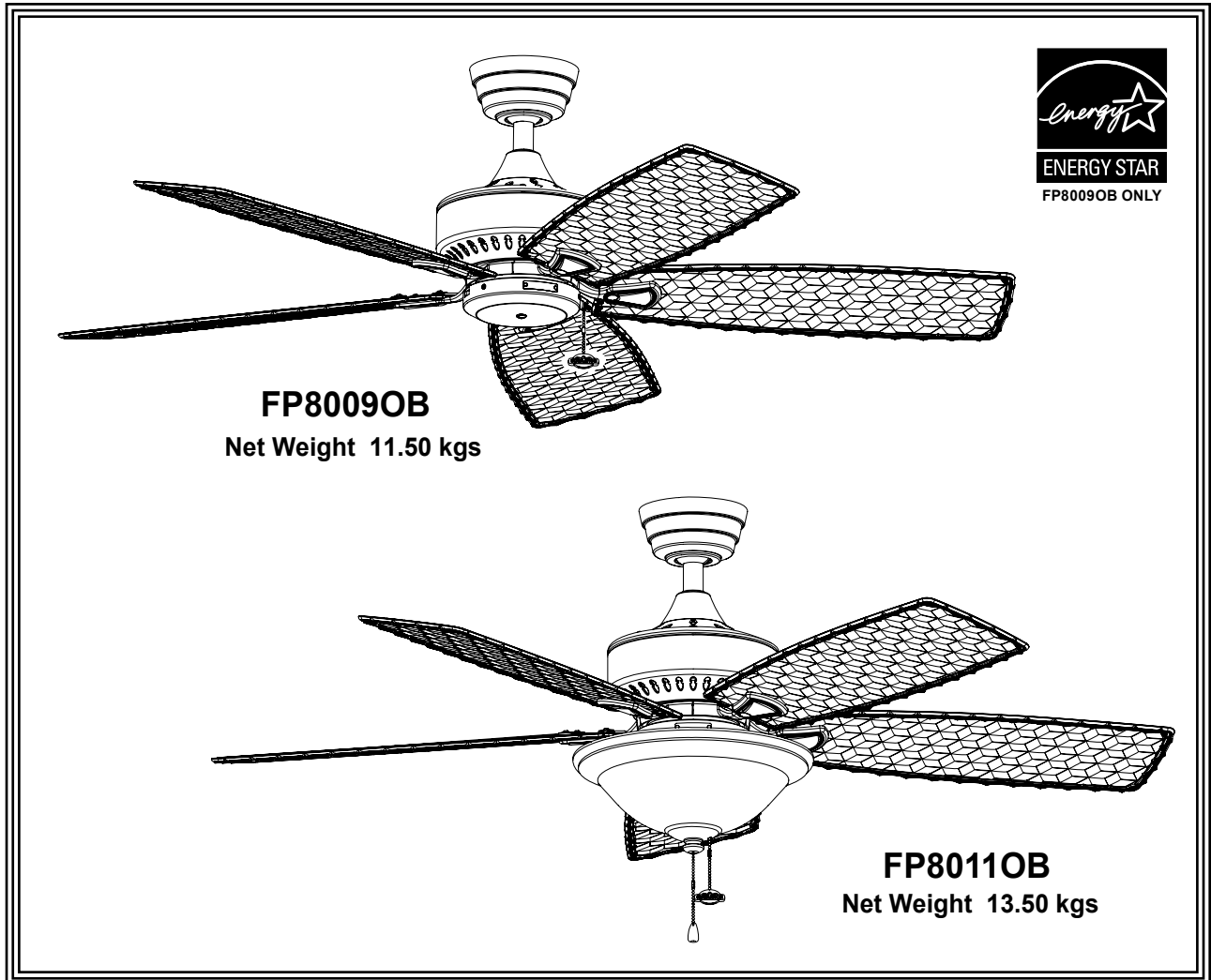


# The Cancun<sup>TM</sup>

## Ceiling Fans

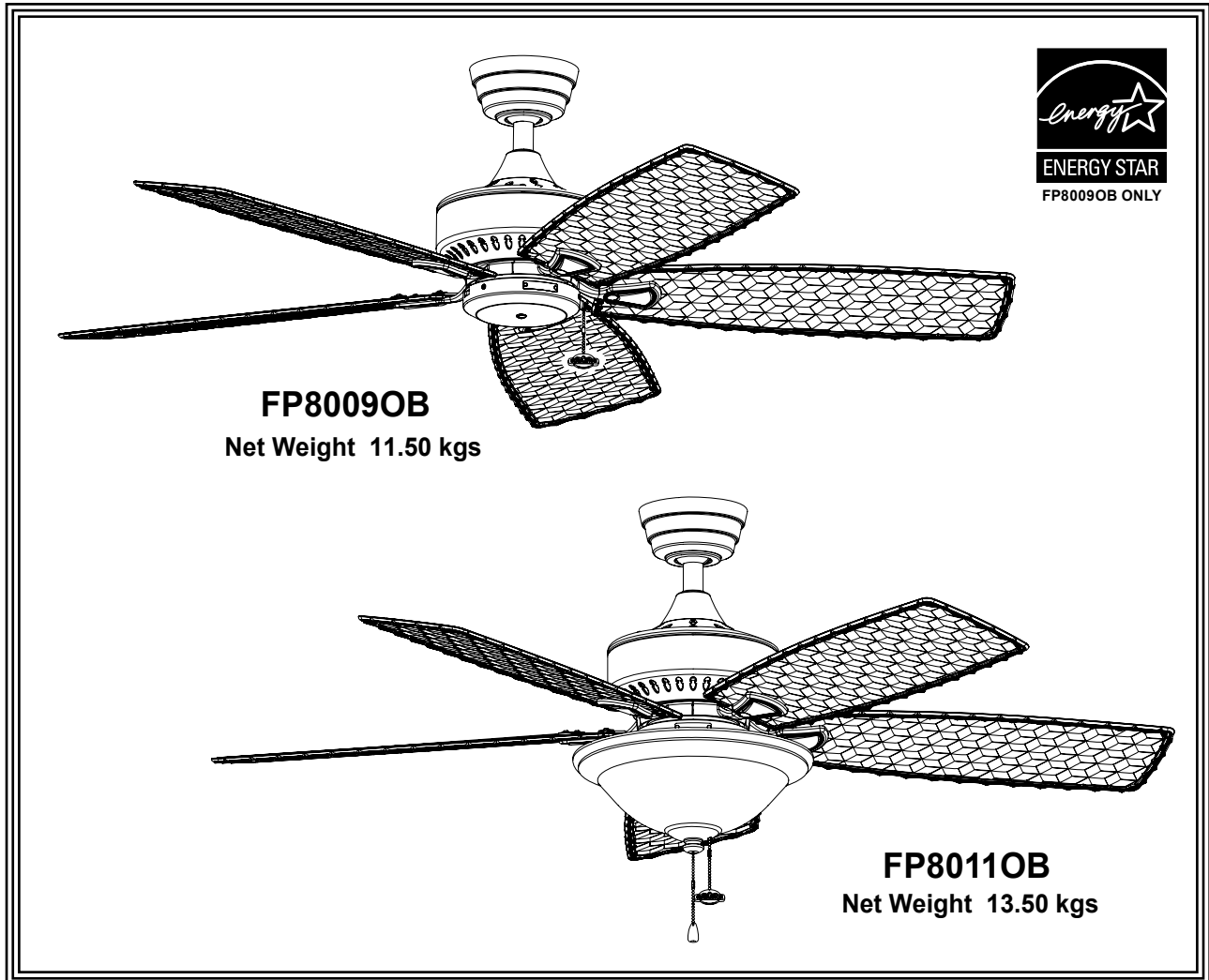


**Model Nos. FP8009OB | FP8011OB**

**OWNER'S MANUAL**  
**READ AND SAVE THESE INSTRUCTIONS**



# The Cancun<sup>TM</sup> Ceiling Fans



**Model Nos. FP8009OB | FP8011OB**

**OWNER'S MANUAL**  
**READ AND SAVE THESE INSTRUCTIONS**



## Important Safety Instructions

**WARNING: To avoid fire, shock and serious personal injury, follow these instructions.**

1. Read your owner's manual and safety information before installing your new fan. Review the accompanying assembly diagrams.
2. Before servicing or cleaning unit, switch power off at service panel and lock service panel disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a warning device, such as a tag, to the service panel.
3. Be careful of the fan and blades when cleaning, painting, or working near the fan. Always turn off the power to the ceiling fan before servicing.
4. Do not insert anything into the fan blades while the fan is operating.
5. Do not operate reversing switch until fan blades have come to a complete stop.

## Additional Safety Instructions

1. To avoid possible shock, be sure electricity is turned off at the fuse box before wiring, and do not operate fan without blades.
2. All wiring and installation procedures must satisfy National Electrical Codes (ANSI/ NFPA 70-1999) and Local Codes. The ceiling fan must be grounded as a precaution against possible electrical shock. Electrical installation should be made or approved by a licensed electrician.
3. The fan base must be securely mounted and capable of reliably supporting at least 35 lbs. See page 4 of owner's manual for support requirements. Consult a qualified electrician if in doubt.
4. The fan must be mounted with the fan blades at least 7 feet from the floor to prevent accidental contact with the fan blades.
5. Follow the recommended instructions for the proper method of wiring your ceiling fan. If you do not have adequate electrical knowledge or experience, have your fan installed by licensed electrician.

**WARNING:** This product is designed to use only those parts supplied with this product and/or accessories designated specifically for use with this product. Using parts and/or accessories not designated for use with this product could result in personal injury or property damage.

**WARNING:** To reduce the risk of personal injury, do not bend the blade bracket (flange or blade holder) 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.

**WARNING:** To Reduce The Risk Of Electric Shock. Disconnect The Electrical Supply Circuit To The Fan Before Installing Light Kit.

## LIMITED LIFETIME WARRANTY

**Extends to the original purchaser of a Fanimation Fan**

1. LIMITED LIFETIME MOTOR WARRANTY - If any part of your fan motor fails, due to a defect in materials or workmanship during the lifetime of the original purchaser, Fanimation will provide the replacement part free of charge, when the defective fan is returned to our national service center. Proof of purchase is required. Customer shall be responsible for all costs incurred in the removal or reinstallation and shipping of the product for repairs or replacement.
2. ONE YEAR MOTOR LABOR WARRANTY - If your fan motor fails at any time within one year from the original purchase, due to defects in materials or workmanship, labor to repair the motor will be provided free of charge at our national service center. Purchaser will be responsible for labor charges after this one-year period. Customer shall be responsible for all costs incurred in the removal or reinstallation and shipping of the product for repairs or replacement.
3. If any other part of your fan fails at any time within one year after original purchase, due to a defect in materials or workmanship, we will repair, or replace, at our option, the defective part free of charge for parts and labor performed at our national service center.
4. Because of varying climate conditions, this warranty does not cover changes in the finish, including rusting, pitting, corroding, tarnishing, or peeling.
5. This warranty is void and does not apply to damage from improper installation, neglect, accident, misuse, exposure to extremes of heat or humidity, or as a result of any modification to the original product.
6. All costs of removal and reinstallation of the fan are the sole responsibility of the owner of the fan and not the store that sold the fan or Fanimation.
7. Fanimation reserves the right to modify or discontinue any product at any time and may substitute any part under this warranty.
8. Under no circumstances may a fan be returned without prior authorization from Fanimation. The receipt of purchase must accompany authorized returns and must be sent freight prepaid to Fanimation. The fan to be returned must be properly packed to avoid damage in transit; Fanimation will not be responsible for any damage resulting from improper packaging.
9. It is understood that any repair or replacement is the exclusive remedy available from Fanimation. There is no other expressed or implied warranty. Fanimation hereby disclaims any and all implied warranties, including, but not limited to those of merchantability and fitness for a particular purpose to the extent permitted by law. Some states do not allow limitations on implied warranties. Fanimation will not be liable for incidental, consequential, or special damages arising out of or in conjunction with product use or performance, except as may otherwise be accorded by law. This warranty gives you special legal rights and you may also have other rights that vary from state to state.
10. A certain amount of wobble is normal and should not be considered a problem or a defect.

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# This Manual is Designed to Make it as Easy as Possible for You to Assemble, Install, Operate, and Maintain Your Ceiling Fan

## Tools Needed for Assembly

- One Phillips head screwdriver
- One wire stripper
- One stepladder
- Three wire connectors
- One 1/4" blade screwdriver (supplied)

## Materials

Wiring outlet box and box connectors must be of type required by local code. The minimum wire would be a 3-conductor (2-wire with ground) of the following size:

Installed Wire Length	Wire Size A.W.G.
Up to 50 ft.	14
50 - 100 ft.	12

**NOTE:** Place the parts from the loose parts bags in a small container to keep them from being lost. If any parts are missing, contact your local retailer.

### **⚠ WARNING**

Before assembling your ceiling fan, refer to section on proper method of wiring your fan (page 4). If you feel you do not have enough wiring knowledge or experience, have your fan installed by a licensed electrician.

## Unpacking Instructions

For your convenience, check-off each step. As each step is completed, place a check mark. This will ensure that all steps have been completed and will be helpful in finding your place should you be interrupted.

