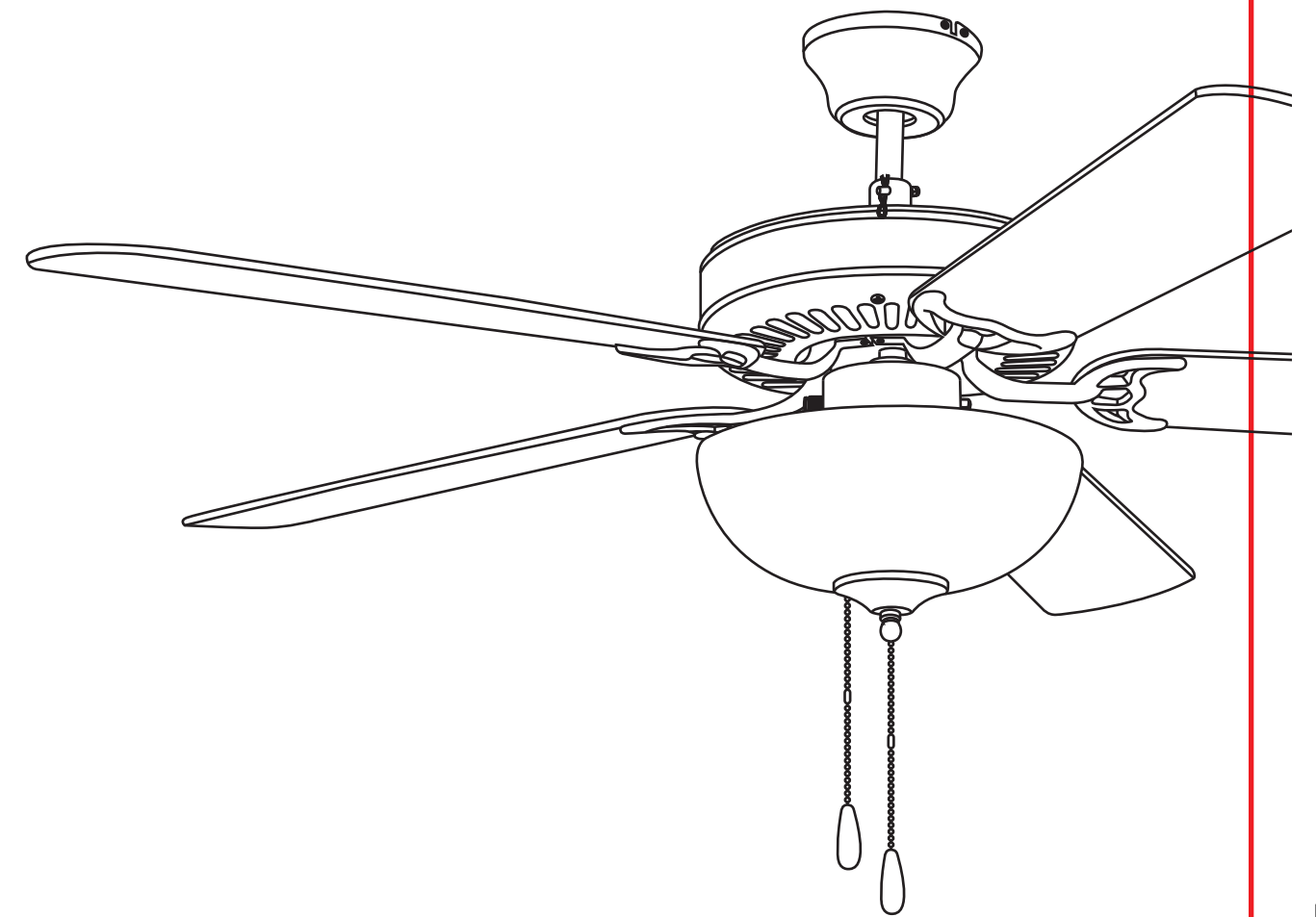




Kichler Basics™ 403

A Kichler® Select™ ceiling fan

KICHLER
LIGHTING 

Kichler® Lighting
7711 East Pleasant Valley Road
P.O. Box 318010
Cleveland, Ohio 44131-8010

Customer Service
866.558.5706
8:30 AM to 5:00 PM EST,
Monday - Friday

Instruction Manual

KICHLER
LIGHTING 

1. SAFETY RULES

1. To reduce the risk of electric shock, insure electricity has been turned off at the circuit breaker or fuse box before beginning.
2. All wiring must be in accordance with the National Electrical Code and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. **WARNING:** Suitable for use with solid-state speed controls.
4. **WARNING:** To reduce the risk of personal injury, use only the two steel screws (and lock washers) provided with the outlet box for mounting to 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.
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.
11. After marking electrical connections, spliced conductors should be turned upward and pushed carefully up into outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box.
12. Electrical diagrams are reference only. Light kits that are not packed with the fan must be CUL Listed and marked suitable for use with the model fan you are installing. Switches must be CUL General Use Switches. Refer to the Instructions packaged with the light kits and switches for proper assembly.

