

Surtime ceiling fan Installation Instructions



Safety Precautions

The information contained in the following pages has been prepared to ensure your maximum enjoyment of your fan

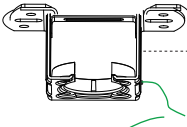
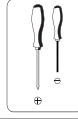
Please remove the fuse or turn off the circuit breaker to cut off the power before installing the fan. Ensure all electrical connections are in compliance with local laws, regulations and national electrical codes. If you are not familiar with electrical installation and wiring, please hire a qualified electrician or consult the wiring manual.

1. For your safety, all electrical connections and disconnections should be performed by a qualified electrician.
2. Any action performed for the electrical connection of the device must be carried out after ensuring that the general power supply is disconnected, by removing the corresponding fuse or disarming the protective switch in order to ensure total isolation of the power supply.
3. When deciding where to mount the fan, be sure that there is at least 30 inches (76 cm) of space between the fan and any wall or other obstruction that the fan blades could collide with. The greater this distance, the more effective the air flow produced. After the fan is mounted, be sure that the blades are no less than 7ft (2.1 m) above the ground.
4. The anchor point for the fan must be able to support a weight of at least 100 pounds (45 kg). If mounting on a ceiling junction box, be sure that the fan is adequately supported to prevent loosening or turning.
5. The fan's electrical connection must be "grounded" (the fan's ground cable connected to the installation's grounding network) in order to avoid any branching that may be dangerous to people.
6. Do not connect the fan's power supply to any dimmers, potentiometers, or light switches, as it will cause the fan to malfunction and/or will damage the motor. The fan must be directly connected to a properly protected installation circuit (magnetothermal differential switch with the adequate size for the fan's consumption and technical specifications). Only use the fan's control to turn it on or stop it.
7. It is recommended to not use these types of fans along with gas installations simultaneously in the same room.
8. The fan must not be moving and must have come to a complete stop before changing its direction of rotation. This will prevent damage to its motor and to the control unit, when applicable.
9. Do not insert anything that could hit the fan's blades into its pathway while it is moving, as this could cause damage to people, can damage the blades, and can offset the balance of the unit, causing vibrations and wobbling.
10. After installing the fan, ensure that all fastenings are secure and tightened in order to avoid any noise caused by loose elements.
11. Due to the fan's movement, certain fastenings may become loose. Check all fastenings twice per year at a minimum in order to ensure that they are sufficiently tight. If necessary, they must be retightened.
12. The motor housing can be cleaned with a soft brush or a lint-free cloth to avoid scratching the surface. Clean the blades with a lint-free cloth. Important: Turn off the main power supply before starting any maintenance. Do not clean the fans with water or a damp cloth.

Note: The important warnings and instructions indicated in this manual are not guaranteed to cover all possible conditions and situations that may occur. It must be understood that common sense, precaution, and care are factors that cannot be included in all products. These factors can and must only be provided by the user who maintains and enjoys this fan.