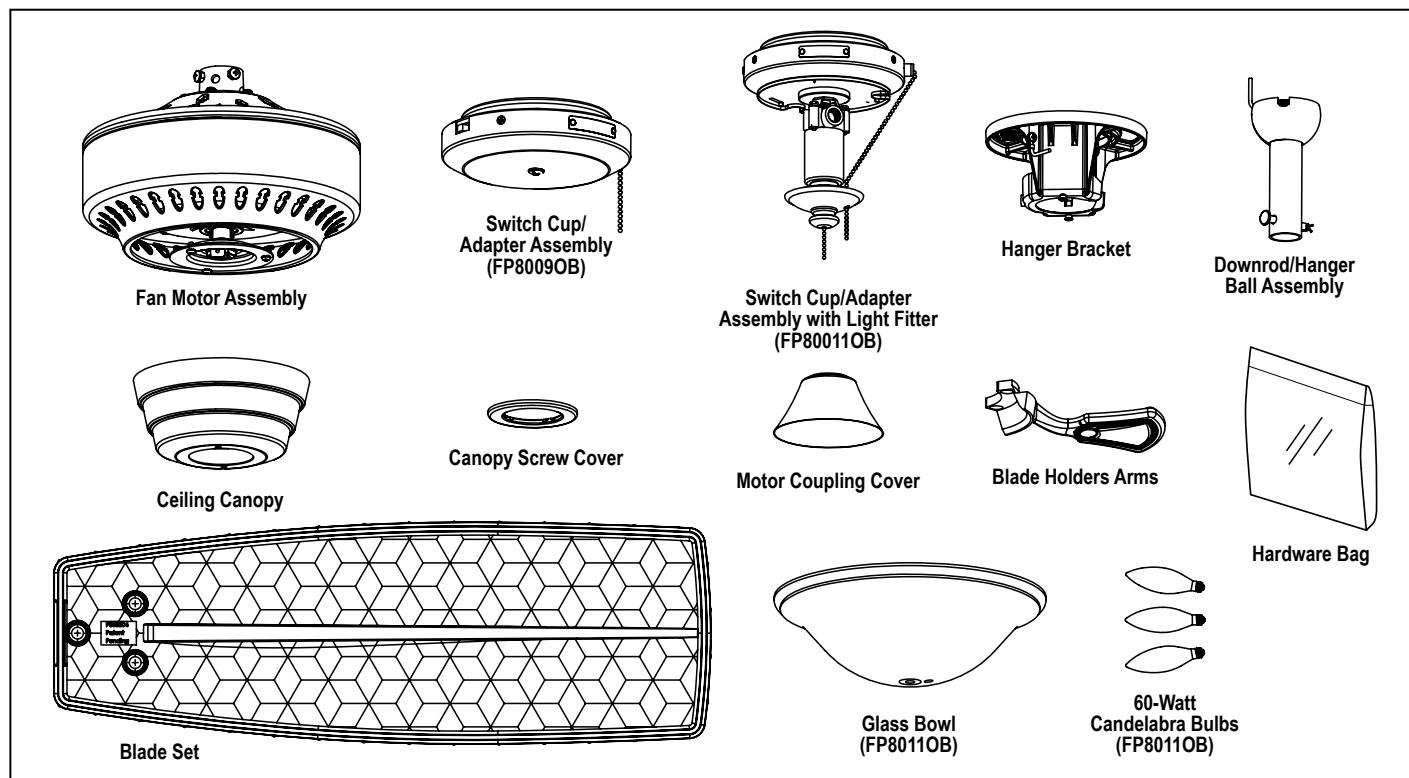
### **⚠ WARNING**

Do not install or use fan if any part is damaged or missing. This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Fanimation. Substitution of parts or accessories not designated for use with this product by Fanimation could result in personal injury or property damage. Contact your retail store for missing or damaged parts.

- Fan Motor Assembly
- Switch Cup/Adapter Assembly (FP8009OB)
- Switch Cup/Adapter Assembly with Light Fitter (FP8011OB)
- Hanger Bracket
- Downrod/Hanger Ball Assembly
- Ceiling Canopy
- Canopy Screw Cover
- Motor Coupling Cover
- Blade Holder Arms
- Blade Set
- Glass Bowl (FP8011OB only)
- Hardware bags:
  - 1/4-20 x 14 screws with lock washers (blade holder to fan motor hub)
  - 3/16-24 x 7.5 washer-head screws (blade to blade holder)
  - Fiber washers
  - Phillips screwdriver, 4"
  - Four wire connectors
  - Chain fob/coupler
  - Balance Kit
  - Pull Chain Kits Asm. Light Kit (FP8011OB only)

1. Check to see that you have received the following parts:

**NOTE:** If you are uncertain of part description, refer to exploded view illustration. (Figure 1, page 11)



# Energy Efficient Use of Ceiling Fans

Ceiling fan performance and energy savings rely heavily on the proper installation and use of the ceiling fan. Here are a few tips to ensure efficient product performance.

## Choosing the Appropriate Mounting Location

Ceiling fans should be installed, or mounted, in the middle of the room and at least 7 feet above the floor and 18 inches from the walls. If ceiling height allows, install the fan 8 - 9 feet above the floor for optimal airflow. Consult your Fanimation Retailer for optional mounting accessories.

## Turn Off When Not in the Room

Ceiling fans cool people, not rooms. If the room is unoccupied, turn off the ceiling fan to save energy.

## Using the Ceiling Fan Year Round

**Summer Season:** Use the ceiling fan in the counter-clockwise direction. The airflow produced by the ceiling fan creates a wind-chill effect, making you "feel" cooler. Select a fan speed that provides a comfortable breeze, lower speeds consume less energy.

**Winter Season:** Reverse the motor and operate the ceiling fan at low speed in the clockwise direction. This produces a gentle updraft, which forces warm air near the ceiling down into the occupied space. Remember to adjust your thermostat when using your ceiling fan - additional energy and dollar savings could be realized with this simple step!

# Electrical and Structural Requirements

Your new ceiling fan will require a grounded electrical supply line of 120 volts AC, 60 Hz, 15 amp circuit. The outlet box must be securely anchored and capable of withstanding a load of at least 35 lbs. **Figure 1** depicts different structural configurations that may be used for mounting the outlet box.

## ⚠ WARNING

To reduce the risk of fire, electrical shock, or personal injury, mount fan to outlet box marked acceptable for fan support. Use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

## ⚠ WARNING

Turning off wall switch is not sufficient. To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring. All wiring must be in accordance with National and Local codes and the ceiling fan must be properly grounded as a precaution against possible electrical shock.

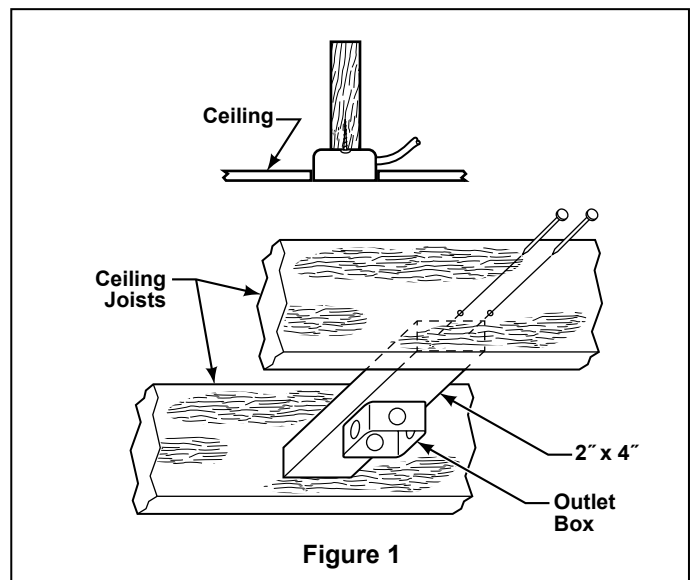


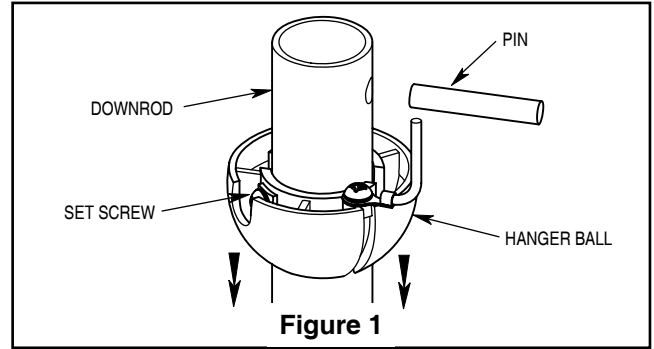
Figure 1

## ⚠ WARNING

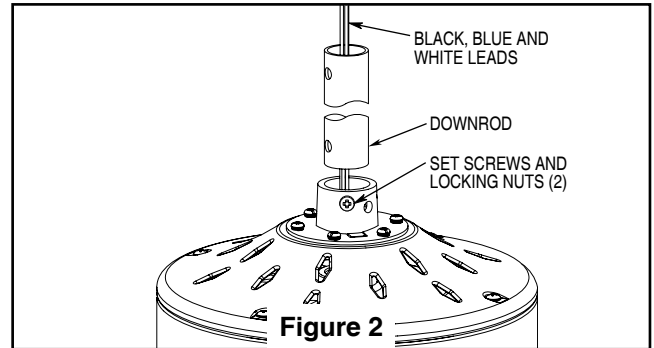
To avoid fire or shock, follow all wiring instructions carefully. Any electrical work not described in these instructions should be done or approved by a licensed electrician.

# How to Assemble Your Ceiling Fan

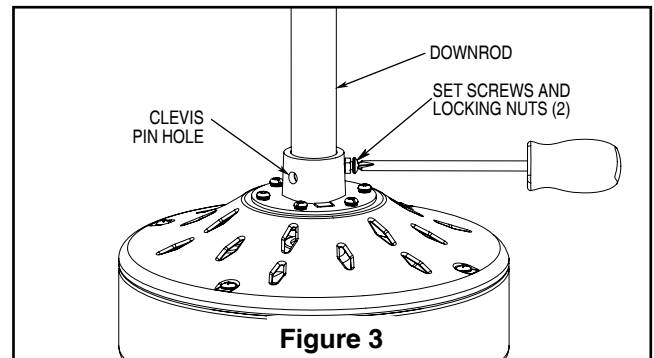
- 1. Remove the hanger ball portion from the downrod/hanger ball assembly by loosening the set screw in the hanger ball until the ball falls freely down the downrod. Remove the pin from the downrod, then remove the hanger ball. Retain the pin and hanger ball for reinstallation in Step 4. (Figure 1)



- 2. Loosen the two set screws in the downrod support of the motor assembly. Route the black, white and blue wires through the downrod. (Figure 2)

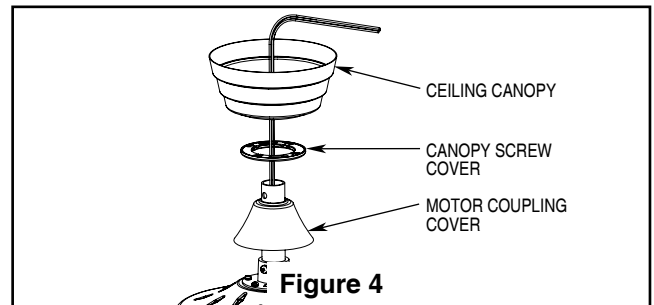


- 3. Slide downrod into the downrod support on top of the motor. Install the clevis pin by aligning the holes in the downrod support with holes in the downrod. Secure clevis pin with hairpin clip. Tighten the two set screws with nuts in the downrod support. (Figure 3)

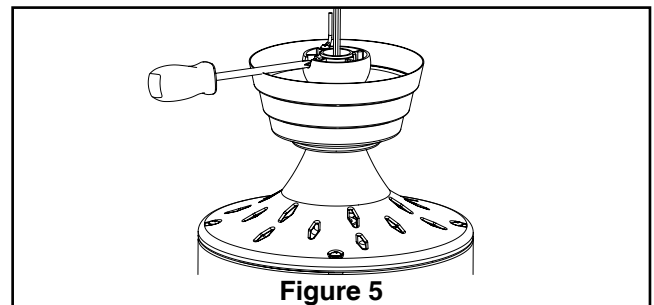


**WARNING**  
It is critical that the clevis pin in the downrod support is properly installed and the set screws and nuts are securely tightened. Failure to do so could result in the fan falling.

- 4. Route wires through Motor Coupling Cover, Canopy Screw Cover and Ceiling Canopy. (Figure 4)



- 5. Reinstall the hanger ball on the downrod as follows. Route the three 54 in. wires through the hanger ball. Position the pin through the two holes in the downrod and align the hanger ball so the pin is captured in the groove in the top of the hanger ball. Pull the hanger ball up tight against the pin. Securely tighten the set screw in the hanger ball. A loose set screw could create fan wobble. (Figure 5)



# How to Assemble Your Ceiling Fan (continued)

- 6. Cut off excess lead wire approximately 6 to 9 inches above top of the top of the downrod. Strip insulation off 1/2 inch from the end of each lead wire. (Figure 6)

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

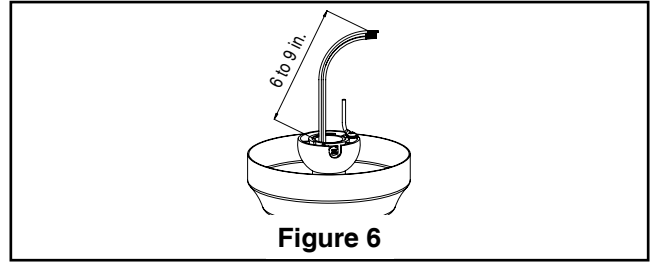


Figure 6

## How to Hang Your Ceiling Fan

### **⚠ WARNING**

To avoid possible fire or shock, be sure electricity is turned off at the main fuse box before hanging. (Figure 7)

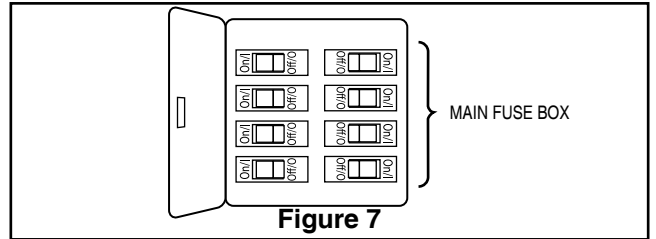


Figure 7

**NOTE:** If you are not sure if the outlet box is grounded, contact a licensed electrician for advise, as it must be grounded for safe operation.

