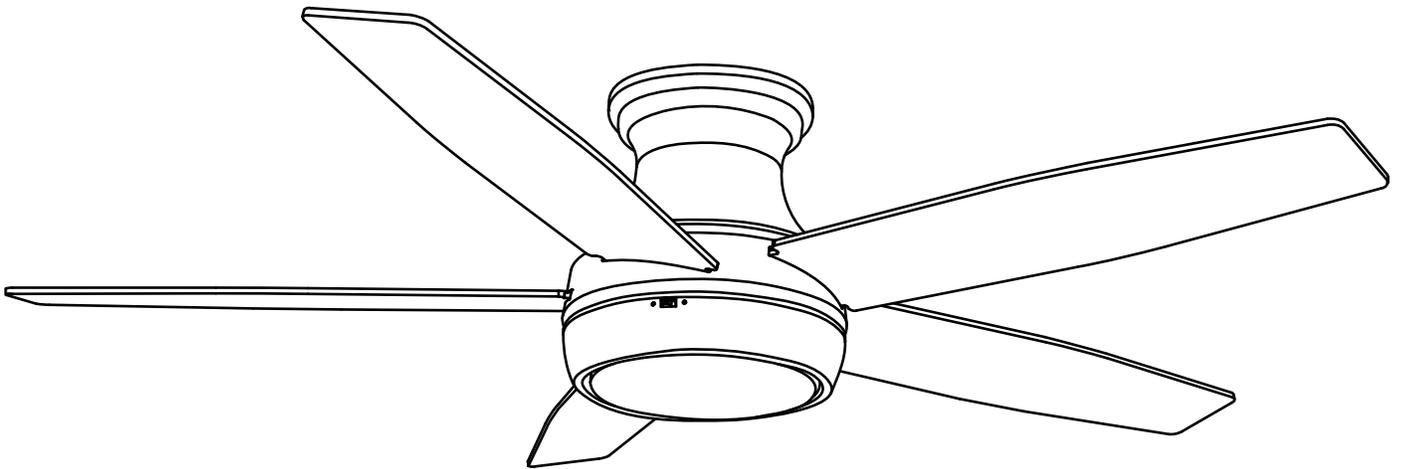


Item #1001 762 071, 1000 000 000
Model #63011R-MW, 63011R-GY

HAMPTON BAY[®]

USE AND CARE GUIDE

PADDINGTON 52 IN. CEILING FAN



Questions, problems, missing parts? Before returning to the store,
call Hampton Bay Customer Service
8 a.m. - 7 p.m., EST, Monday – Friday, 9 a.m. – 6 p.m., EST, Saturday

1-855-HD-HAMPTON

HOMEDEPOT.CA

THANK YOU

We appreciate the trust and confidence you have placed in Hampton Bay through the purchase of this ceiling fan. We strive to continually create quality products designed to enhance your home. Visit us online to see our full line of products available for your home improvement needs. Thank you for choosing Hampton Bay!

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Safety Information

PLEASE READ AND SAVE THESE INSTRUCTIONS.

1. To reduce the risk of electric shock, ensure 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, ANSI/NFPA 70, and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 35 pounds. Use only UL Listed outlet boxes marked "FOR FAN SUPPORT."
4. Do not operate the reversing switch while the fan blades are in motion. The fan must be turned off and blades stopped before reversing blade direction.
5. Avoid placing objects in the path of the blades. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.
6. 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.
7. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into the outlet box. The wire should be spread apart with the grounded conductor and the ungrounded conductor on the other side of the outlet box. Splices after being made should be turned upward and pushed carefully up into the outlet box.



WARNING: Before servicing or cleaning unit, switch power off at service panel, and lock service disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a prominent warning.



WARNING: To reduce the risk of fire, electric shock or personal injury, mount to an outlet box acceptable for fan support of 15.9 kg (35 lbs) or less. Use 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 personal injury, do not bend the blade brackets when installing the brackets, balancing the blades, or cleaning the fan. Do not insert foreign objects in between rotating fan blades.



