6. COMPLETING THE INSTALLATION

1. Make sure the wiring is safely inside the outlet box as instructed in Step 5: Electrical Connections. To install the canopy, partially unscrew the 2 screws in the canopy. Align the slotted holes in the canopy with the screws in canopy. Push up the canopy so the screws slip into the slot. Turn the canopy so it locks in place. Make sure the canopy is not quite touching the ceiling.

2. Blade Assembly

Using the supplied blade arm screws, attach the blades to the blade arms. (Fig. 10). In some cases the metal washer is permanently fixed to the screw head. Ensure all screws are used for each blade.

3. Blade Installation

You can provide easy access to the blade screw holes on the motor housing by centering them in the access hole of the blade. Attach the blades to the motor housing using the supplied screws. Turn the housing to expose the next set of blade screw holes. Continue with each blade. DO NOT bend the blade arms when installing the blades.

4. A certain amount of wobble may be considered normal, especially if the fan is on a downrod longer than 12’.

5. (Fig. 11) Attach the switch cup by lining up the cannon plug from the motor housing to the one from the switch cup. Attach the switch cup to the flange with the screws provided.

6. Turn on the fan and check the 4 position speed switch - 3 speeds and stop. (Fig. 12) Check the reverse switch. NOTE: Wait for the fan to stop rotating before changing from forward to reverse.

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7. FAN OPERATION AND CARE

1. A ceiling fan is an environmentally smart choice to cool as well as to help you warm your home or office. You should see a reduction in both heating and cooling costs by regular use of your fan. Do not hesitate to use your fan during summer and winter months. In summer, using the reverse switch, adjust the fan’s direction so cool air is blown down, producing a cooling breeze. (Fig. 13) In winter, reverse the fan so that an upward airflow will push warm air off the ceiling and circulate it downwards into the living area (Fig. 14). In winter months, use the fan at a lower speed than summer.

2. Periodically check tightness of all screws securing the blades to the blade arm attachment points. A clicking or rattling noise is an sure indication of loosening screws. Since screws will inevitably work loose over time, at least once a year, tighten all the screws attaching blades to blade arms. Do not bend blade arms when cleaning or servicing the fan.

3. Clean your fan periodically using only a cloth dampened with clear water to clean blades. Do not use detergents or abrasives. Use a lint-free cloth with clean water to clean blades. Do not use detergents or abrasives. Use a lint-free cloth with clean water to clean blades.

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6. Turn on the fan and check the 4 position speed switch - 3 speeds and stop. (Fig. 12) Check the reverse switch. NOTE: Wait for the fan to stop rotating before changing from forward to reverse.

8. TROUBLESHOOTING

FAN WILL NOT START

1. Check that the electricity has been turned on at the circuit breaker which had probably been turned off during installation.

2. Turn off the electricity. Check all connections in the wiring of the fan at the ceiling and make sure it follows the wiring instructions outlined in this manual.

NOISE

Note: Always allow a day or two “run-in” time for any new fan at medium or high speeds. When attempting to diagnose noise, listen carefully from several sides of the room to isolate the location of the noise (blades, upper end, motor, light kit, etc.).

1. Tighten all screws attaching blades to blade arms. Remember to tighten these screws at least once a year because they may loosen slowly over time and cause a clicking noise.

2. Turn off the power. Loosen the canopy and check that the wiring and/or wire nut connectors are not creeping against the canopy, possibly vibrating while the fan is on.

3. Use of a standard light rheostat or an unapproved fan wall control to control the fan speed will always cause an annoying “hum.” Many fan motors do not work quietly with solid state variable speed controls.

4. Check that the rubber gasket on the mounting bracket has been installed if called for in the installation instructions.

5. Check that the canopy is not touching the ceiling.

6. Check that all screws on the motor housing and the bottom housing are tight.

FAN TURNS, BUT DOES NOT MOVE MUCH AIR

1. The fan may be running in reverse.

2. The distance from the ceiling to the blades may be too small. At least 8” are recommended.

3. The room may contain items which obstruct the air flow.

4. The fan may be too small for the size of the room.

EXCESSIVE WOBBLE

Note: A small amount of wobble is considered acceptable and should not be considered a defect.

1. Make certain all blades are tightly attached to each blade’s respective blade arm.

REPLACEMENT PARTS AVAILABLE

A full range of genuine replacement spare parts are available at reasonable cost directly from Quorum International. Please call us at (817) 626-5483, Monday through Friday from 8:00 A.M. to 5:00 P.M. CST.
17.82 lbs. 

1. To avoid possible electric shock, turn off the electricity to the main fuse before you begin the fan installation or before servicing the fan or installing accessories. 
2. Read all instructions and safety information carefully before installing your fan and save these instructions. 
3. Make sure all electrical connections comply with local codes or ordinances as well as the National Electrical Code. If you are unfamiliar with electric wiring, please use a qualified and licensed electrician. 
4. Make sure you have a location selected for your fan which allows clear space for the blades to rotate, and at least seven (7) feet of clearance between the floor and the fan blade tips. 
5. The outlet box and ceiling support joint used must be securely mounted, and capable of supporting at least 50 pounds. To reduce the risk of fire, electric shock, or personal injury, use only an outlet box clearly labeled “Acceptable For Fan Support”.
6. To reduce the risk of personal injury use only approved hanger brackets and screws supplied with this fan for mounting to the outlet box. 
7. After installation is complete, check that all connections are absolutely secure. 
8. Do not insert anything into the fan blades while they are rotating. 
9. Do not operate the reverse switch until the fan has come to a complete stop. 
10. Do not attempt to move the operation of the fan in an attempt to correct a problem that is not approved by Quorum for use with its fans. Do not use state wall controls. The use of an unapproved control voids the fan’s warranty. 

3. MOUNTING OPTIONS

1. Disconnect the power by removing fuses or turning off circuit breakers. 
2. If there is an existing outlet box, ensure it is clearly marked “Suitable For Fan Support”. If it is not so marked, it must be replaced with an approved one. 
3. Secure the outlet box (or make sure the existing box is secured) directly to the building structure. Use appropriate fasteners and building materials.

4. Inside the ceiling junction box be sure to spread the wires apart so the black and white conductors are on one side of the outlet box and the white/white and green/white conductors are on the other side.

5. ELECTRICAL CONNECTIONS

Use ONEX wall controls approved by Quorum. Use of unapproved wall controls will cause humming, humming noise, and voids the fan warranty.

WARNING - Turn off the power! Use the wires nuts supplied with your fan when making connections. Secure the connections with electrical tape and make sure there are no loose connections or exposed wires. 
3. Optional W all Controls Wiring connections for optional wall control are shown in Fig 8 and 9. Figure 9 shows how to wire a fan wall control switch. This controls the fan only. To sequentially control an optional light kit using the light kit pull chain you would have to connect the blue wire from the fan to the house supply wire, before it goes to the wall control. This is not an easy connection, and we suggest you call a qualified electrician to do it for you.

4. Figures 1, 2 and 3 are examples of different ways to mount the outlet box in different situations. A longer downrod may be required in sloped ceiling situations to maintain proper blade clearance.

To hang the fan in locations where no ceiling joint is available, a hanger support bar may be required (Fig. 4). Quorum distributes approved hanger supports and outlet boxes.