### **⚠ WARNING**

The fan must be hung with at least 7' of clearance from floor to blades. (Figure 8)

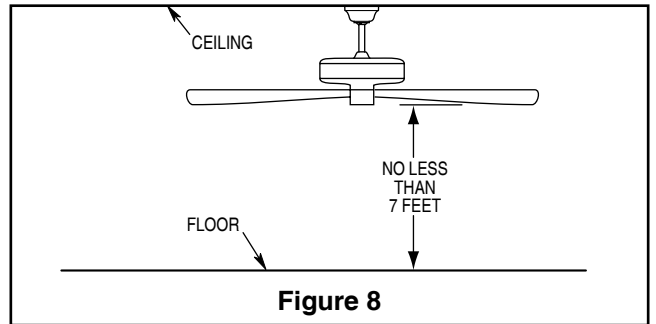


Figure 8

- 1. Securely attach the hanger bracket to the outlet box using the outlet box screws and washers supplied with the outlet box. (Figure 9)

### **⚠ WARNING**

The outlet box must be securely anchored. Hanger bracket must seat firmly against outlet box. If the outlet box is recessed, remove wall board until bracket contacts box. If bracket and /or outlet box are not securely attached, the fan could wobble or fall.

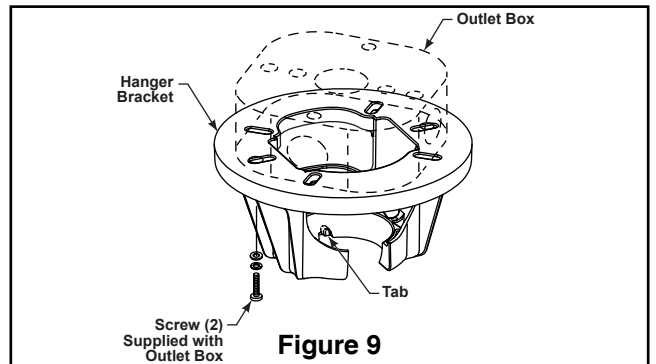


Figure 9

- 2. Carefully lift the fan and seat the downrod/hanger ball assembly on the hanger bracket that was just attached to the outlet box. Be sure the groove in the ball is lined up with tab on the hanger bracket. (Figure 10)

### **⚠ WARNING**

Failure to seat tab in groove could cause damage to electrical wires and possible shock or fire hazard.

### **⚠ WARNING**

To avoid possible shock, do not pinch wires between the hanger ball assembly and the hanger bracket.

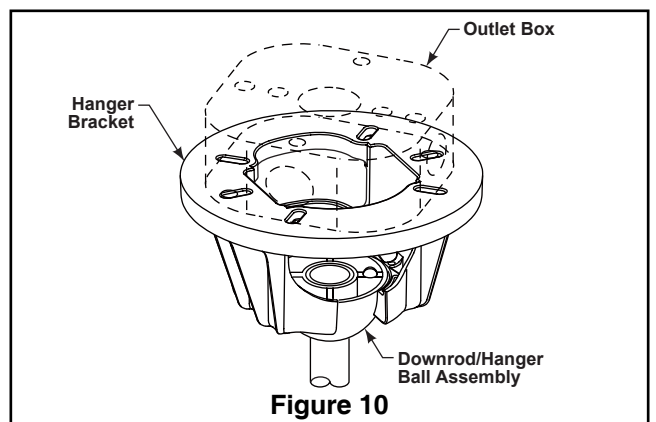


Figure 10

# How to Wire Your Ceiling Fan

**⚠ WARNING**

To avoid possible fire or shock, be sure electricity is turned off at the main fuse box before hanging. (Figure 11)

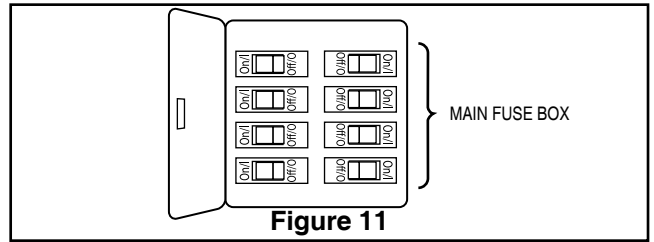


Figure 11

1. Connect the green grounding lead from the hanger ball and the green grounding lead from the hanger bracket to the supply grounding conductor (this may be a bare wire or wire with green colored insulation). Securely connect wires with wire connectors supplied. (Figure 12)

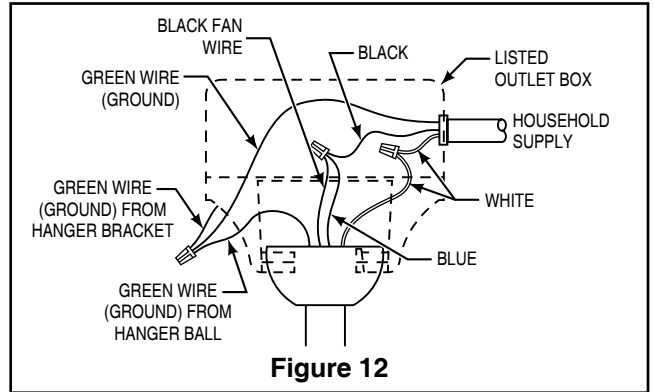



Figure 12

2. Securely connect the white fan motor wire to the white supply (neutral) wire using wire connector supplied. Securely connect the black fan motor wire and blue wire to the black supply wire using wire connector supplied. (Figure 12)

**HARDWARE USED:**

WIRE CONNECTORS  X 6

3. After splicing and making the wire connections, the wires should be spread apart and turned upward with the grounded conductor and the equipment-grounding conductor on one side of the outlet box and the ungrounded conductor on the other side of the outlet box. (Figure 13)

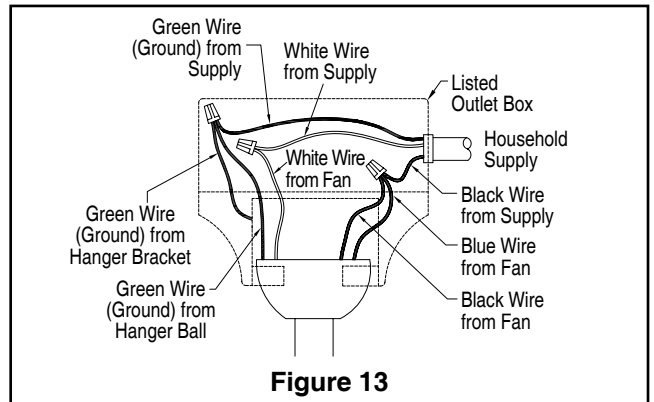


Figure 13

**⚠ WARNING**

Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire. Do not operate fan until the blades are in place. Noise and fan damage could result.

## Installing the Canopy Housing

1. Remove the two shoulder screws in the hanger bracket. Align holes in the canopy with holes in the hanger bracket and securely attach canopy using the two shoulder screws from the hanger bracket. (Figure 14)

**⚠ WARNING**

To avoid possible fire or shock, make sure that the electrical wires are completely inside the canopy housing and not pinched between the housing and the ceiling.

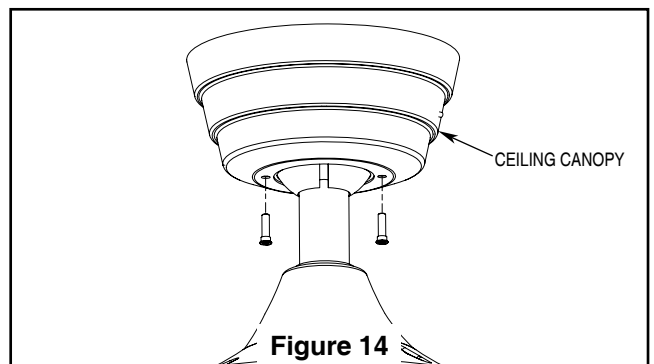
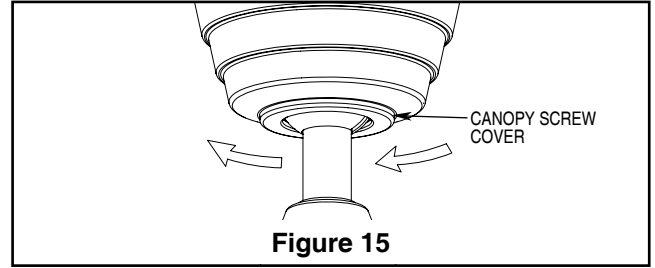


Figure 14



## Installing the Canopy Housing (continued)

- 2. Securely attach and tighten the canopy screw cover over the shoulder screws in the hanger bracket utilizing the key slot twist-lock feature. (Figure 15)

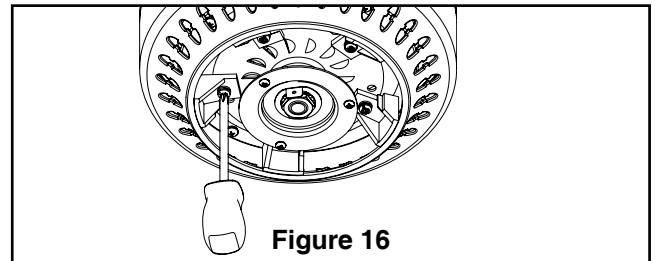


## How to Assemble the Blades

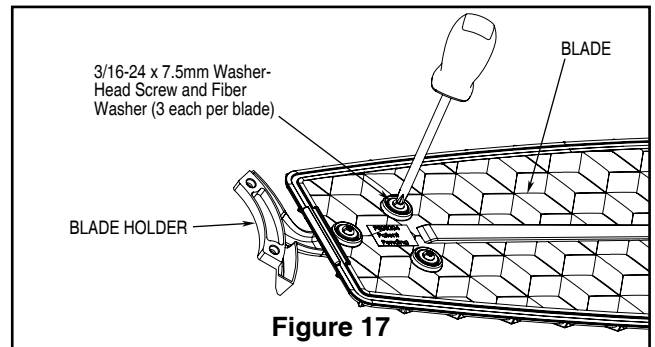
- 1. Remove and discard the five rubber motor stops from the motor assembly by removing the screws. (Figure 16)

**⚠ CAUTION**

**Do not connect fan blades until the fan is completely installed. Installing the fan with blades assembled may result in damage to the fan blades.**



- 2. Position the blade over the blade holder with threaded posts showing. Make sure the bottom edge of the blade is fully seated against the blade arm. With a Phillips screwdriver, tighten 3/16-24x7.5 mm washer head screws with fiber washers to secure the blade to the blade arm. (Figure 17)



### HARDWARE USED:

3/16-24 x 7.5 mm WASHER-HEAD SCREWS X 15

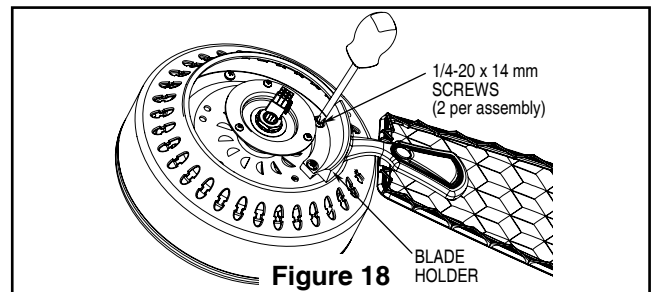
FIBER WASHER X 15

- 3. Attach blade holders to the motor hub using the 1/4-20x14 mm screws. (Figure 18)

*NOTE: Periodically check blade holder hardware and resecure if necessary.*

**⚠ CAUTION**

**To reduce the risk of personal injury, do not bend the blade holders when installing, balancing the blades or cleaning the fan. Do not insert foreign objects in between the rotating blades.**