WARNING

TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT FAN TO OUTLET BOX MARKED "ACCEPTABLE FOR FAN SUPPORT".

5. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 50 pounds. Use only CUL Listed outlet boxes marked "FOR FAN SUPPORT".
6. The fan must be mounted with a minimum of 7 feet clearance from the trailing edge of the blades to the floor.
7. Do not operate reversing switch while fan blades are in motion. Fan must be turned off and blades stopped before reversing blade direction.
8. Avoid placing objects in the path of the blades.
9. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.

WARNING

TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE BRACKETS (ALSO REFERRED TO AS FLANGES) DURING ASSEMBLY OR AFTER INSTALLATION. DO NOT INSERT OBJECTS IN THE PATH OF THE BLADES.

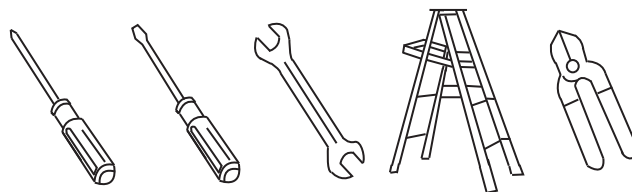
Special Notice

This appliance is equipped with a "Wattage Limiting Device" required by the United States Department of Energy. The device has been installed at the factory and can not be removed.

Installing Lamps in excess of 190 total watts will disable the unit's light fixture. If this should happen, you will need to reset the lighting fixture by turning the power off to the ceiling fan and/or light fixture, reinstalling lamps totaling less than 190 watts and then turning the power back on.

2. TOOLS AND MATERIALS REQUIRED

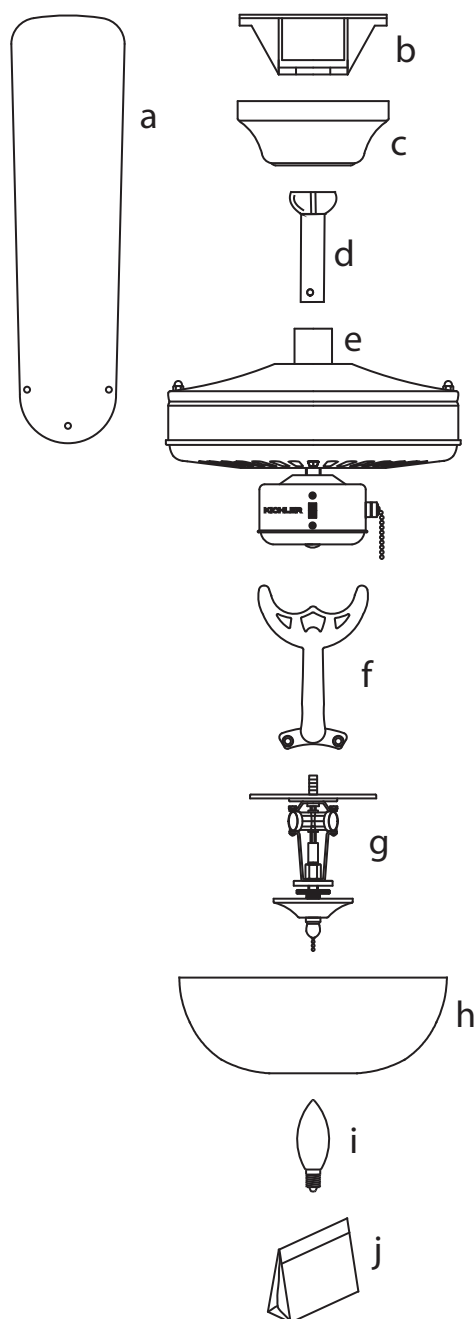
- Philips screw driver
- Blade screw driver
- 11 mm wrench
- Step ladder
- Wire cutters



3. PACKAGE CONTENTS

Unpack your fan and check the contents. You should have the following items:

- a. Fan blades (5)
- b. Ceiling mounting bracket
- c. Canopy
- d. Ball/downrod assembly
- e. Fan motor assembly
- f. Set of 5 blade brackets and Pre-Installed mounting screws
- g. Light kit
- h. Glass shade
- i. 60W candelabra bulbs (3)
- j. Part bag contents
 - 1) Mounting hardware :
wood screws (2), flat washers (2), star washers (2), wire nuts (3), screws (2)
 - 2) Blade attachment hardware:
screws (17), fiber washers (17)
 - 3) Blade brackets hardware:
screws (2)
 - 4) Pull chains and fobs (2)
 - 5) Balance Kit



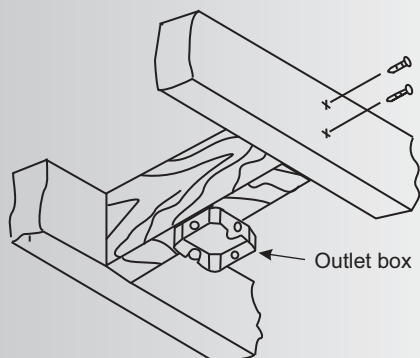


Fig. 1

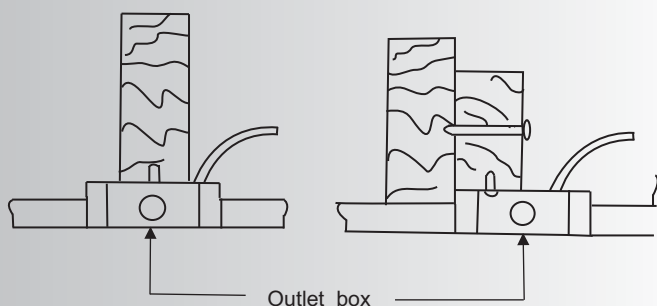


Fig. 2

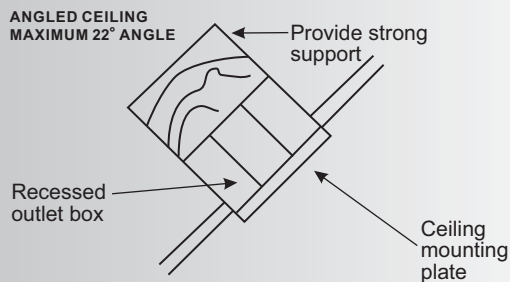


Fig. 3

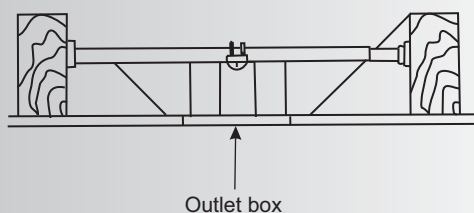


Fig. 4

4. MOUNTING OPTIONS

If there isn't an existing UL (cUL for Canadian Installation) listed mounting box, then read the following instructions. Disconnect the power by removing fuses or turning off circuit breakers.

Secure the outlet box directly to the building structure. Use appropriate fasteners and building materials. The outlet box and its support must be able to fully support the moving weight of the fan (at least 50 lbs). Do not use plastic outlet boxes.

Figures 1, 2 and 3 are examples of different ways to mount the outlet box.

NOTE: If you are installing the ceiling fan on a sloped (vaulted) ceiling, you may need a longer downrod to maintain proper clearance between the tip of the blade and the ceiling. A minimum clearance of 12" is suggested for optimal operation.

NOTE: Depending on the location you have selected for installation, you may need to purchase and install a "Joist Hanger" for the support of the outlet box. Make sure the joist hanger you purchase has been designed for use with ceiling fans. (Fig. 4)

5. HANGING THE FAN

REMEMBER to turn off the power. Follow the steps below to hang your fan properly.

NOTE: This ceiling fan is supplied with two types of hanging assemblies; the standard ceiling installation using the downrod with ball and socket mounting and the "close-to-ceiling" installation. The "close-to-ceiling" installation is recommended in rooms with less than 8-foot ceilings or in areas where additional space is desired from the floor to the fan blades.

STANDARD CEILING INSTALLATION

Step 1. Pass the 120-volt supply wires through the center hole in the ceiling hanger bracket as shown in Fig. 5.

Step 2. Secure the hanger bracket to the ceiling outlet box with the screws and washers provided with your outlet box.

Step 3. Remove the hitch pin, lock pin and set screws from the top of the motor assembly.