Package Contents

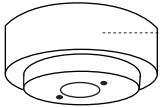
Tools
Needed



1. Bracket



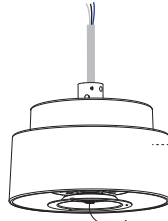
2. Down rod



3. Canopy



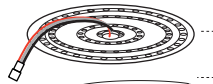
4. Yoke cover



5. Body/motor



6. Light kit



7. Light source

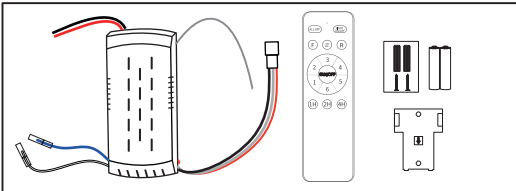


8. Light cover

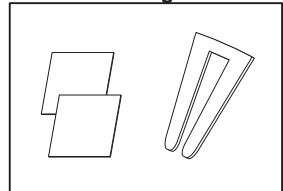


9. Blades

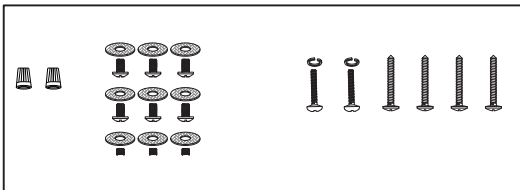
Remote control unit



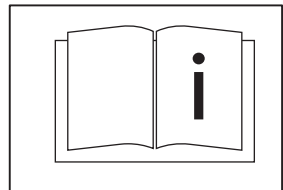
Blade balancing kit



Installation kit

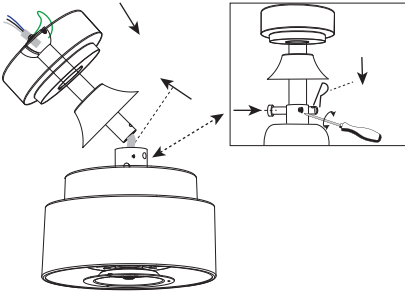


Instructions manual

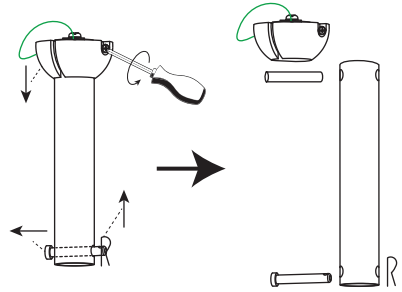


Step 1(Basic assembly of the fan)

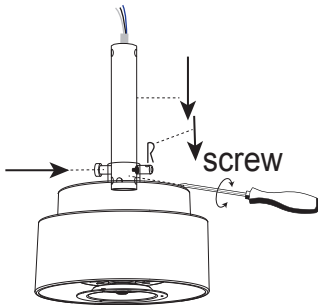
① If you do not change the downrod, Please follow this step to install.



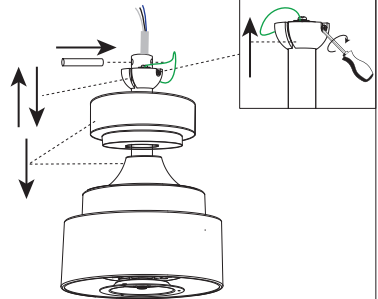
② If you replace the down rod of other specifications, Please follow the following three steps to install:
1. Decompose Drown rod



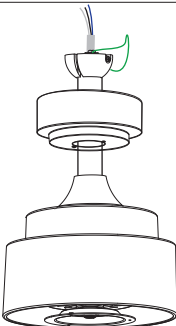
③ 2. Pass the cable through the down rod and lock the down rod.



④ 3. Install the yoke cover and canopy. Then insert the fixing pin, push the Hanging ball up, and fix it with screws.

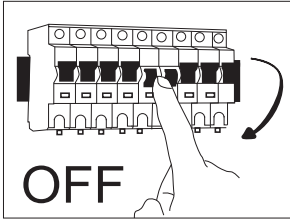


⑤ OK

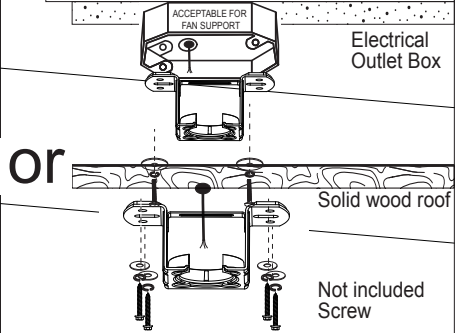


Step 2 (Ceiling bracket installation and fan into the installed Bracket)

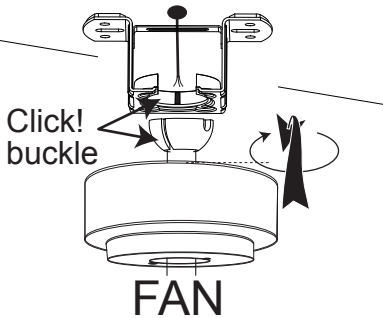
- ① Turn off the fan power supply at the circuit breaker box and the wall switch.



- ② Can be installed on $<15^\circ$ sloped roof. Choose the following installation methods according to the actual situation of the roof.