WARNING: To reduce the risk of fire or electric shock, do not use this fan with any solid-state speed control device.



CAUTION: To reduce the risk of injury to person, the fan must be mounted with a minimum of 7 feet clearance from the trailing edge of the blades to the floor.



WARNING: To reduce the risk of fire or electric shock, this fan should only be used with fan speed control model no. AC8



CAUTION: Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

Warranty

LIMITED WARRANTY

WHAT IS COVERED

The retailer warrants the fan motor to be free from defects in workmanship and material present at time of shipment from the factory for a period of lifetime after the date of purchase by the original purchaser. And the retailer warrants the LED light kit to be free from defects in workmanship and material present at time of shipment from the factory for a period of 3 years after the date of purchase by the original purchaser. The retailer also warrants that all other fan parts, excluding any glass or acrylic blades, to be free from defects in workmanship and material at the time of shipment from the factory for a period of one year after the date of purchase by the original purchaser. We agree to correct such defects without charge or at our option replace with a comparable or superior model if the product is returned to the retailer. To obtain warranty service, you must present a copy of the receipt as proof of purchase. All costs of removing and reinstalling the product are your responsibility. Damage to any part, such as by accident, misuse, improper installation, or by affixing any accessories, is not covered by this warranty. Because of varying climatic conditions this warranty does not cover any changes in brass finish, including rusting, pitting, corroding, tarnishing, or peeling. Brass finishes of this type give their longest useful life when protected from varying weather conditions. A certain amount of "wobble" is normal and should not be considered a defect. Servicing performed by unauthorized persons shall render the warranty invalid. There is no other express warranty. Hampton Bay hereby disclaims any and all warranties, including but not limited to those of merchantability and fitness for a particular purpose to the extent permitted by law. The duration of any implied warranty which cannot be disclaimed is limited to the time period as specified in the express warranty. Some states do not allow a limitation on how long an implied warranty lasts, so the above limitation may not apply to you. The retailer shall not be liable for incidental, consequential, or special damages arising out of or in connection with product use or performance except as may otherwise be accorded by law. Some states do not allow the exclusion of incidental or consequential damages, so the above exclusion or limitation may not apply to you. This warranty gives specific legal rights, and you may also have other rights which vary from state to state. This warranty supersedes all prior warranties. Shipping costs for any return of product as part of a claim on the warranty must be paid by the customer.

Contact the Customer Service Team at 1-855-HD-HAMPTON or visit www.HOMEDEPOT.CA.

Specification

Fan Size	Speed	Volts	Amps	Watts	RPM	CFM	N.W.	G.W.	C.F.
52 in.	Low	120	0.28	15	60	1407	7.65 kg	10.5kg	2.38
	Med	120	0.42	35	105	2646			
	High	120	0.55	65	150	3778			

Pre-installation

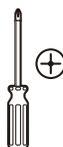
TOOLS REQUIRED



Step Ladder



Safety goggles



Phillips screwdriver



Adjustable wrench



Pliers



Wire cutter



Electrical tape

Pre-installation (continued)

HARDWARE INCLUDED



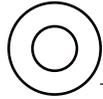
NOTE: Hardware not shown to actual size.



AA



BB



CC



DD

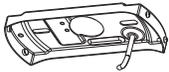
Part	Description	Quantity
AA	Wire Nuts	3
BB	Wood Screws	1

Part	Description	Quantity
CC	Flat Washer	1
DD	Remote Control Holder Mounting Screws	2

PACKAGE CONTENTS



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



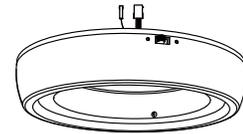
A



B



C



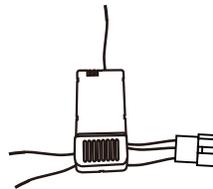
D



E



F



G



H



I



J

Part	Description	Quantity
A	Mounting plate	1
B	Canopy ring	1
C	Fan motor	1
D	Light kit with 18W integrated LED	1
E	Set of blades	5
F	Glass shade	1
G	Receiver	1
H	Remote control	1
I	Remote control holder	1
J	AAA battery	2

Installation

1 Determining mounting method



WARNING: To reduce the risk of fire, electric shock, or personal injury, mount to outlet box marked acceptable for fan support of 15.9 kg (35 lbs) or less and use mounting screws provided with the outlet box.