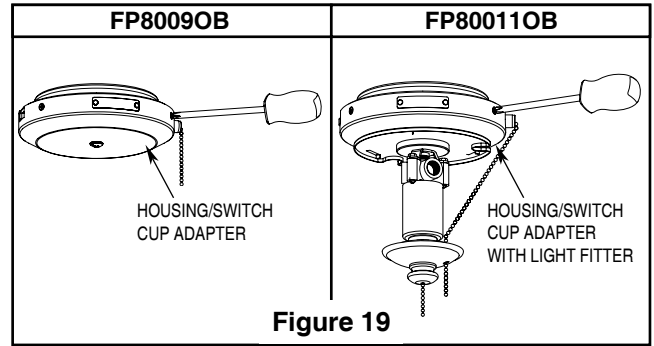


### HARDWARE USED:

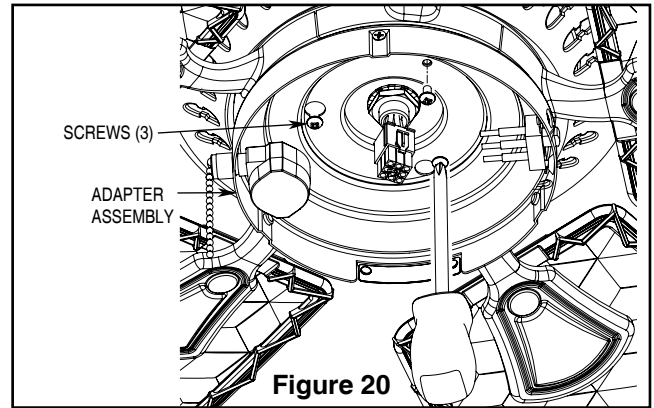
1/4-20 x 14 mm SCREWS X 10

# Housing/Switch Cup Adapter Assembly

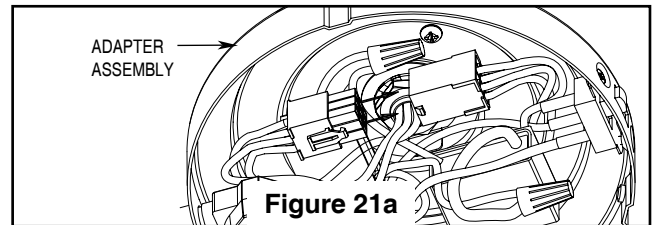
- 1. Disassemble the housing switch cup/adapter assembly by removing three screws. (Figure 19)



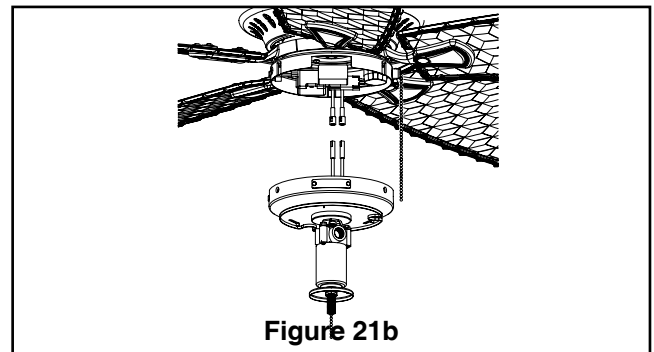
- 2. Remove one of the three screws in the support bracket. Slightly loosen the remaining two screws. Assemble the adapter assembly to the housing support bracket using the two key slots in the adapter assembly. Replace the third screw and securely tighten all three screws. (Figure 20)



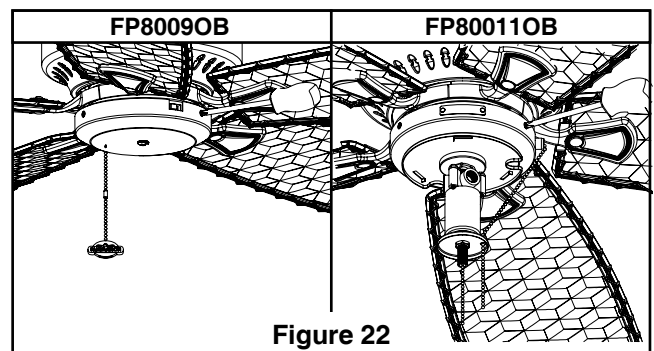
- 3a. Securely attach the 9-pin switch cup connector to the wiring harness socket within the adapter assembly. (Figure 21a)



- 3b. **<<FP80110B ONLY>>** Connect the 2-pin connector from the switch cup housing light fitter to the 2-pin connector from the motor assembly. (Figure 21b)



- 4. Install the housing switch cup onto the assembled adapter with the three screws removed in step 1. (Figure 22)



# Light Kit Assembly—FP80110B ONLY

1. Install included candelabra bulbs into each of the three sockets. (Figure 23)

## CAUTION

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

Use only with light kits marked suitable for use in Damp Locations.

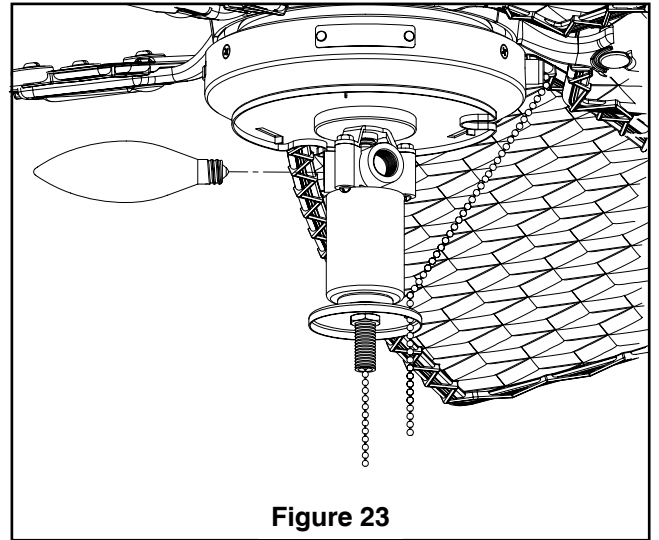


Figure 23

2. Secure glass bowl to light fitter using supplied nut. Next, install trim cover followed by the finial. Do not over tighten. (Figure 24)

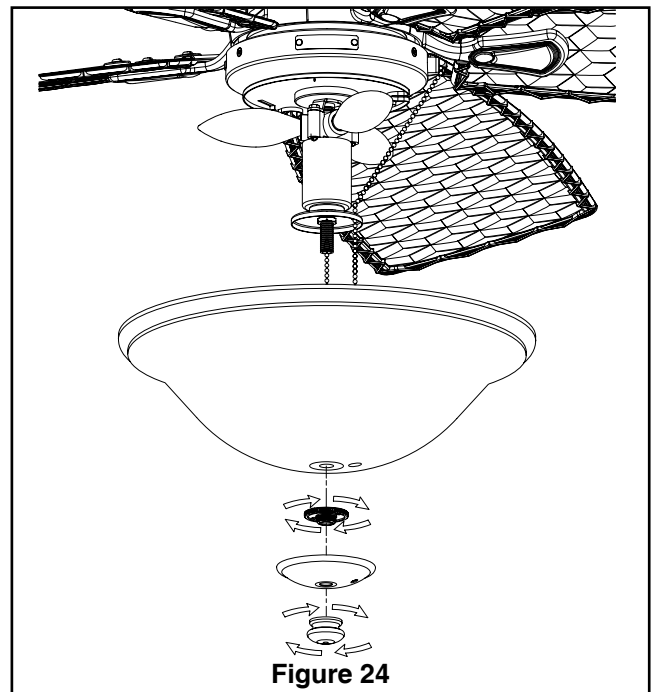


Figure 24

3. Install pull chains and fobs. (Figure 25)

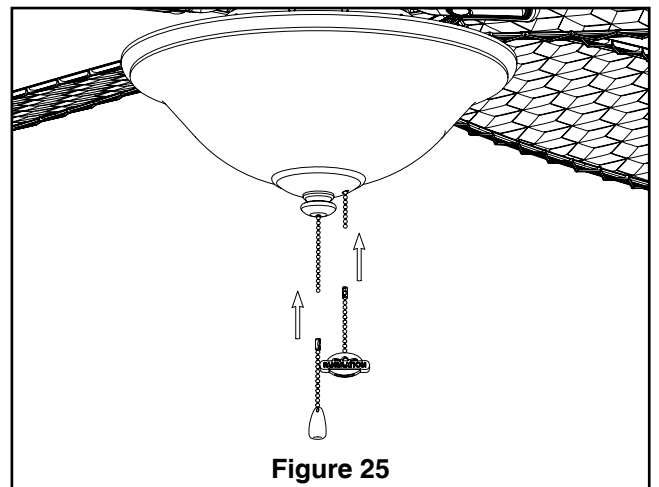


Figure 25

# Pull Chain Operating Instructions

1. Restore electrical power to the outlet box by turning the electricity on at the main fuse box. (Figure 26)

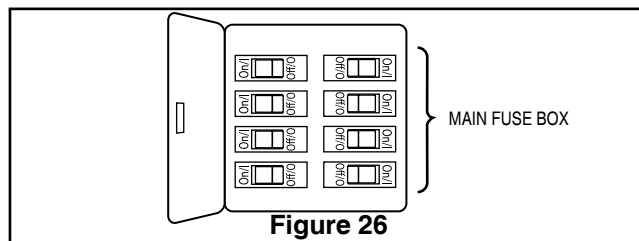


Figure 26

2. Check the operation of the fan by gently pulling on the fan speed pull chain. (Fig. 27)

Pull Chain Operating Sequence	
1 <sup>st</sup> Pull	High
2 <sup>nd</sup> Pull	Medium
3 <sup>rd</sup> Pull	Low
4 <sup>th</sup> Pull	Off

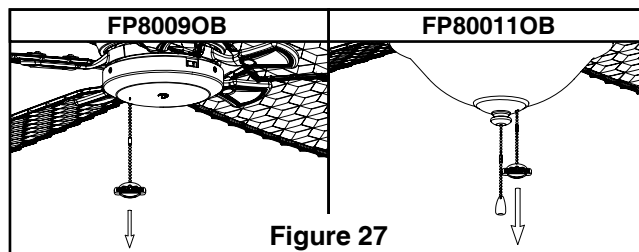


Figure 27

3. If airflow is desired in the opposite direction, turn the fan off and wait for the blades to stop turning. Then slide the reverse switch to the opposite position and turn fan on again. Your fan model is equipped with a 4-position, 3-speed, pull chain switch. (Figure 28)

Reverse Switch Information		
Season	Rotation Direction	Switch Position
Summer	Counter-Clockwise	Right
Winter	Clockwise	Left

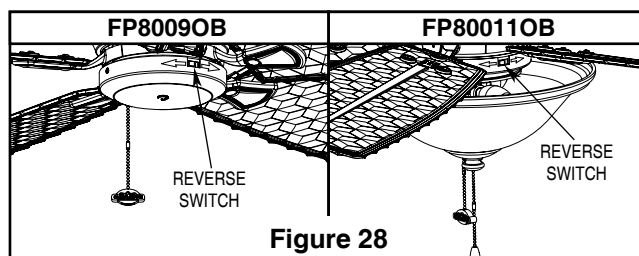


Figure 28

4. **<<FP8011OB ONLY>>** Check the operation of the down light by gently pulling on the light pull chain. (Figure 29)

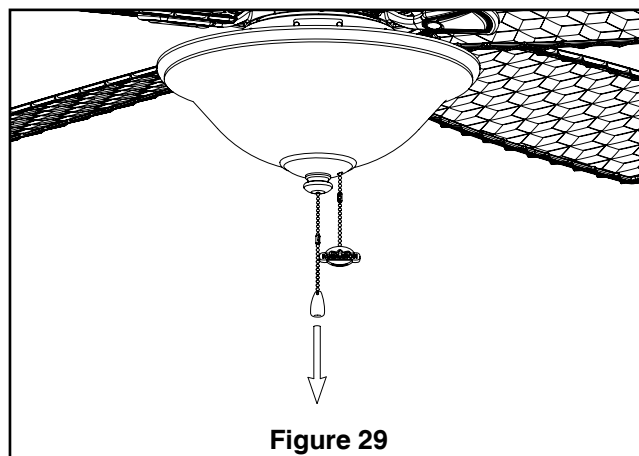


Figure 29

## Maintenance

Periodic cleaning of your new ceiling fan is the only maintenance necessary.

When cleaning, use only a soft brush or lint free cloth to avoid scratching the finish.

Abrasive cleaning agents are not required and should be avoided to prevent damage to finish.

### **CAUTION**

Do not use water when cleaning your ceiling fan. It could damage the motor or the blades and create the possibility of electrical shock.