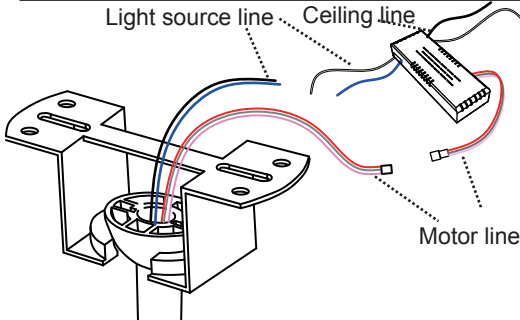


- ③ Snap the basically assembled fan into the installed Bracket.

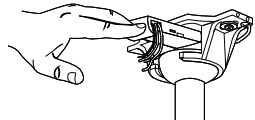


Step 3 (Receiver installation and wiring)

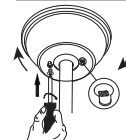
- ① Connect the wires according to the polarity (the color of the House power cord may be different if the color is the same).



- ② Put the receiver into the Bracket and arrange the wires

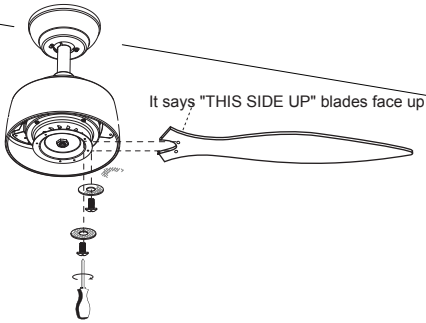


- ③ Adjust the position of Canopy, then lock it

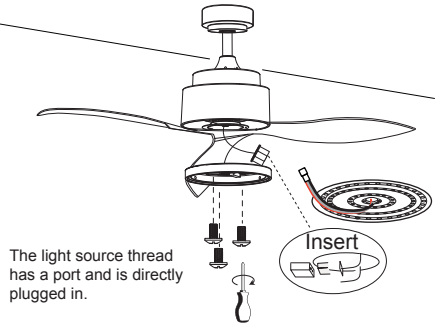


Step 4 (Blades and Light kit installation)

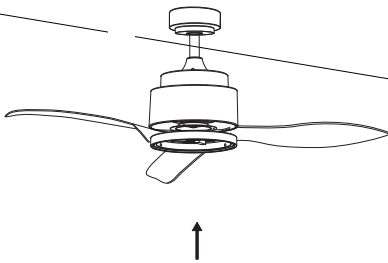
- ① Align the blades with the mounting holes, and then fix them with screws.



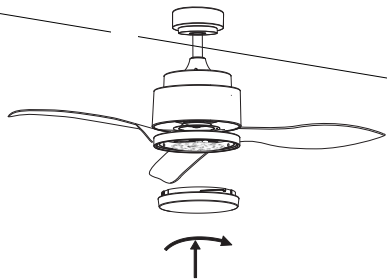
- ② Remove the pre-installed screws. Connect the light kit cable, and then lock the light kit.



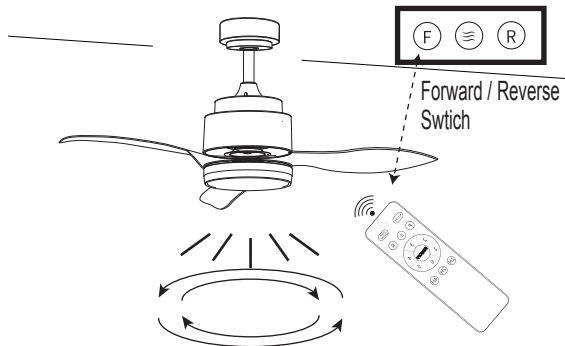
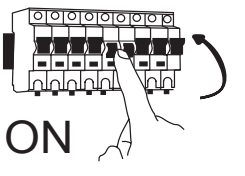
- ③ Install light source



- ④ Installation of light cover



Step 5(Switch on and ceiling fan works)



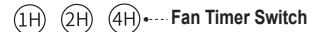
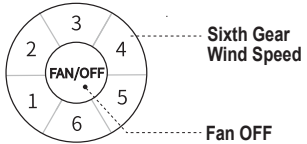
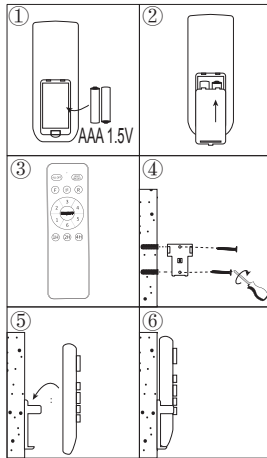
Remote Control (Esmmitter) Operation

If emitter can not control the fan

1. Please check whether the battery is installed correctly and whether it is charged. If necessary, replace the remote control battery.