- If there is not an existing UL Listed metal 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 35 lbs.). Do not use plastic outlet boxes. Figures 1 and 2 are examples of different ways to mount the outlet box.
- To hang your fan where there is an existing fixture but no ceiling joist, you may need an installation hanger bar as shown in Figure 3 (available at your Retailer).

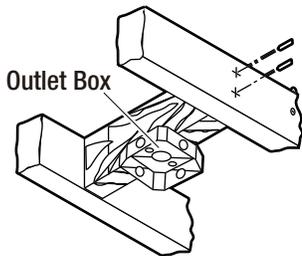


Figure 1

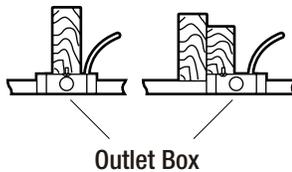
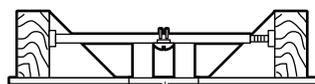


Figure 2



Outlet Box

Figure 3



WARNING: All set screws must be checked, and retightened where necessary, before installation.

2 Installing the mounting plate

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

- Secure the mounting plate (A) to the ceiling outlet box as shown in Figure 4 by using two screws and washers (not provided). Make sure the mounting plate is level. You may need to insert additional washers (not provided) between the outlet box and the mounting plate to make it level.

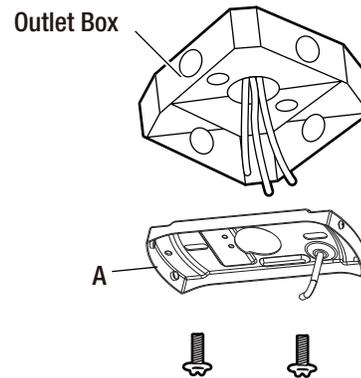


Figure 4

- Place the canopy ring (B) through the top of ceiling canopy (C).
- Before making the electrical connections, engage one of the screw holes at the top of the ceiling canopy with the hook on the mounting plate (A) (Figure 5).

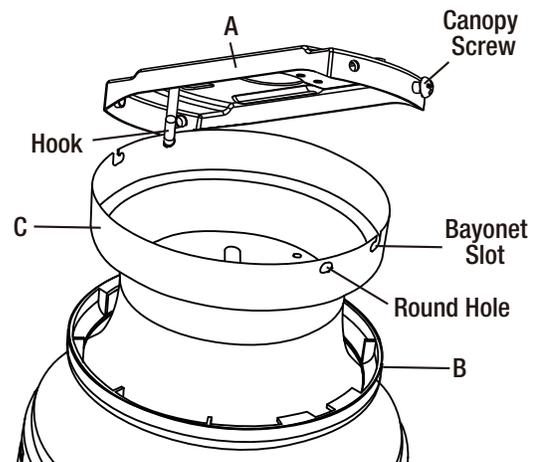


Figure 5

Installation (continued)

3 Installing the safety support

Installation of Safety Support

- An additional safety support is provided to prevent the fan from falling. Secure the stainless steel wire to the ceiling joist with screw and washer (BB & CC) provided, illustrated in Figure 6.