Step 4. Route wires exiting from the top of the fan motor through the canopy and then through the ball/downrod. (Fig. 6)

Step 5. Align the holes at the bottom of the downrod with the holes in the collar on top of the motor housing (Fig.6). Carefully insert the hitch pin through the holes in the collar and downrod. Be careful not to jam the pin against the wiring inside the downrod. Insert the locking pin through the hole near the end of the hitch pin until it snaps into its locked position, as noted in the circle inset of Fig. 6.

Step 6. Tighten two set screws on top of the fan motor firmly. (Fig. 6)

Step 7. Place the downrod ball into the hanger bracket socket. (Fig. 7)

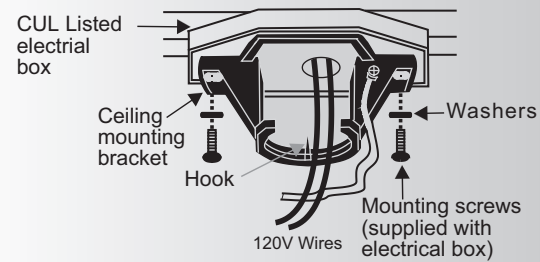


Fig. 5

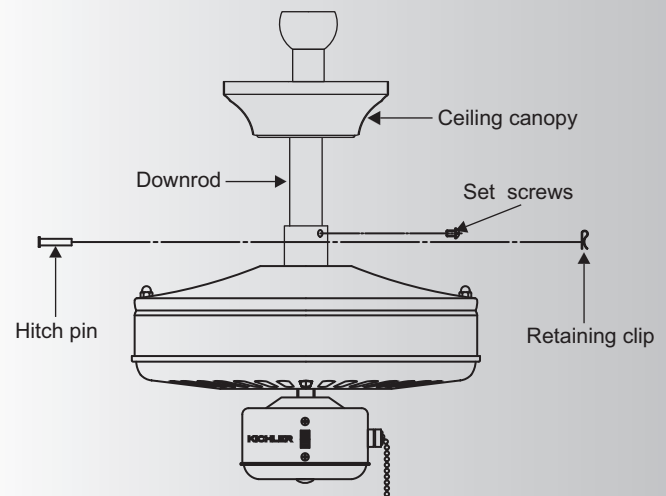


Fig. 6

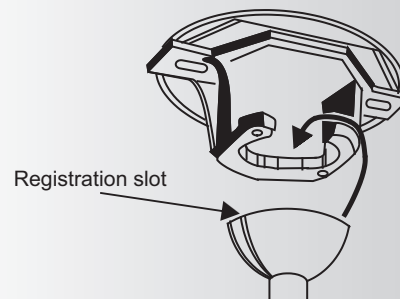
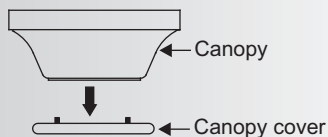
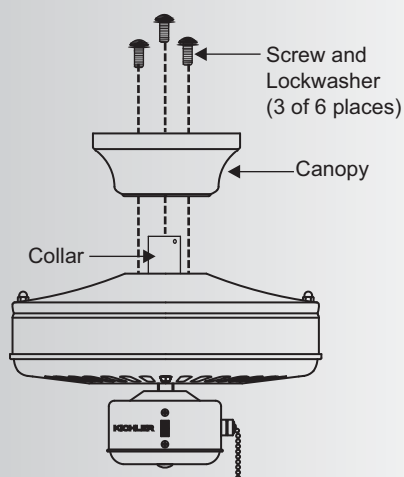
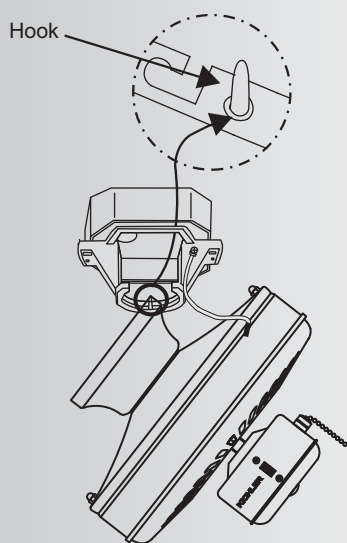


Fig. 7

**Fig. 8****Fig. 9****Fig. 10**

CLOSE-TO-CEILING INSTALLATION

Step 1. Pass the 120-volt supply wires through the center hole in the ceiling hanger bracket as shown in Fig. 5.

