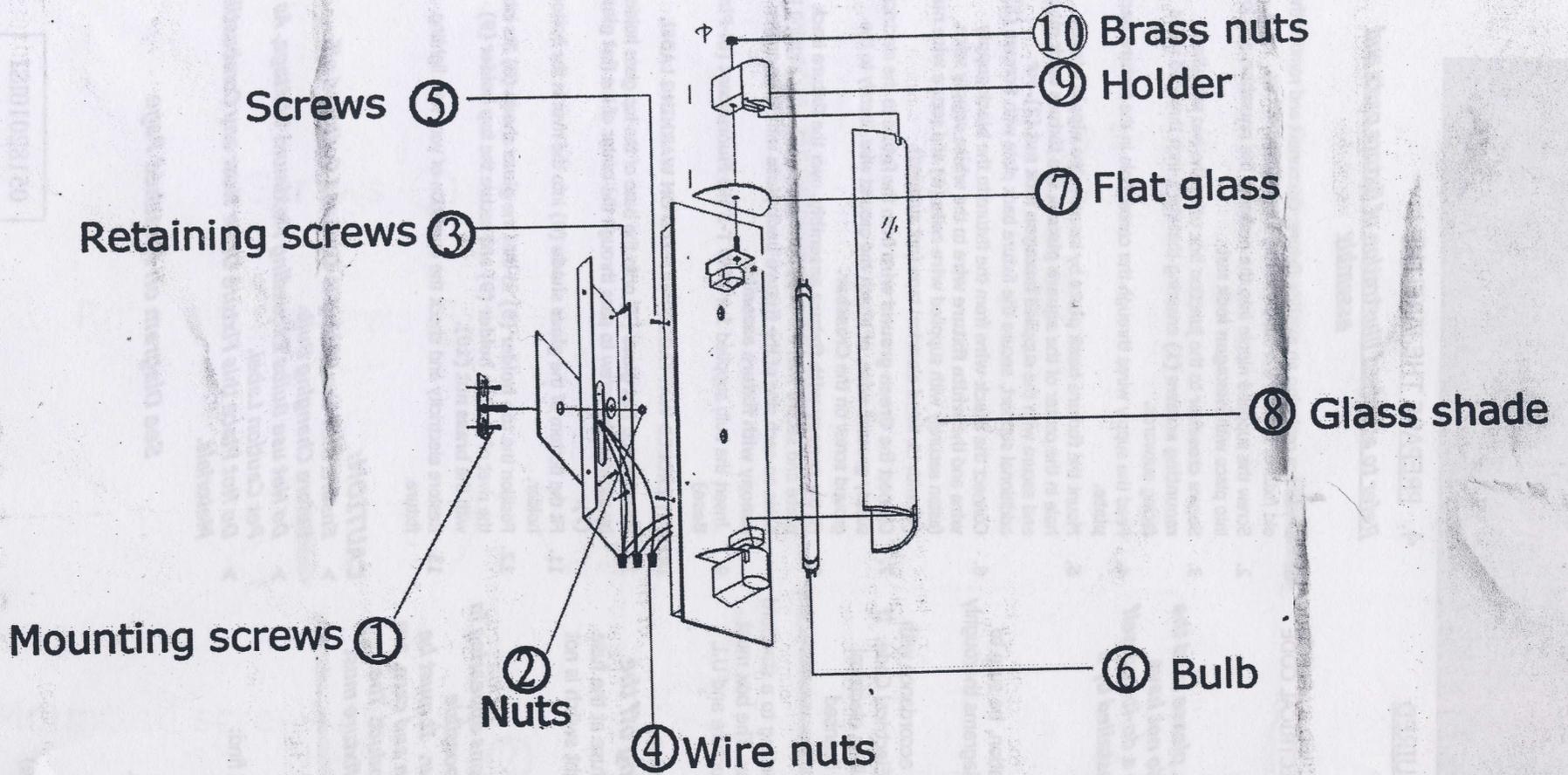
- **Ensure that the Fitting is Cool and Switched off, Before Changing Bulb.**
- **Do Not use Bulbs Exceeding Maximum Wattage, As Per Caution Label.**
- **Do Not Place this Fixture On or Near any Combustible Materials.**

**See Diagram on Attached Page**

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**LIGHTING**



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