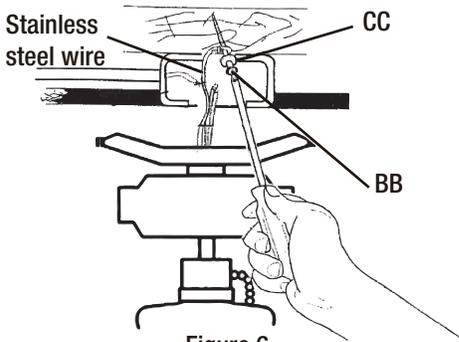


Figure 6

4 Wiring the receiver to the household wiring and the fan



WARNING: To avoid possible electrical shock, turn the electricity off at the main fuse box before wiring. If you feel you do not have enough electrical wiring knowledge or experience, contact a licensed electrician.



WARNING: Each wire nut supplied with this fan is designed to accept up to one 12-gauge house wire and two wires from the fan. If you have larger than 12-gauge house wiring or more than one house wire to connect to the fan wiring, consult an electrician for the proper size wire nuts to use.



IMPORTANT: Use the wire nuts (AA) supplied with your fan. Secure the connectors with electrical tape and ensure there are no loose strands or connections.

- Connect the receiver (G) to the fan wires by inserting the molded adaptor plug from the receiver (G) to the molded adaptor plug from the fan motor assembly (C), as illustrated in Figure 7.
- Use wire connectors (AA) to connect the receiver (G) and fan wires to the supply wires from outlet box according to the Figure 7 and the following instructions:
 - 1) Connect the white (neutral) wire from outlet box to the white "AC in N" wire from receiver with a wire nut.
 - 2) Connect the black (hot) wire from outlet box to the black "AC in L" wire from receiver with a wire nut.
 - 3) Connect the ground wire from outlet box to the green ground wire from the mounting plate with a wire nut.
 - 4) Secure each wire nut using electrical tape. Make sure all wire nuts are connected firmly.
- This device contains license-exempt transmitter(s)/receiver(s) that comply with Innovation, Science and Economic Development Canada's license-exempt RSS(s). Operation is subject to the following two conditions:
 - (1) This device may not cause interference
 - (2) This device must accept any interference, including interference that may cause undesired operation of the device

Installation (continued)

4 Wiring the receiver to the household wiring and the fan (continued)



IMPORTANT: If after this step, you decide to check that the electrical connections have been successful, it is critical to attach the light kit using the quick connector prior to testing. The fan will not operate unless the light kit is connected to the fan.



IMPORTANT: After the connections have been made, the wires should be turned upward and pushed carefully up into the outlet box EXCEPT the antenna, which should remain outside the outlet box. Place the black and white wire connections on opposite sides of the outlet box.

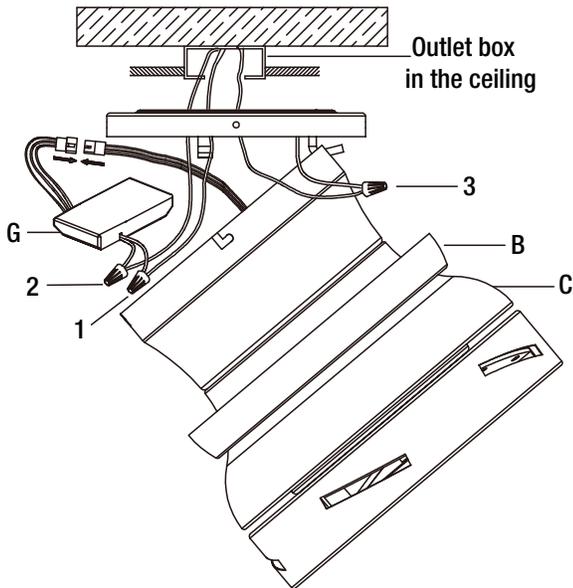


Figure 7

5 Installing the receiver



WARNING: To reduce the risk of fire or electric shock, remember to disconnect power. The electrical wiring must meet all local and national electrical code requirements. The electrical source and fan must be 110/120 volt, 60Hz. Do not use this product in conjunction with any variable wall control. Incorrect wire connection can damage this receiver.



CAUTION: If other fan wires are a different color, have this unit installed by a licensed electrician.