Step 2. Remove the decorative canopy cover from the canopy by turning canopy cover counterclockwise. (Fig. 8)

Step 3. Secure the hanger bracket to the ceiling outlet box with the screws and washers provided with your outlet box.

Step 4. Remove three of the six screws and lock washers (every other one) from the collar of top motor. (Fig. 9)

Step 5. Place the ceiling canopy over the collar at the top of the motor. Align the mounting holes with the holes in the motor and fasten using the screws and lock washers provided. (Fig. 9)

Step 6. Tighten the mounting screws securely. (Fig. 9)

WARNING: Failure to completely tighten the three screws in step 5 could result in fan loosening and possibly falling.

Step 7. Hang the fan on the hook of the hanger bracket. Be certain that the canopy is fully locked into hook as shown in Fig. 10. This will allow you to make the electrical connections.

6. ELECTRIC CONNECTIONS

WARNING: To avoid possible electrical shock, be sure you have turned off the power at the main circuit panel.

Follow the steps below to connect the fan to your household wiring. Use the wire connecting nuts supplied with your fan. Secure the connectors with electrical tape. Make sure there are no loose wire strands or connections.

Step 1. Connect the fan supply (black) wire and light supply (blue) wire to the black household supply wire as shown in Figure 11.

Step 2. Connect the neutral fan (white) wire to the neutral household (white) wire.

Step 3. Connect the fan ground wire (green) to the household ground wire.

Step 4. After connecting the wires, spread them apart so that the green and white wires are on one side of the outlet box and the black and blue wires are on the other side.

Step 5. Turn the connecting nuts upward and push the wiring into the outlet box.

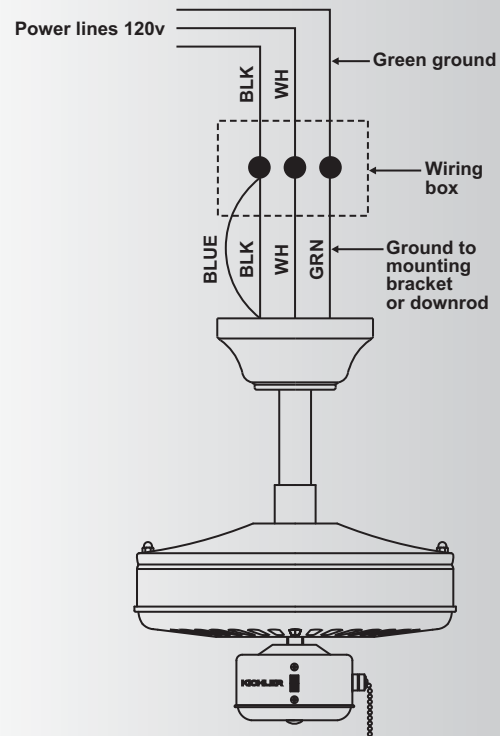


Fig. 11

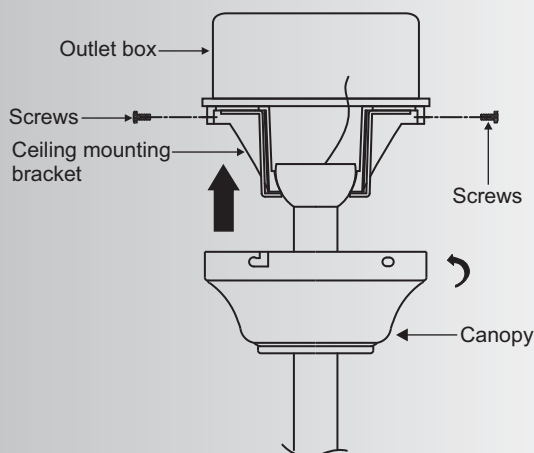


Fig. 12

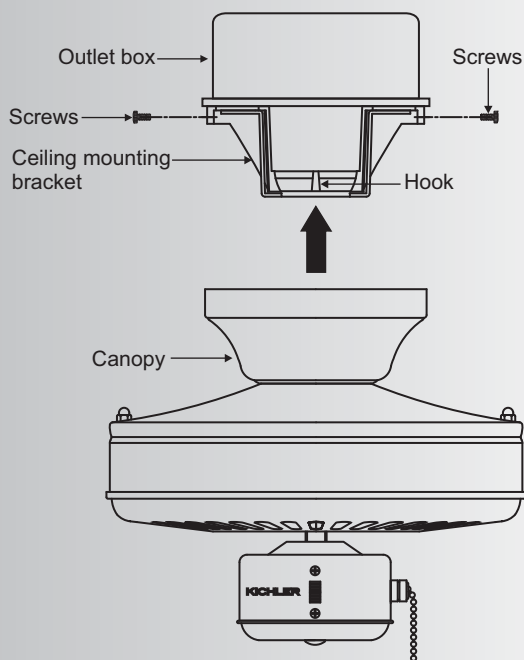


Fig. 13

7. FINISHING THE INSTALLATION

STANDARD CEILING INSTALLATION

Step 1. Tuck all the connections neatly into the ceiling outlet box.