# Parts List

Models FP8009OB & FP8011OB

Ref. #	Description	FP8009OB	FP8011OB
1	Hanger Bracket Assembly	AP255BL	AP255BL
2	Downrod/Hanger Ball Assembly:	ADR1-45OB	ADR1-45OB
3	Ceiling Canopy	PG165OB	PG165OB
4	Canopy Screw Cover	AP260OB	AP260OB
5	Motor Coupling Cover	AP1115OB	AP1115OB
6	Fan Motor Assembly	AMA8009OB	AMA8011OB
7a	Switch Cup Housing/Adapter Assembly	AP800901OB	—
7b	Switch Cup Housing/Adapter Assembly with Light Kit	—	AP801101OB
8	Blade Set	AP805204DBR	AP805204DBR
9	Blade Holder Set	AP800903OB	AP800903OB
10	Glass Bowl—Frosted White	—	P801102FW
11	Hardware Bag	HDWFP8009OB	HDWFP8011OB
	Loose Hardware Bag:		
	<i>Blade Balance Kit</i>		
	<i>Chain Coupler</i>		
	<i>Chain Fob</i>		
	<i>Wire Connectors (4)</i>		
	<i>Pull Chain Kit—Light (FP8011OB only)</i>		
	Blade Holder Mounting Hardware Bag:		
	<i>¼–20 x ½" Phillips Head Screws, with Lock Washers</i>		
	Blade Mounting Hardware Bag:		
	<i>3/16"–24 x 7.5 mm Washer-Head Screws</i>		
<i>Fiber Washers</i>			
<i>4" Phillips Screwdriver</i>			

**Before discarding packaging materials, be certain all parts have been removed**

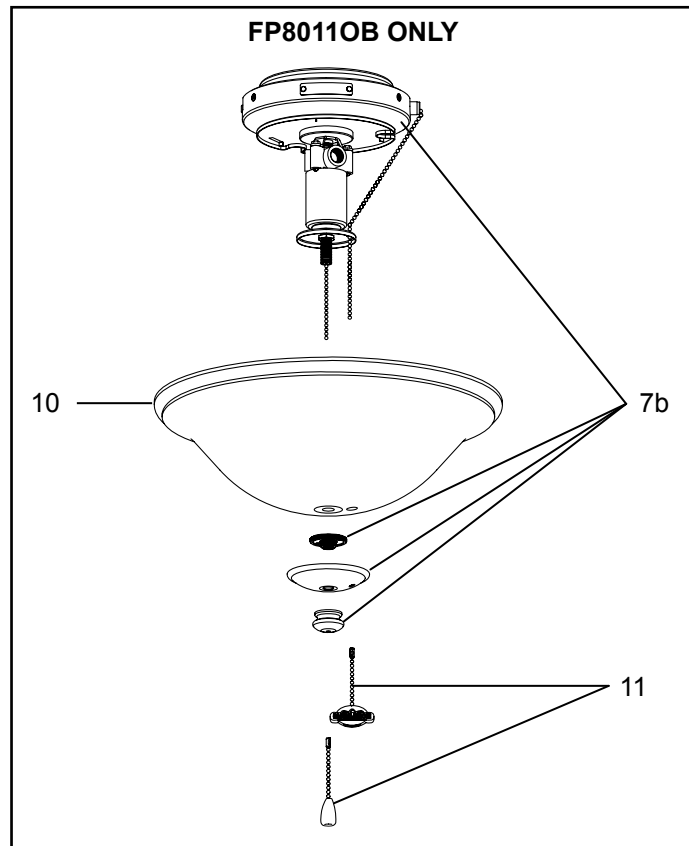
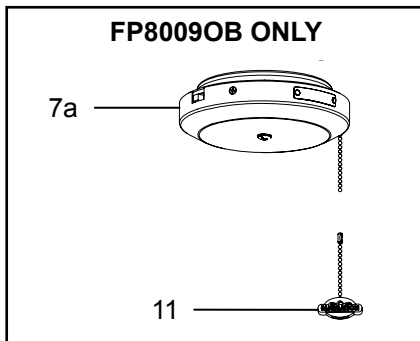
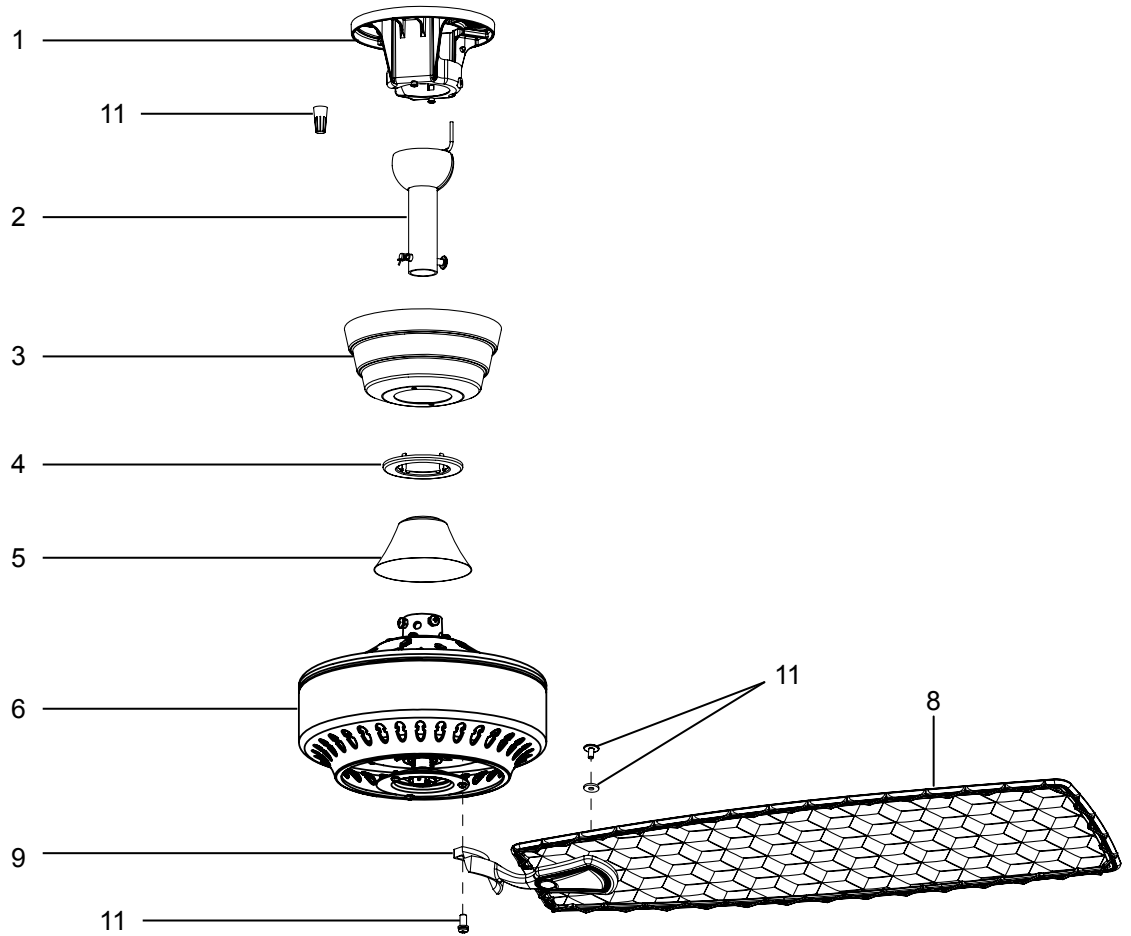
## How To Order Parts

When ordering repair parts, always give the following information:

- Part Number
- Part Description
- Fan Model Number

Contact your retail store for repair parts.

# FP8009OB & FP8011OB Exploded-View



**NOTE:** The illustration shown is not to scale or its actual configuration may vary

# Trouble Shooting

## ⚠ WARNING

For your own safety turn off power at fuse box or circuit breaker before trouble shooting your fan.

Trouble	Probable Cause	Suggested Remedy
<b>1. FAN WILL NOT START</b>	<ol style="list-style-type: none"> <li>1. Fuse or circuit breaker blown.</li> <li>2. Loose power line connections to the fan, or loose switch wire connections in the switch housing.</li> <li>3. Reversing switch in neutral position.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check main and branch circuit fuses or circuit breakers.</li> <li>2. Check line wire connections to fan and switch wire connections in the switch housings.</li> </ol> <p style="text-align: center;"><b>CAUTION: Make sure main power is turned off !</b></p> <ol style="list-style-type: none"> <li>3. Make sure reversing switch position is all the way to one side.</li> </ol>
<b>2. FAN SOUNDS NOISY</b>	<ol style="list-style-type: none"> <li>1. Blades not attached to fan.</li> <li>2. Loose screws in motor housing.</li> <li>3. Screws securing fan blade holders to motor flywheel are loose.</li> <li>4. Wire connectors inside housing rattling.</li> <li>5. Motor noise caused by solid state variable speed control.</li> <li>6. Screws holding blades to blade holders are loose.</li> <li>7. Lower housing support set screw loose.</li> </ol>	<ol style="list-style-type: none"> <li>1. Attach blades to fan before operating.</li> <li>2. Check to make sure all screws in motor housing are snug (not over-tight).</li> <li>3. Check to make sure the screws which attach the fan blade holders to the motor flywheel are tight.</li> <li>4. Check to make sure wire connectors in switch housing are not rattling against each other or against the interior wall of the switch housing.</li> </ol> <p style="text-align: center;"><b>CAUTION: Make sure main power is turned off !</b></p> <ol style="list-style-type: none"> <li>5. Some fan motors are sensitive to signals from solid-state variable speed controls. Solid-state controls are not recommended, choose an alternative control method.</li> <li>6. Tighten screws securely.</li> <li>7. Tighten set screw securely.</li> </ol>
<b>3. FAN WOBBLER EXCESSIVELY</b>	<ol style="list-style-type: none"> <li>1. Setscrew in downrod support is loose.</li> <li>2. Setscrew in downrod/hanger ball assembly is loose.</li> <li>3. Screws securing fan blade holders to motor hub are loose.</li> <li>4. Blade holders not seated properly.</li> <li>5. Hanger bracket and/or ceiling outlet box is not securely fastened.</li> <li>6. Fan blades out of balance.</li> </ol>	<ol style="list-style-type: none"> <li>1. Tighten both setscrews securely in downrod support.</li> <li>2. Tighten the setscrew in the downrod/hanger ball assembly.</li> <li>3. Check to be sure screws which attach the fan blade holders to the flywheel are tight.</li> <li>4. Check to be sure the fan blade holders seat firmly and uniformly to the surface of the motor housing. If holders are seated incorrectly, loosen the screws and retighten.</li> <li>5. Tighten the hanger bracket screws to the outlet box, and secure outlet box.</li> <li>6. Interchanging position of fan blades can redistribute the weight and result in a smoother operation. For example, exchange blades in positions 1 and 3 or 1 and 4. If this does not improve wobble, exchange 2 and 3 or 2 and 4.</li> </ol>
<b>4. NOT ENOUGH AIR MOVEMENT</b>		<ol style="list-style-type: none"> <li>1. If possible, consider using a longer downrod. For example, use a 12" downrod instead of the 4.5" downrod that comes with your fan.</li> </ol>







**10983 Bennett Parkway  
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**Toll Free (888) 567-2055**

**FAX (866) 482-5215**

**Outside U.S. call (317) 733-4113**

**Visit Our Website @ [www.fanimation.com](http://www.fanimation.com)**

## Important Safety Instructions

**WARNING: To avoid fire, shock and serious personal injury, follow these instructions.**

1. Read your owner's manual and safety information before installing your new fan. Review the accompanying assembly diagrams.
2. Before servicing or cleaning unit, switch power off at service panel and lock service panel disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a warning device, such as a tag, to the service panel.
3. Be careful of the fan and blades when cleaning, painting, or working near the fan. Always turn off the power to the ceiling fan before servicing.
4. Do not insert anything into the fan blades while the fan is operating.
5. Do not operate reversing switch until fan blades have come to a complete stop.

## Additional Safety Instructions

1. To avoid possible shock, be sure electricity is turned off at the fuse box before wiring, and do not operate fan without blades.
2. All wiring and installation procedures must satisfy National Electrical Codes (ANSI/ NFPA 70-1999) and Local Codes. The ceiling fan must be grounded as a precaution against possible electrical shock. Electrical installation should be made or approved by a licensed electrician.
3. The fan base must be securely mounted and capable of reliably supporting at least 35 lbs. See page 4 of owner's manual for support requirements. Consult a qualified electrician if in doubt.
4. The fan must be mounted with the fan blades at least 7 feet from the floor to prevent accidental contact with the fan blades.
5. Follow the recommended instructions for the proper method of wiring your ceiling fan. If you do not have adequate electrical knowledge or experience, have your fan installed by licensed electrician.

**WARNING:** This product is designed to use only those parts supplied with this product and/or accessories designated specifically for use with this product. Using parts and/or accessories not designated for use with this product could result in personal injury or property damage.

**WARNING:** To reduce the risk of personal injury, do not bend the blade bracket (flange or blade holder) 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.

**WARNING:** To Reduce The Risk Of Electric Shock. Disconnect The Electrical Supply Circuit To The Fan Before Installing Light Kit.

## LIMITED LIFETIME WARRANTY

**Extends to the original purchaser of a Fanimation Fan**

1. LIMITED LIFETIME MOTOR WARRANTY - If any part of your fan motor fails, due to a defect in materials or workmanship during the lifetime of the original purchaser, Fanimation will provide the replacement part free of charge, when the defective fan is returned to our national service center. Proof of purchase is required. Customer shall be responsible for all costs incurred in the removal or reinstallation and shipping of the product for repairs or replacement.
2. ONE YEAR MOTOR LABOR WARRANTY - If your fan motor fails at any time within one year from the original purchase, due to defects in materials or workmanship, labor to repair the motor will be provided free of charge at our national service center. Purchaser will be responsible for labor charges after this one-year period. Customer shall be responsible for all costs incurred in the removal or reinstallation and shipping of the product for repairs or replacement.
3. If any other part of your fan fails at any time within one year after original purchase, due to a defect in materials or workmanship, we will repair, or replace, at our option, the defective part free of charge for parts and labor performed at our national service center.
4. Because of varying climate conditions, this warranty does not cover changes in the finish, including rusting, pitting, corroding, tarnishing, or peeling.
5. This warranty is void and does not apply to damage from improper installation, neglect, accident, misuse, exposure to extremes of heat or humidity, or as a result of any modification to the original product.
6. All costs of removal and reinstallation of the fan are the sole responsibility of the owner of the fan and not the store that sold the fan or Fanimation.
7. Fanimation reserves the right to modify or discontinue any product at any time and may substitute any part under this warranty.
8. Under no circumstances may a fan be returned without prior authorization from Fanimation. The receipt of purchase must accompany authorized returns and must be sent freight prepaid to Fanimation. The fan to be returned must be properly packed to avoid damage in transit; Fanimation will not be responsible for any damage resulting from improper packaging.
9. It is understood that any repair or replacement is the exclusive remedy available from Fanimation. There is no other expressed or implied warranty. Fanimation hereby disclaims any and all implied warranties, including, but not limited to those of merchantability and fitness for a particular purpose to the extent permitted by law. Some states do not allow limitations on implied warranties. Fanimation will not be liable for incidental, consequential, or special damages arising out of or in conjunction with product use or performance, except as may otherwise be accorded by law. This warranty gives you special legal rights and you may also have other rights that vary from state to state.
10. A certain amount of wobble is normal and should not be considered a problem or a defect.