CAUTION: Do not install the receiver in a damp location or immerse in water (For indoor use only). Do not pull on or cut the receiver leads shorter. Do not drop or bump the unit.

- Position the house supply wires to one side of the mounting plate (A); position the fan wires to the opposite side.
- Insert the narrow end of the receiver (G) (as shown, flat side towards the ceiling) into the top of fan motor (C).

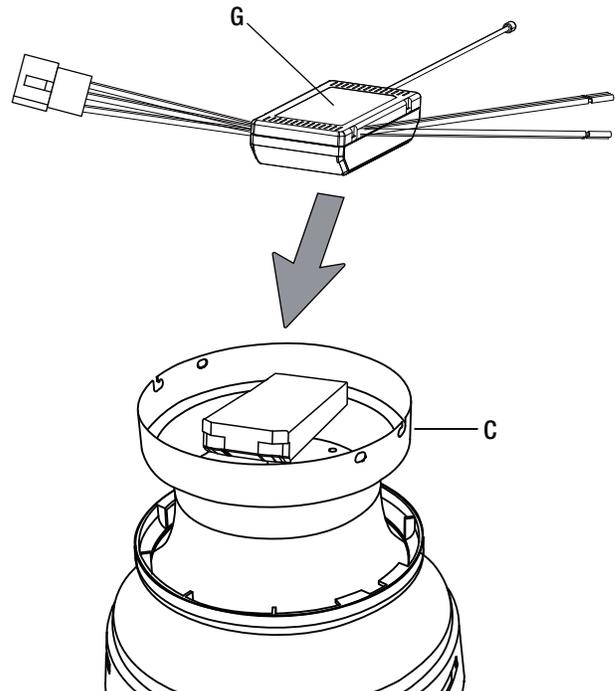


Figure 8

Installation (continued)

6 Finishing the installation



WARNING: The locking slots of ceiling canopy are provided only as an aid to mounting. Do not leave the fan assembly unattended until all four canopy screws are engaged and firmly tightened.

- When the electrical connections have been made, take the fan off the hook.
- Remove the two screws and star washers located diagonally from the mounting plate (A) that aligned to the screw holes of the ceiling canopy.
- Align the two bayonet slots on the ceiling canopy to the two remaining screws and star washers at either end of the mounting plate (A).
- Push the fan motor assembly (C) up to engage the slots and turn clockwise to lock in place. Immediately tighten the two screws firmly.
- Reinsert the two mounting plate screws previously removed, through the screw holes in the ceiling canopy and into the mounting plate. Tighten all screws firmly.
- Align the canopy ring (B) on top to cover the mounting plate screws. Lock in position by turning the canopy ring clockwise.

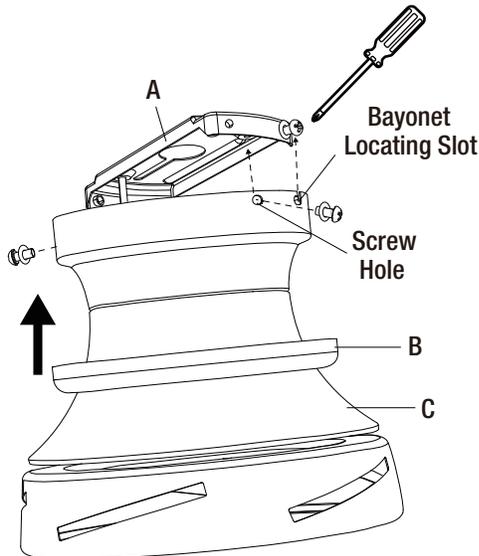


Figure 9

7 Attaching the fan blades



WARNING : Failure to install the blade in correct direction could result in fan wobble or poor performance.