Step 2. Slide the canopy up to ceiling and attach the canopy to the ceiling mounting bracket using 4 screws at the top edge of the mounting bracket. Insert each screw through the canopy mounting hole and into the mounting bracket. Tighten all screws securely. (Fig. 12)

CLOSE-TO-CEILING INSTALLATION

Step 1. Tuck all the wire connections neatly above the receiver and into the ceiling outlet box.

Step 2. Remove the fan from the hook on the ceiling mounting bracket. Attach the fan assembly to the ceiling mounting bracket using 4 screws at the top edge of the mounting bracket.

Align the keyhole slots on the canopy with the mounting screw heads on the sides of the mounting bracket. Lift up and turn the fan assembly until the heads of the mounting screws are in the narrow end of the keyhole slots.

Step 3. Make sure all four mounting screws are tight. (Fig. 13)

8. ATTACHING THE FAN BLADES

CAUTION: Remove the five rubber shipping blocks attached to the face of the motor. These blocks keep the motor from shifting during shipping and **MUST** be removed during installation.

Step 1. Attach the blade to the blade bracket using the screws and fiber washers as shown in Figure 14. Start screw into bracket. Repeat for the two remaining screws.

Step 2. Make sure the blade is straight and tighten each screw.

Step 3. Fasten blade assembly to motor using "Pre-Installed" mounting screws in the blade bracket.

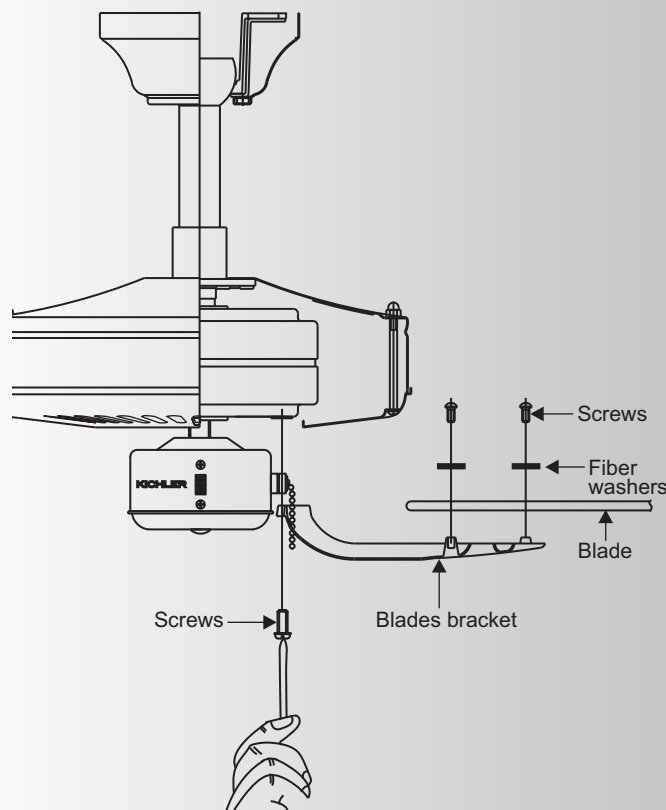


Fig. 14

9. INSTALLING THE LIGHT KIT

NOTE: Before starting installation, disconnect the power by turning off the circuit breaker or removing the fuse at fuse box. Turning power off using the fan switch is not sufficient to prevent electric shock.