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# This Manual is Designed to Make it as Easy as Possible for You to Assemble, Install, Operate, and Maintain Your Ceiling Fan

## Tools Needed for Assembly

- One Phillips head screwdriver
- One wire stripper
- One stepladder
- Three wire connectors (supplied)
- One 1/4" blade screwdriver

## Materials

Wiring outlet box and box connectors must be of type required by local code. The minimum wire would be a 3-conductor (2-wire with ground) of the following size:

Installed Wire Length	Wire Size A.W.G.
Up to 50 ft.	14
50 - 100 ft.	12

**NOTE:** Place the parts from the loose parts bags in a small container to keep them from being lost. If any parts are missing, contact your local retailer.

### **⚠ WARNING**

Before assembling your ceiling fan, refer to section on proper method of wiring your fan (page 4). If you feel you do not have enough wiring knowledge or experience, have your fan installed by a licensed electrician.

## Unpacking Instructions

For your convenience, check-off each step. As each step is completed, place a check mark. This will ensure that all steps have been completed and will be helpful in finding your place should you be interrupted.

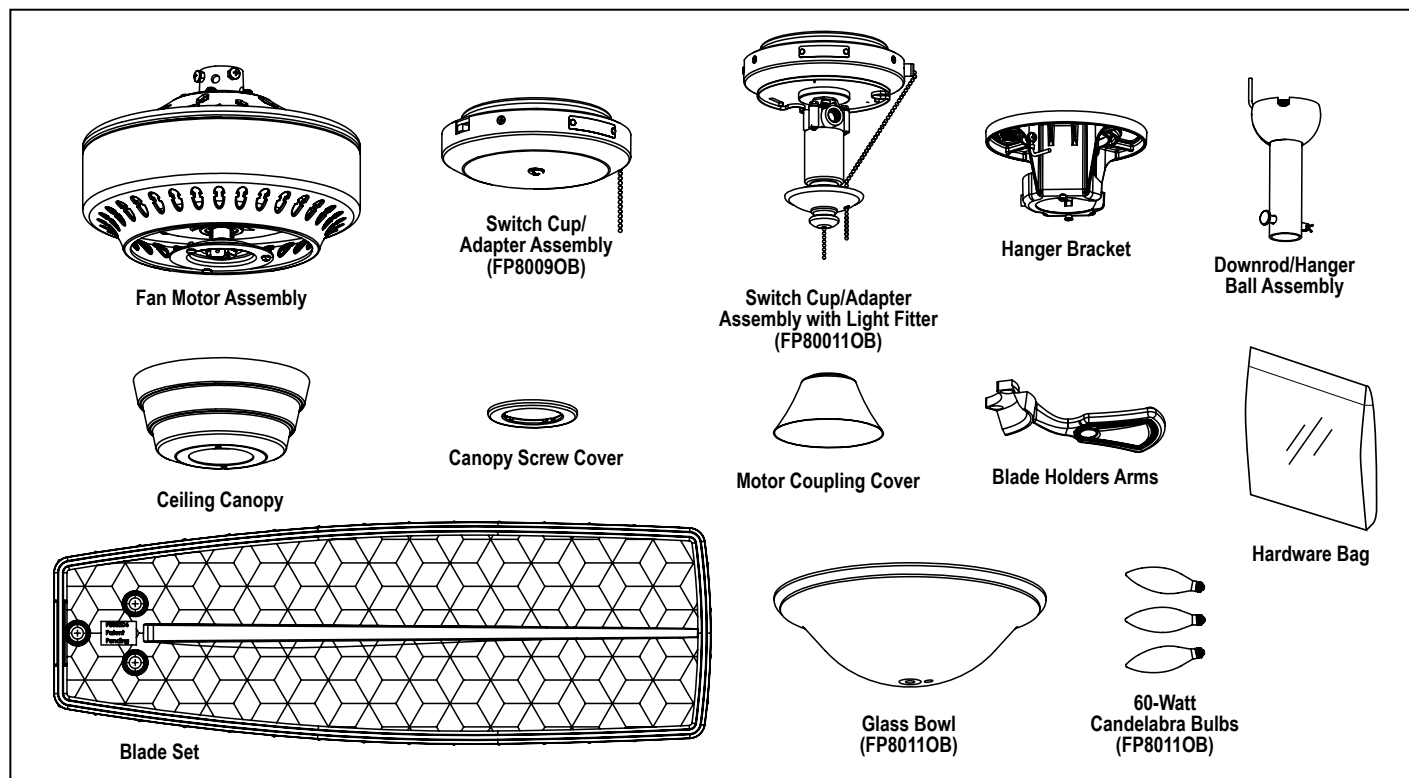
### **⚠ WARNING**

Do not install or use fan if any part is damaged or missing. This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Fanimation. Substitution of parts or accessories not designated for use with this product by Fanimation could result in personal injury or property damage. Contact your retail store for missing or damaged parts.

- Fan Motor Assembly
- Switch Cup/Adapter Assembly (FP8009OB)
- Switch Cup/Adapter Assembly with Light Fitter (FP8011OB)
- Hanger Bracket
- Downrod/Hanger Ball Assembly
- Ceiling Canopy
- Canopy Screw Cover
- Motor Coupling Cover
- Blade Holder Arms
- Blade Set
- Glass Bowl (FP8011OB only)
- Hardware bags:
  - 1/4-20 x 14 screws with lock washers (blade holder to fan motor hub)
  - 3/16-24 x 7.5 washer-head screws (blade to blade holder)
  - Fiber washers
  - Phillips screwdriver, 4"
  - Four wire connectors
  - Chain fob/coupler
  - Balance Kit
  - Pull Chain Kits Asm. Light Kit (FP8011OB only)

1. Check to see that you have received the following parts:

**NOTE:** If you are uncertain of part description, refer to exploded view illustration. (Figure 1, page 11)



# Energy Efficient Use of Ceiling Fans

Ceiling fan performance and energy savings rely heavily on the proper installation and use of the ceiling fan. Here are a few tips to ensure efficient product performance.

## Choosing the Appropriate Mounting Location

Ceiling fans should be installed, or mounted, in the middle of the room and at least 7 feet above the floor and 18 inches from the walls. If ceiling height allows, install the fan 8 - 9 feet above the floor for optimal airflow. Consult your Fanimation Retailer for optional mounting accessories.

## Turn Off When Not in the Room

Ceiling fans cool people, not rooms. If the room is unoccupied, turn off the ceiling fan to save energy.

## Using the Ceiling Fan Year Round

**Summer Season:** Use the ceiling fan in the counter-clockwise direction. The airflow produced by the ceiling fan creates a wind-chill effect, making you "feel" cooler. Select a fan speed that provides a comfortable breeze, lower speeds consume less energy.

**Winter Season:** Reverse the motor and operate the ceiling fan at low speed in the clockwise direction. This produces a gentle updraft, which forces warm air near the ceiling down into the occupied space. Remember to adjust your thermostat when using your ceiling fan - additional energy and dollar savings could be realized with this simple step!

# Electrical and Structural Requirements

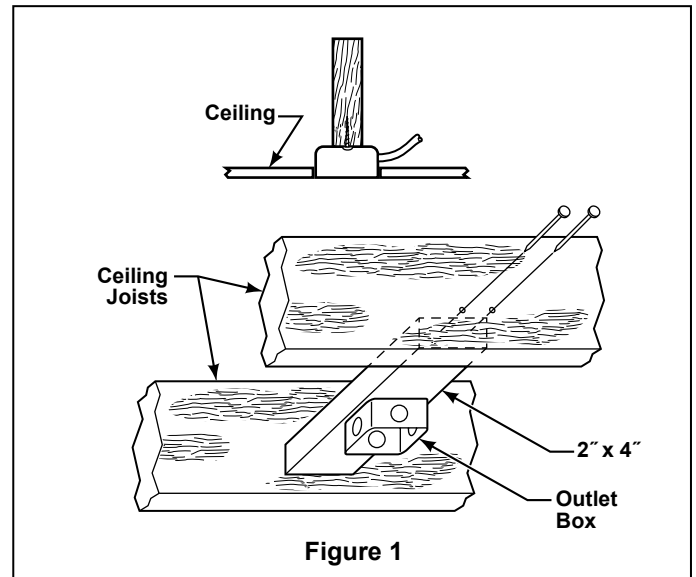
Your new ceiling fan will require a grounded electrical supply line of 120 volts AC, 60 Hz, 15 amp circuit. The outlet box must be securely anchored and capable of withstanding a load of at least 35 lbs. **Figure 1** depicts different structural configurations that may be used for mounting the outlet box.

## ⚠ WARNING

To reduce the risk of fire, electrical shock, or personal injury, mount fan to outlet box marked acceptable for fan support. Use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

## ⚠ WARNING

Turning off wall switch is not sufficient. To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring. All wiring must be in accordance with National and Local codes and the ceiling fan must be properly grounded as a precaution against possible electrical shock.

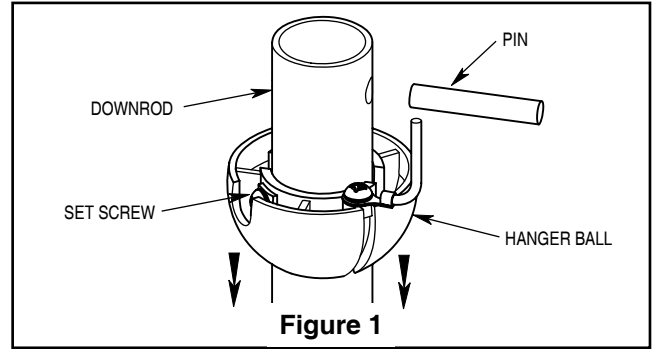


## ⚠ WARNING

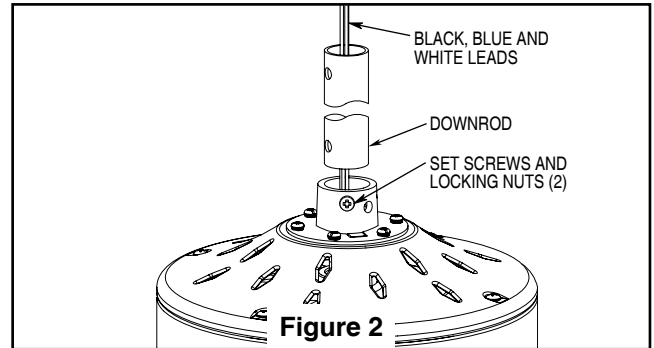
To avoid fire or shock, follow all wiring instructions carefully. Any electrical work not described in these instructions should be done or approved by a licensed electrician.

# How to Assemble Your Ceiling Fan

- 1. Remove the hanger ball portion from the downrod/hanger ball assembly by loosening the set screw in the hanger ball until the ball falls freely down the downrod. Remove the pin from the downrod, then remove the hanger ball. Retain the pin and hanger ball for reinstallation in Step 4. (Figure 1)

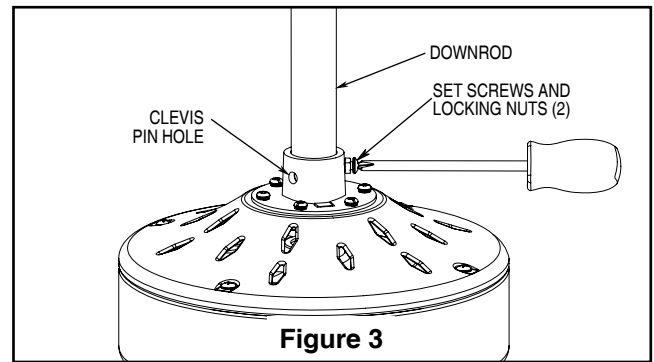


- 2. Loosen the two set screws in the downrod support of the motor assembly. Route the black, white and blue wires through the downrod. (Figure 2)

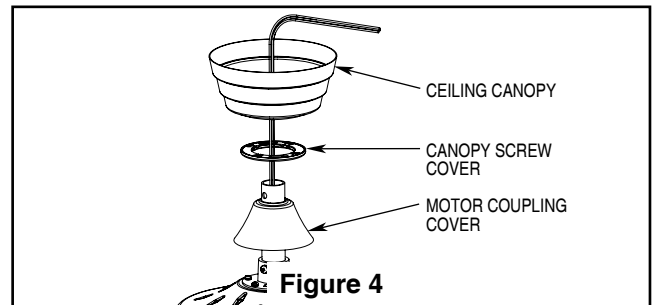


- 3. Slide downrod into the downrod support on top of the motor. Install the clevis pin by aligning the holes in the downrod support with holes in the downrod. Secure clevis pin with hairpin clip. Tighten the two set screws with nuts in the downrod support. (Figure 3)

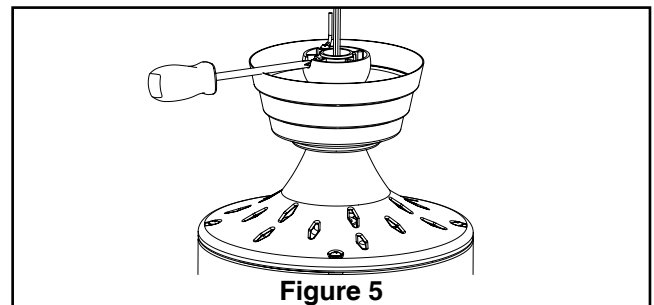
**⚠ WARNING**  
 It is critical that the clevis pin in the downrod support is properly installed and the set screws and nuts are securely tightened. Failure to do so could result in the fan falling.