The fan blades are to be attached to the motor housing (C) using the blade screws (1) that are pre-installed into the fan motor housing (C). The procedure to attach the blades (E) is as follows:

- Remove the blade screws on bottom of fan motor and save them.
- Insert a blade (E) through one of the slots of the bottom band.
- Align the 3 holes in the blade to the 3 holes at the bottom of the fan motor (C)
- Secure the blades to the motor using the blade screws provided - 3 each per blade.
- Repeat for the remaining blades.

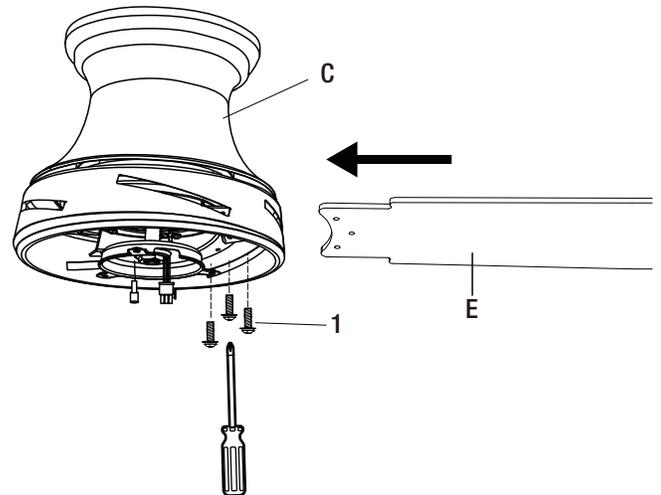


Figure 10

Installation (continued)

8 Installing the light kit



WARNING: To reduce the risk of electric shock, disconnect the electrical supply circuit to the fan before installing light kit.

- Connect the blue wire from the fan to the blue wire from the light kit by securely inserting the connectors together. (Figure 11)
- Connect the 6-pin plug from the fan to the 6-pin plug from the light kit by securely inserting the plugs together. (Figure 11)
- Carefully tuck all wires into the switch housing, and align the 3 holes on the light kit (D) to the three screws pre-installed in the switch housing. (Figure 11)
- Turn the light kit counter-clockwise until the 3 screws snap into place. Tighten all the screws.

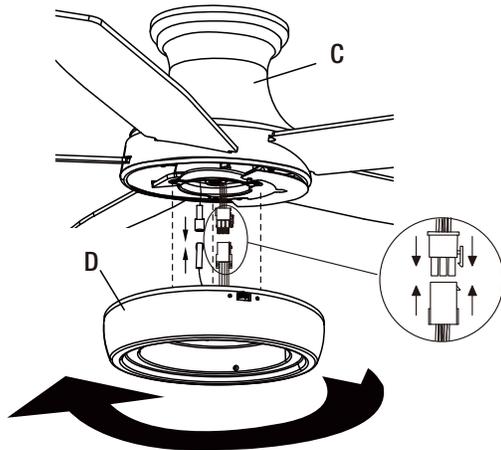


Figure 11



WARNING: Allow the lamp shade to cool completely before removing.

- Install the lamp shade (F) onto the light kit (D) by gently twisting and locking into position. (Figure 12)

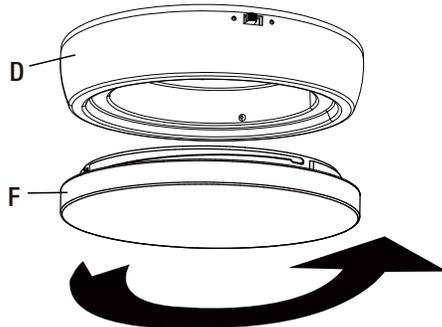


Figure 12

9 Balancing the blades

All blades are grouped by weight. Because natural wood varies in density, the fan may wobble even though the blades match in weight.

The following procedure should correct most fan wobble. Check for wobble after each step.

- Check that all blade screws are secure.
- Most fan wobble problems are caused when blade levels are unequal. Check this level by measuring the distance from the tip of one blade to the ceiling as shown in Figure 13.
- Rotate the fan until the next blade is positioned in the same place as the previous blade and measure again. Repeat for each blade. Measurements should be within 1/8 in.
- If blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.
- If the fan continues to wobble, please contact Customer Service and a balancing kit will be sent to you at no charge.