1. Remove the plastic plug from the switch housing cover, attach the light kit to the switch housing cover by feeding the light kit wires (black and white) through the hole of switch housing cover and then screw it onto the switch housing cover by nut & lock washer provided. Be sure it is tight enough to prevent light kit from vibrating loose. (Fig. 15)

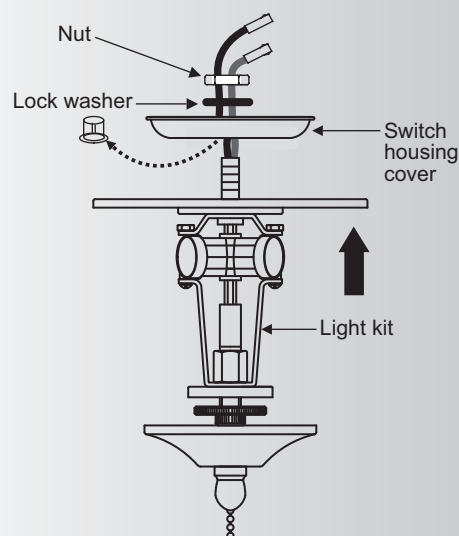


Fig. 15

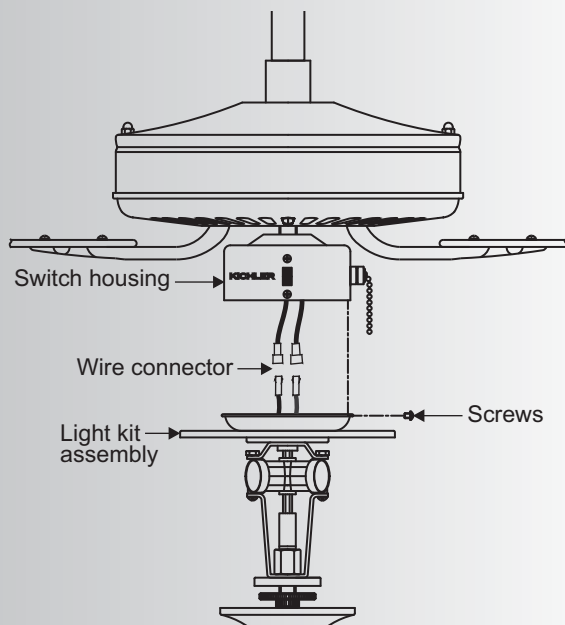


Fig. 16

2. While holding the light kit assembly under your fan, Make the polarized plug connections: (Fig 16)

- White to white
- Blue to black

3. Carefully push all wires back into the switch housing, then install the light kit assembly onto the switch housing with the screws provided. Be sure to tighten all screws. (Fig 16)

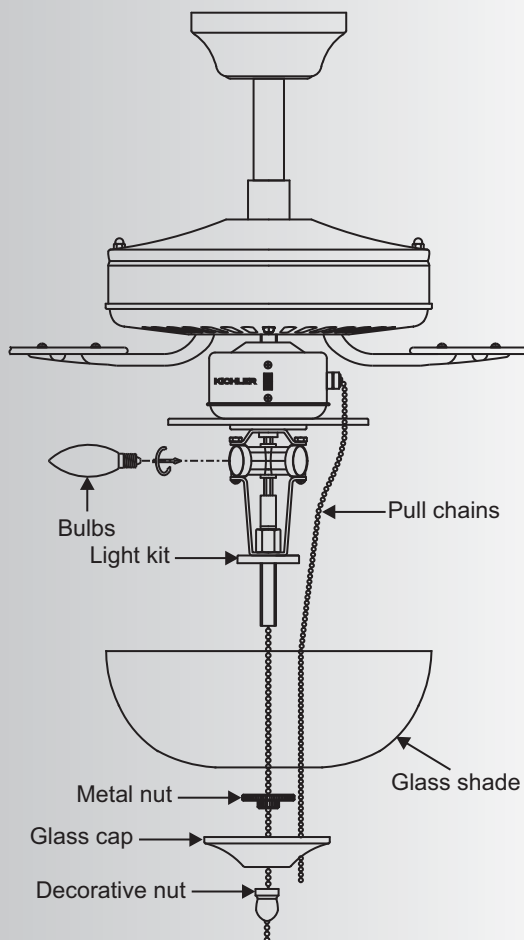


Fig. 17

10. ATTACHING THE LIGHT BULBS AND GLASS SHADE

1. Install 3 x 60w candelabra bulbs (included). (Fig. 17)

2. Remove the metal nut, glass cap and decorative nut from the light kit. Place glass shade over the light kit stem, secure with the metal nut (rubber side on the top), glass cap and decorative nut. Do not overtighten. (Fig. 17)

3. Insert the pull chains through the eyelet in the shade and cap. Secure the glass cap and decorative nut provided. Do not overtighten. (Fig. 17)

4 Restore power and your light kit is ready for operation.

Note: Make sure to leave enough space between the fan pull chain and the bulbs so the chain doesn't rub against any of the bulbs.