2. Please check if there are similar remote control products working nearby, because remote control products of the same frequency will interfere with each other.

3. Please press and hold the "MED" and "LOW" buttons at the same time within 5 seconds after the product is powered on, until you hear two beeps to succeed. If it doesn't work, please try again.



After turning on the power, long press 1H and 4H two keys, three seconds later, there will be a "D" sound, that is, the code is successfully paired

TroubleShooting

Fan does not work

1. Check all fuses or circuit breakers if disconnecting the power supply to the fan.
2. Turn off electrical power and check all wire connections to fan and in switch housing. It must be carried out by an electrician

Fan turns but airflow is inadequate

1. The fan may be running in reverse, so air is going upward.
2. The room may contain items that obstruct the air flow.
3. The fan may be too small for size of the room.

Fan is noisy

1. Assure that the screws fastening blade arm to motor are tight and the lock washers provided for that purpose have been used
2. Lower the upper canopy to ensure a separation from the ceiling of no less than 3mm to reduce noisy
3. Check to see if any of the blades are cracked. If so, replace all of the blades
4. If this is the first use, leave the fan on for at least 8 hours. In the event that mechanical noise continues after this period, contact certified electrician

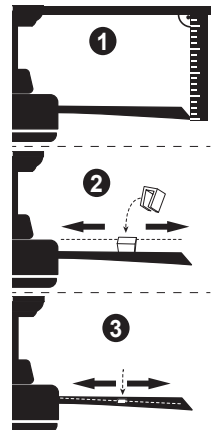
Balancing – Wobbling problems during fan operation

If the fan body wobbles during its operation, this is not a sign of malfunctioning (even if it wobbles a few centimeters). To reduce wobbling, you can turn off the fan, and:

1. Check that all blades are properly fastened by tightening their screws.
2. Check the distance between each blade and the ceiling. Measurements to the ceiling can be carried out as shown in the following diagram. If variations exist and you have already correctly tightened the screws, check that all blades have the same shape. If any of them have a shape that is visibly different, this may be causing an imbalance during fan operation.

If you have completed the previous steps and the wobbling has not resolved, you should apply dynamic balancing with the kit provided, as explained below:

1. Turn the fan on to the highest speed so that the greatest amount of wobbling is produced.
2. Turn off the fan. Select a blade and place a clip on it (see diagram) halfway between the fastening and the far edge of the blade.
3. Turn on the fan and check whether the wobbling has improved or gotten worse. Turn it off once again and if the wobbling has not improved, place the clip on another blade. Repeat this process and determine on which blade it improves the wobbling.
4. Leave the clip on the blade that produces the best results. Move the clip forward or backwards on this blade until finding the position that offers the best results.
5. Afterwards, remove the clip and place one of the weights on the upper part of the center line of the blade at the position where the clip was located.



Warranty

Dear Customer:

This product from the date of purchase, free warranty 1 year. If the product has been misused, damaged by accident or in any other way of improper use, this warranty becomes void. If you have any problem in using the product, please feel free to contact us, after-sales email address is: surtime1688@163.com

Your satisfaction is our purpose of service.

Customer questions & answers

Q:What if the lampshade breaks?

A:Dear, please contact us immediately for free replacement, we will send you again in 5-7 days!

Q:Why does the light go off or flicker?

A:When this happens, it may be that the light source port line is not plugged in tightly or there is a problem with the light source panel. You can first plug in the port again. If not, please contact us!

Q:What if the ceiling fan's lights or fans don't work?

A:If you have these problems, please contact the after-sales mailbox, we will provide you with solutions in time, and Surtime ceiling fan guarantee free return and exchange within 60 days!