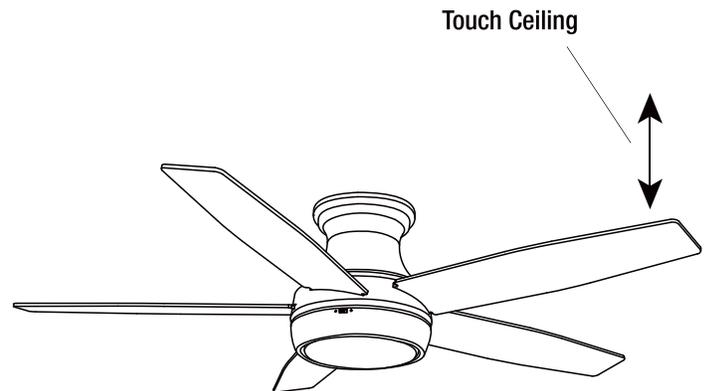


Figure 13

Operation

Operating



***NOTE:** Wait for the fan to stop before changing the setting of the reverse switch.

Your fan is equipped with a remote control to operate the fan speed and lights.

Speed settings for warm or cool weather depend on factors such as the room size, ceiling height, number of fans, and so on.

The reverse switch, located at the light kit, controls direction: forward (switch left) or reverse (switch right).*

* Warm weather - (Forward) A downward air flow creates a cooling effect as shown in Figure 14. This allows you to set your air conditioner on a higher setting without affecting your comfort.

* Cool weather - (Reverse) An upward air flow moves warm air off the ceiling area as shown in Figure 15. This allows you to set your heating unit on a lower setting without affecting your comfort.

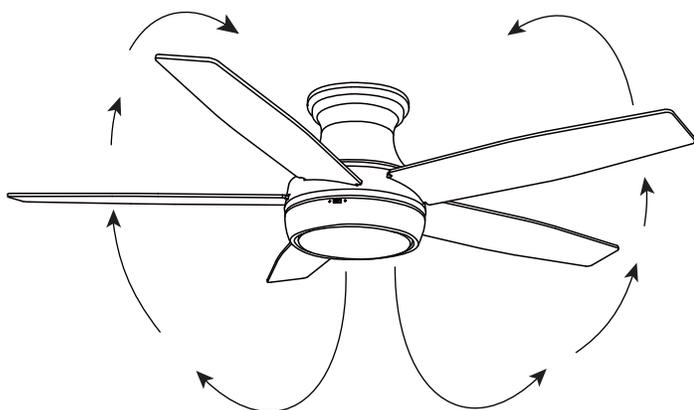


Figure 14

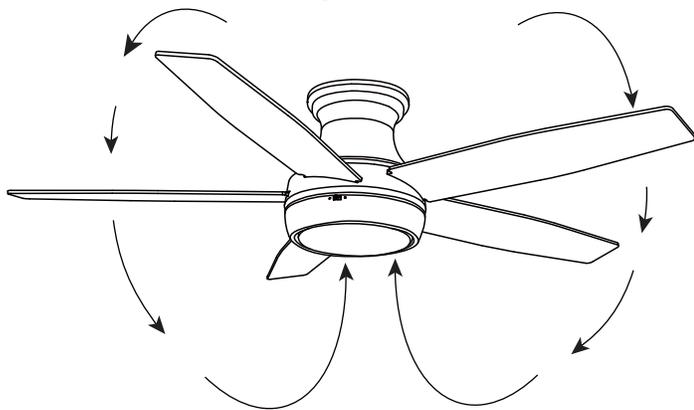


Figure 15

Using the remote control



NOTE: Follow the instruction manual of the remote control to change the transmitter code of this fan's remote control and receiver if you have interference with other fans or appliances.