- 4. Route wires through Motor Coupling Cover, Canopy Screw Cover and Ceiling Canopy. (Figure 4)



- 5. Reinstall the hanger ball on the downrod as follows. Route the three 54 in. wires through the hanger ball. Position the pin through the two holes in the downrod and align the hanger ball so the pin is captured in the groove in the top of the hanger ball. Pull the hanger ball up tight against the pin. Securely tighten the set screw in the hanger ball. A loose set screw could create fan wobble. (Figure 5)



# How to Assemble Your Ceiling Fan (continued)

- 6. Cut off excess lead wire approximately 6 to 9 inches above top of the top of the downrod. Strip insulation off 1/2 inch from the end of each lead wire. (Figure 6)

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

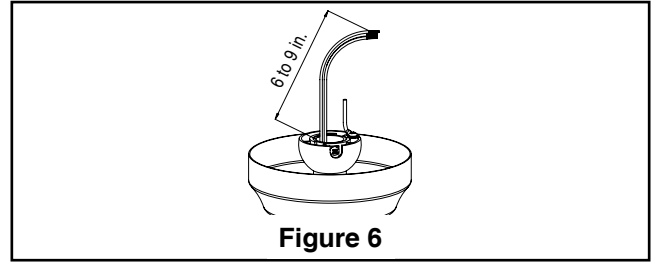


Figure 6

## How to Hang Your Ceiling Fan

### ⚠ WARNING

To avoid possible fire or shock, be sure electricity is turned off at the main fuse box before hanging. (Figure 7)

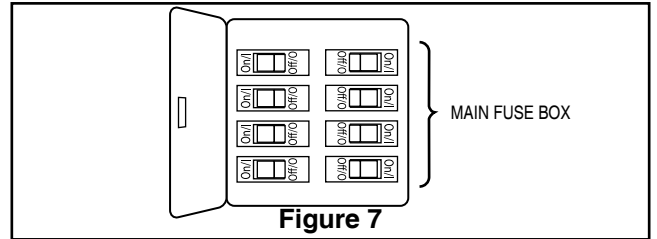


Figure 7

**NOTE:** If you are not sure if the outlet box is grounded, contact a licensed electrician for advise, as it must be grounded for safe operation.

### ⚠ WARNING

The fan must be hung with at least 7' of clearance from floor to blades. (Figure 8)

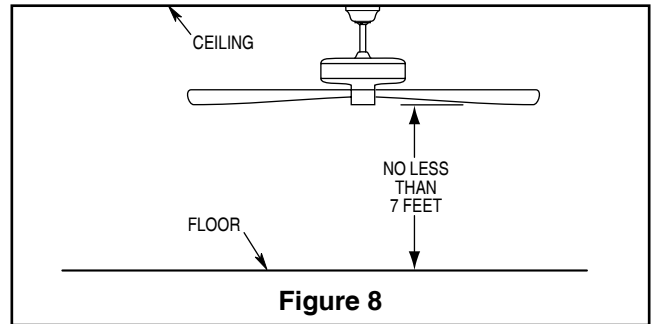


Figure 8

- 1. Securely attach the hanger bracket to the outlet box using the outlet box screws and washers supplied with the outlet box. (Figure 9)

### ⚠ WARNING

The outlet box must be securely anchored. Hanger bracket must seat firmly against outlet box. If the outlet box is recessed, remove wall board until bracket contacts box. If bracket and /or outlet box are not securely attached, the fan could wobble or fall.

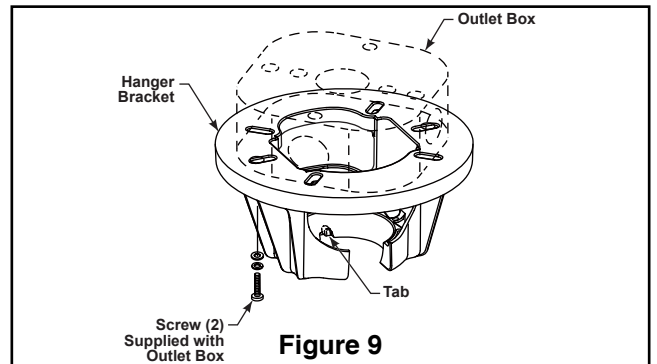


Figure 9

- 2. Carefully lift the fan and seat the downrod/hanger ball assembly on the hanger bracket that was just attached to the outlet box. Be sure the groove in the ball is lined up with tab on the hanger bracket. (Figure 10)

### ⚠ WARNING

Failure to seat tab in groove could cause damage to electrical wires and possible shock or fire hazard.

### ⚠ WARNING

To avoid possible shock, do not pinch wires between the hanger ball assembly and the hanger bracket.

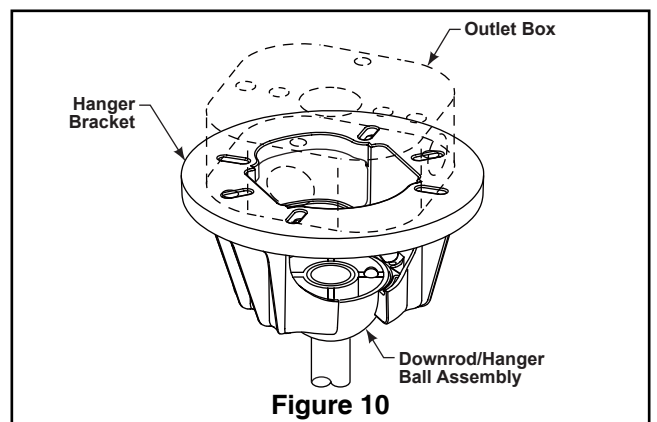
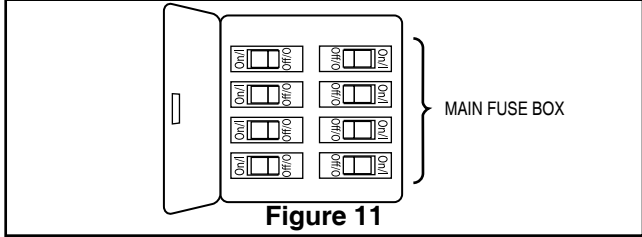


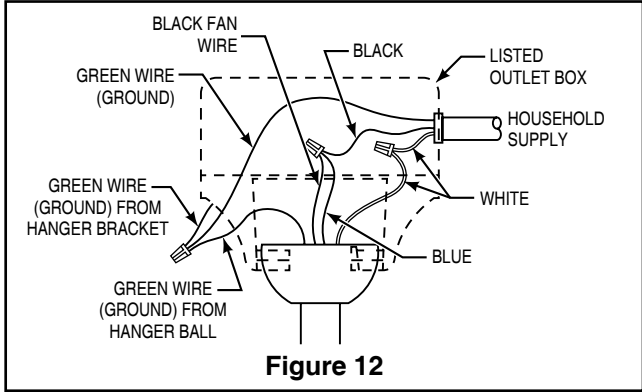
Figure 10

# How to Wire Your Ceiling Fan


**⚠ WARNING**  
**To avoid possible fire or shock, be sure electricity is turned off at the main fuse box before hanging. (Figure 11)**



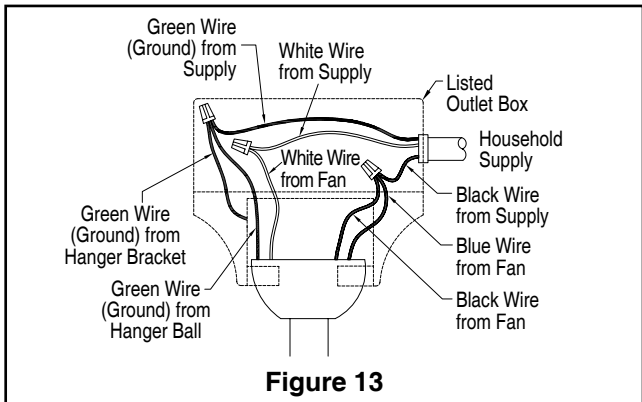
1. Connect the green grounding lead from the hanger ball and the green grounding lead from the hanger bracket to the supply grounding conductor (this may be a bare wire or wire with green colored insulation). Securely connect wires with wire connectors supplied. (Figure 12)



2. Securely connect the white fan motor wire to the white supply (neutral) wire using wire connector supplied. Securely connect the black fan motor wire and blue wire to the black supply wire using wire connector supplied. (Figure 12)

**HARDWARE USED:**  
 WIRE CONNECTORS  X 6

3. After splicing and making the wire connections, the wires should be spread apart and turned upward with the grounded conductor and the equipment-grounding conductor on one side of the outlet box and the ungrounded conductor on the other side of the outlet box. (Figure 13)

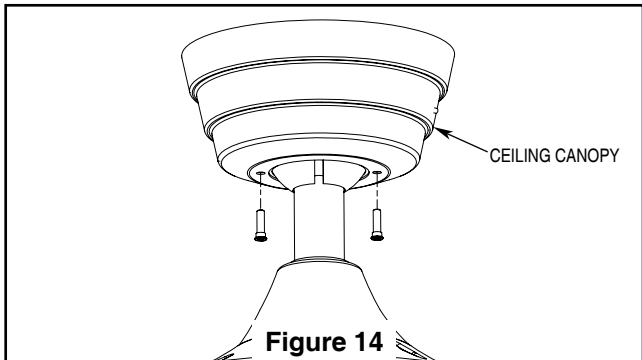


**⚠ WARNING**  
**Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire. Do not operate fan until the blades are in place. Noise and fan damage could result.**

# Installing the Canopy Housing

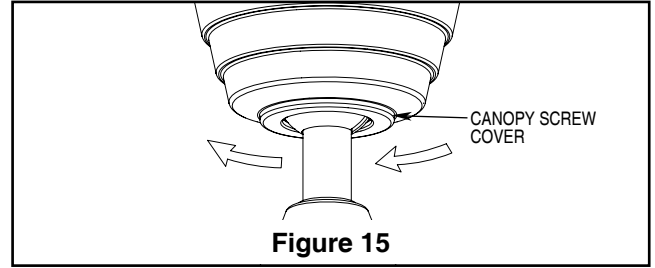
1. Remove the two shoulder screws in the hanger bracket. Align holes in the canopy with holes in the hanger bracket and securely attach canopy using the two shoulder screws from the hanger bracket. (Figure 14)

**⚠ WARNING**  
**To avoid possible fire or shock, make sure that the electrical wires are completely inside the canopy housing and not pinched between the housing and the ceiling.**



## Installing the Canopy Housing (continued)

- 2. Securely attach and tighten the canopy screw cover over the shoulder screws in the hanger bracket utilizing the key slot twist-lock feature. (Figure 15)

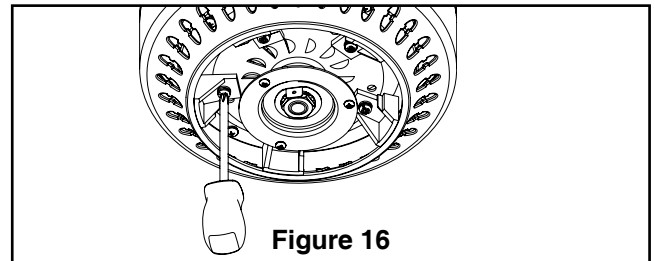


## How to Assemble the Blades

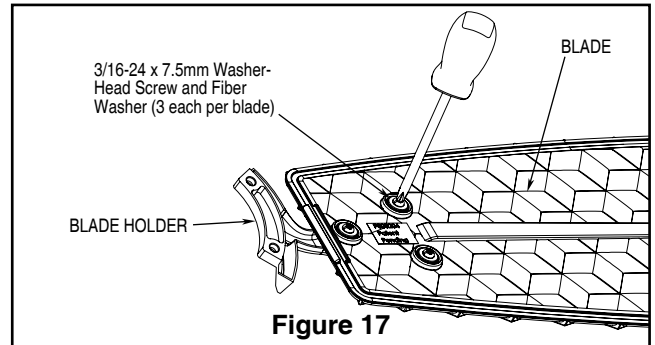
- 1. Remove and discard the five rubber motor stops from the motor assembly by removing the screws. (Figure 16)

**⚠ CAUTION**

**Do not connect fan blades until the fan is completely installed. Installing the fan with blades assembled may result in damage to the fan blades.**



- 2. Position the blade over the blade holder with threaded posts showing. Make sure the bottom edge of the blade is fully seated against the blade arm. With a Phillips screwdriver, tighten 3/16-24x7.5 mm washer head screws with fiber washers to secure the blade to the blade arm. (Figure 17)



