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# INSTALLATION INSTRUCTIONS

#### I. SAFETY PRECAUTIONS

- A. READ ALL INSTRUCTIONS AND SAFETY INFORMATION CAREFULLY BEFORE ASSEMBLING AND INSTALLING THE COUPLER. SAVE THESE INSTRUCTIONS.
- **B. A DANGER: HIGH VOLTAGE!** Household electrical power can cause serious injury or death.
- Disconnect source of electrical power to the ceiling fan by removing fuse or switching off circuit breaker.

## **II. PREPARATION**

A. A If attaching new downrod to downrod on existing ceiling fan, disconnect source of electrical power to the ceiling fan by removing fuse or switching off circuit breaker. (See Fig. 1.)

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

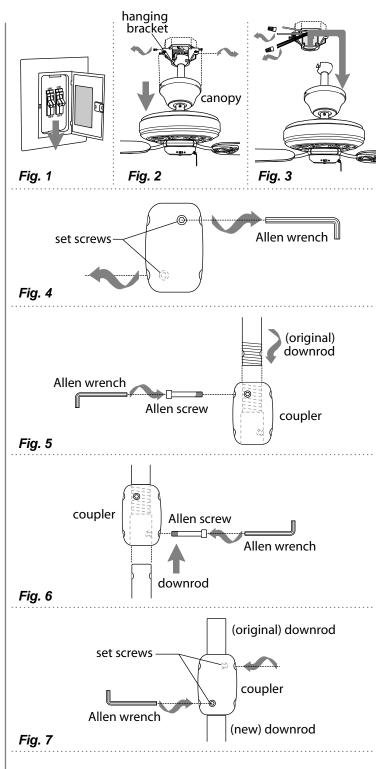
- **B.** Lower canopy from the hanging bracket. (*See Fig. 2 for example.*)
- **C.** Disconnect existing wiring between ceiling fan and supply at outlet box. Remove hanging ball from hanging bracket and lower ceiling fan. (*See Fig. 3 for example.*)
- **D.** Remove original downrod from top of motor housing. Pull all wires through original downrod so downrod is free of all wiring.

## **III. COUPLER ASSEMBLY**

- **A.** Loosen set screws on coupler. (*See Fig. 4.*) **IMPORTANT**: *Set screws (on coupler) must be loosened to prevent scratching downrod(s).*
- **B.** Take threaded end of original downrod and thread into coupler until holes in downrod align with holes in coupler. Locate the bigger of the two holes at that end of the coupler and then insert one of the Allen screws provided into the bigger (**non**-threaded) hole. Push Allen screw through coupler into <u>threaded</u> hole on the opposite side and tighten completely. (See Fig. 5.)
- **C.** Insert non-threaded end of new downrod into other end of coupler by twisting and turning until holes in downrod and coupler align. Insert the other Allen screw provided through the bigger (**non**-threaded) hole and then push Allen screw through to <u>threaded</u> hole on the opposite side. Tighten Allen screw completely. (See Fig. 6.)
- **D.** Now, tighten both set screws on the coupler securely (*See Fig. 7.*)

**WARNING**: Failure to tighten set screws (on coupler) completely could result in the fan becoming loose and possibly falling.

- **E.**Thread safety cable and electrical wires through, starting at the threaded end of the new downrod and pull extra wire slack from the upper end of the original downrod.
- **F.** Raise ceiling fan to hanging bracket and re-install the canopy. Tighten all applicable screws securely.



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