NOTE: The battery will weaken with age and should be replaced before leaking takes place as this will damage the hand unit. Dispose of used battery properly and keep the battery out of the reach of children.

- Remove the battery cover from the remote control (H). Install 2 AAA batteries (J). Replace the battery cover. (Figure 16)

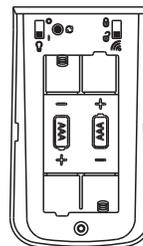


Figure 16

- Press the desired button on the remote control (H) to operate the fan:

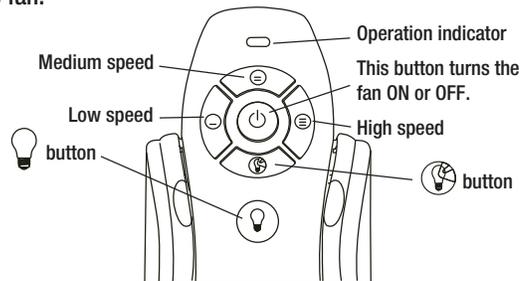


Figure 17

- button: This button controls the light and brightness settings. Press and release the button to turn the light ON or OFF. Press and hold the button to set the desired brightness: the light will slowly illuminate from maximum to minimum light output and then stop when holding the button. Release the button and hold it again until it reaches minimal illumination where it will automatically stop again. The light button has an auto-resume, it will stay at the same brightness as the last time it was turned off.
- button: This button delays the light turning off for approximately 5 seconds, enabling you to exit your room before the light turns completely off.

Installing the remote control holder

- Attach the remote control holder (I) with the two remote control holder mounting screws (DD).

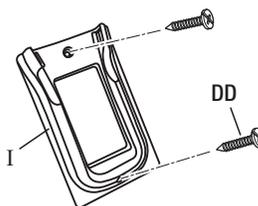


Figure 18

Care and Cleaning



WARNING: Make sure the power is off at the electrical panel box before you attempt any repairs.

Here are some suggestions to help you maintain your fan.

- Because of the fan's natural movement, some connections may become loose. Check the support connections, brackets, and blade attachments twice a year. Make sure they are secure. (It is not necessary to remove the fan from the ceiling.)
- Clean your fan periodically to help maintain its new appearance over the years. Use only a soft brush or lint-free cloth to avoid scratching the finish. The plating is sealed with a lacquer to minimize discoloration or tarnishing. Do not use water when cleaning. This could damage the motor, or the wood, or possibly cause an electrical shock.
- You can apply a light coat of furniture polish to the wood blades for additional protection and enhanced beauty. Cover small scratches with a light application of shoe polish.
- There is no need to oil your fan. The motor has permanently lubricated bearings.

Troubleshooting



WARNING: Make sure the power is off at the electrical panel box before you attempt any repairs.

Problem	Solution
The fan will not start.	<ul style="list-style-type: none">□ Check circuit fuses or breakers.□ Check the line wire connections to the fan and switch wire connections in the switch housing.
The fan sounds noisy.	<ul style="list-style-type: none">□ Make sure all motor housing screws are snug.□ Make sure the screws that attach the fan blade bracket to the motor hub are tight.□ Make sure wire nut connections are not rubbing against each other or the interior wall of the switch housing.□ Allow a 24-hour "breaking-in" period. Most noises associated with a new fan disappear during this time.□ 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.□ Make sure the motor housing is a short distance from the ceiling. It should not touch the ceiling.
Excessive Wobbling.	<ul style="list-style-type: none">□ Make sure that screws which attach fan blade holders to motor are fastened and tightened.□ Tighten screws of fan blade to blade holder securely.□ Ensure that canopy and mounting bracket are tightened securely to ceiling joist.□ Check by selecting a point on the ceiling above the tip of one of the blades. Measure this distance and ensure all blades are even (see Fig. 13).
Light does not work.	<ul style="list-style-type: none">□ Ensure wire connector in switch housing is connected.

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Retain this manual for future use.