11. OPERATING INSTRUCTIONS

Turn the power on and check the operation of your ceiling fan.

The "center" pull chain turns the light fixture On and Off.

The "outside" pull chain controls the 3 speeds of your ceiling fan.

1 pull = High, 2 pulls = Medium, 3 pulls = Low and the 4th pull turns the motor off.

The Black Slide Switch on the side of the switch housing controls the direction of the blades "Forward and Reverse".

Warm weather - Forward (counter clockwise)
A downward airflow creates a cooling effect as shown in Fig. 18. This allows you to set your air conditioner on a warmer setting without affecting your comfort.

Cool weather - Reverse (clockwise) An upward airflow moves warm air off the ceiling area as shown in Fig. 19. This allows you to set your heating unit on a cooler setting without affecting your comfort.

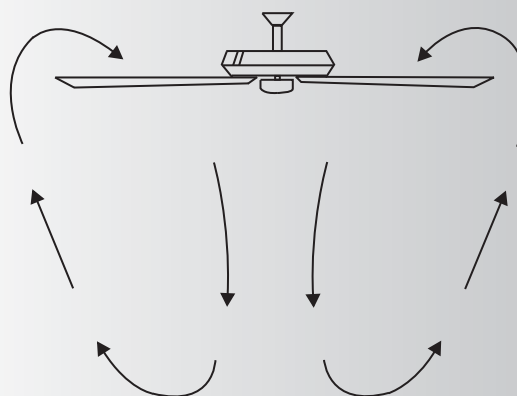


Fig. 18

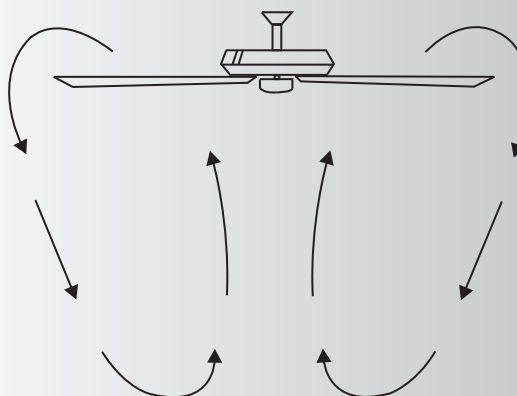


Fig. 19

12. TROUBLESHOOTING

Problem Solution

- Fan will not start.
1. Check circuit fuses or breakers
 2. Check all electrical connections to insure proper contact. **CAUTION:** Make sure the main power is **OFF** when checking any electrical connection.
- Fan sounds noisy.
1. Make sure all motor housing screws are snug.
 2. Make sure the screws that attach the fan blade brackets to the motor are tight.
 3. Make sure wire nut connections are not rubbing against each other or the interior wall of the switch housing.
CAUTION: Make sure main power is off.
 4. Allow a 24-hour "breaking-in" period. Most noise associated with a new fan disappear during this time.
 5. If using an optional light kit, make sure the screws securing the glassware are tight. Check that the light bulb is also secure.
 6. Some fan motors are sensitive to signals from solid-state variable speed controls. If you have installed this type of control, choose and install another type of control.
 7. Make sure the upper canopy is a short distance from the ceiling. It should not touch the ceiling.
- Fan wobble.
1. Check that all blade and blade arm screws are secure.
 2. Most fan wobbling problems are caused when blade levels are unequal. Check this level by selecting a point on the ceiling above the tip of one of the blades. Measure this distance. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. The distance deviation should be equal within 1/8".
 3. Use the enclosed Blade Balancing Kit if the blade wobble is still noticeable.
 4. If the blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.
WARNING: TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE ARM WHILE INSTALLING, BALANCING THE BLADES, OR CLEANING THE FAN. DO NOT INSERT FOREIGN OBJECTS BETWEEN ROTATING FAN BLADES.

13. SPECIFICATIONS

Fan Size	Speed	Volts	Amps	Watts	RPM	CFM	CFM/W	N.W.	G.W.	C.F.
52"	High	120	0.49	58.80	166	4331.14	73.66	16.68 kgs	19.18 kgs	2.18'
	Medium	120	0.38	34.00	123	3101.33	91.22			
	Low	120	0.22	11.30	65	1481.53	131.11			

These are approximate measurements. They do not include data for any lamps or fixtures attached to the ceiling fan.