### HARDWARE USED:

3/16-24 x 7.5 mm  
WASHER-HEAD  
SCREWS X 15

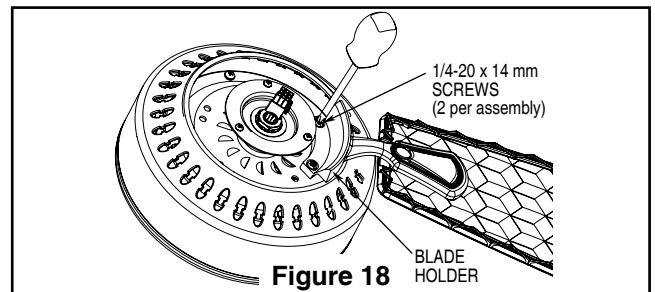
FIBER WASHER X 15

- 3. Attach blade holders to the motor hub using the 1/4-20x14 mm screws. (Figure 18)

*NOTE: Periodically check blade holder hardware and resecure if necessary.*

**⚠ CAUTION**

**To reduce the risk of personal injury, do not bend the blade holders when installing, balancing the blades or cleaning the fan. Do not insert foreign objects in between the rotating blades.**



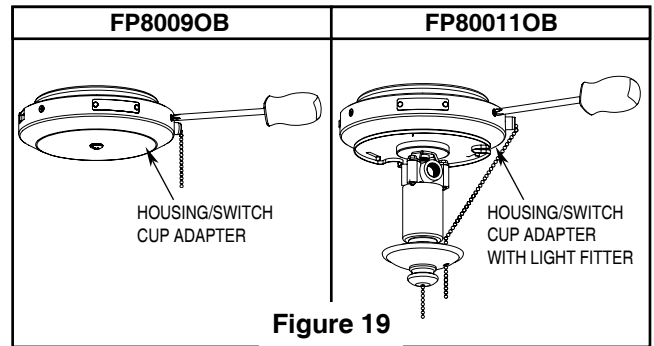
### HARDWARE USED:

1/4-20 x 14 mm  
SCREWS X 10

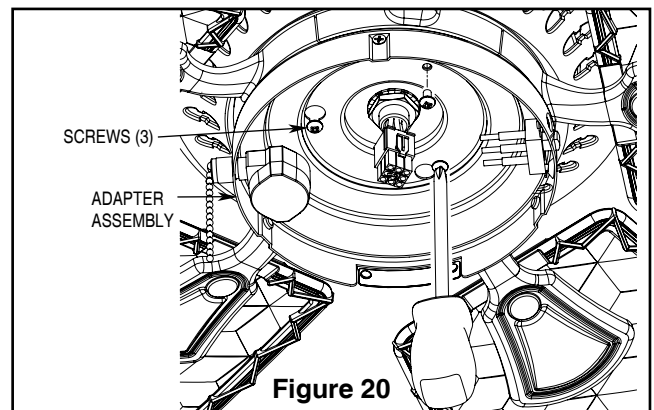


# Housing/Switch Cup Adapter Assembly

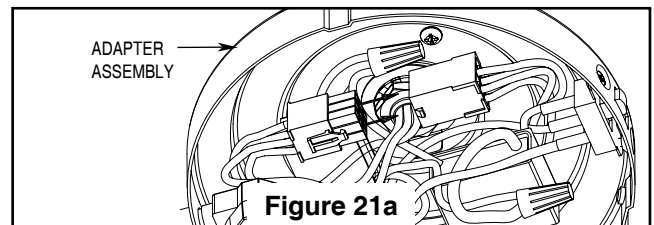
- 1. Disassemble the housing switch cup/adapter assembly by removing three screws. (Figure 19)



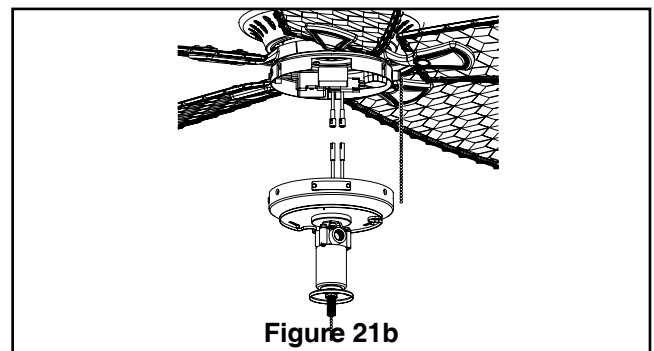
- 2. Remove one of the three screws in the support bracket. Slightly loosen the remaining two screws. Assemble the adapter assembly to the housing support bracket using the two key slots in the adapter assembly. Replace the third screw and securely tighten all three screws. (Figure 20)



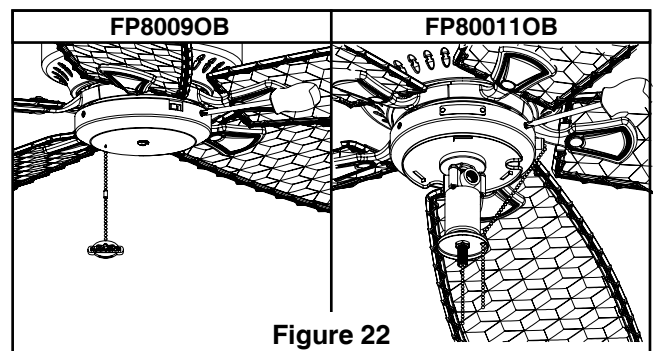
- 3a. Securely attach the 9-pin switch cup connector to the wiring harness socket within the adapter assembly. (Figure 21a)



- 3b. **<<FP80110B ONLY>>** Connect the 2-pin connector from the switch cup housing light fitter to the 2-pin connector from the motor assembly. (Figure 21b)



- 4. Install the housing switch cup onto the assembled adapter with the three screws removed in step 1. (Figure 22)



# Light Kit Assembly—FP80110B ONLY

1. Install included candelabra bulbs into each of the three sockets. (Figure 23)

## CAUTION

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

Use only with light kits marked suitable for use in Damp Locations.

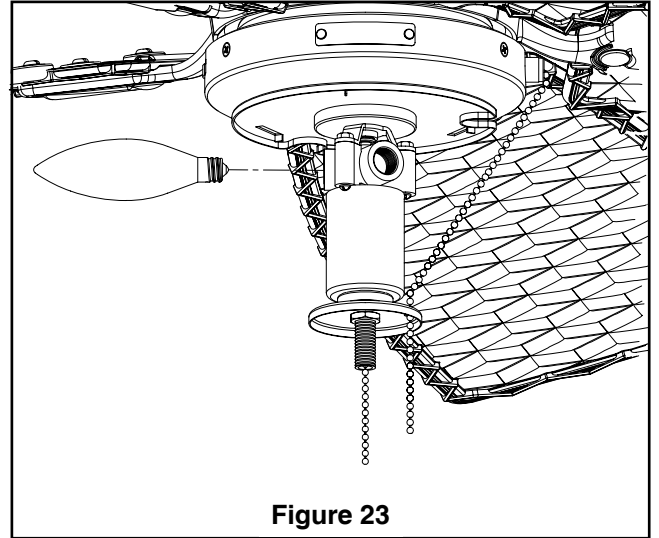


Figure 23

2. Secure glass bowl to light fitter using supplied nut. Next, install trim cover followed by the finial. Do not over tighten. (Figure 24)

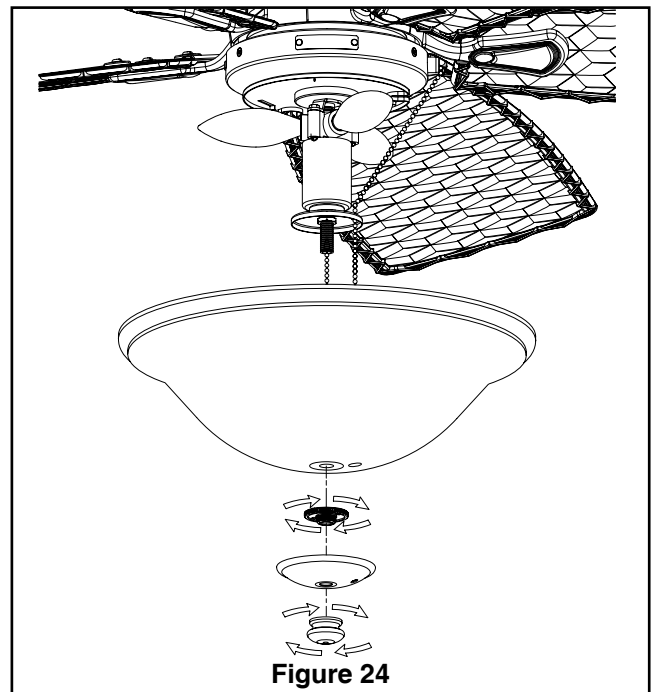


Figure 24

3. Install pull chains and fobs. (Figure 25)

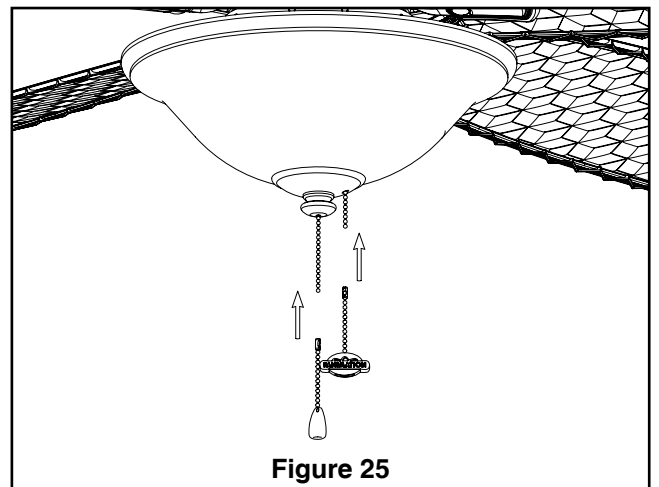


Figure 25

# Pull Chain Operating Instructions

1. Restore electrical power to the outlet box by turning the electricity on at the main fuse box. (Figure 26)

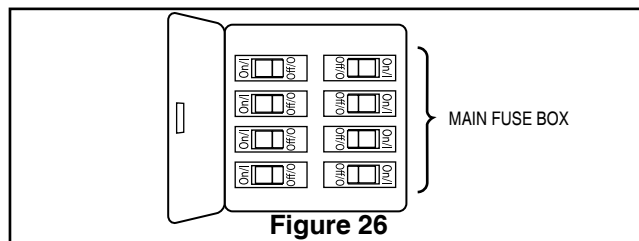


Figure 26

2. Check the operation of the fan by gently pulling on the fan speed pull chain. (Fig. 27)

Pull Chain Operating Sequence	
1 <sup>st</sup> Pull	High
2 <sup>nd</sup> Pull	Medium
3 <sup>rd</sup> Pull	Low
4 <sup>th</sup> Pull	Off

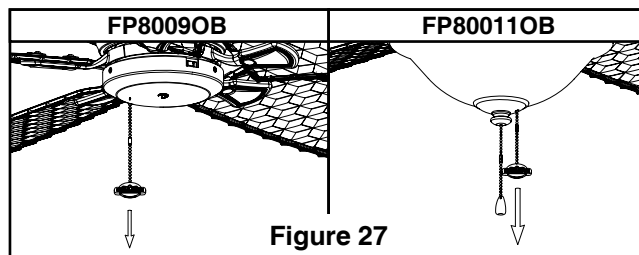


Figure 27

3. If airflow is desired in the opposite direction, turn the fan off and wait for the blades to stop turning. Then slide the reverse switch to the opposite position and turn fan on again. Your fan model is equipped with a 4-position, 3-speed, pull chain switch. (Figure 28)

Reverse Switch Information		
Season	Rotation Direction	Switch Position
Summer	Counter-Clockwise	Right
Winter	Clockwise	Left

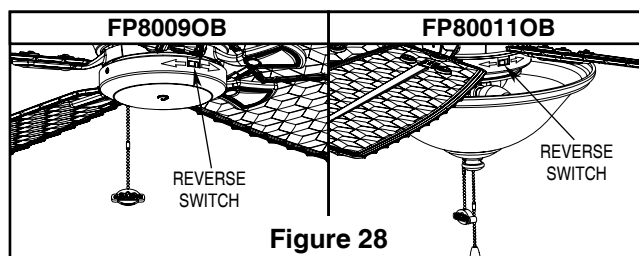


Figure 28

4. **<<FP8011OB ONLY>>** Check the operation of the down light by gently pulling on the light pull chain. (Figure 29)

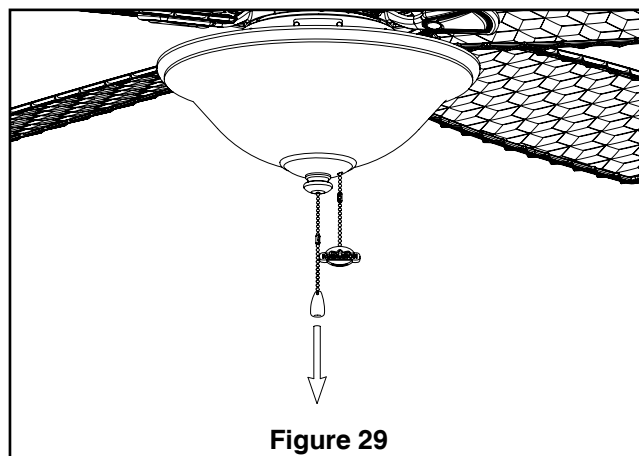


Figure 29

## Maintenance

Periodic cleaning of your new ceiling fan is the only maintenance necessary.

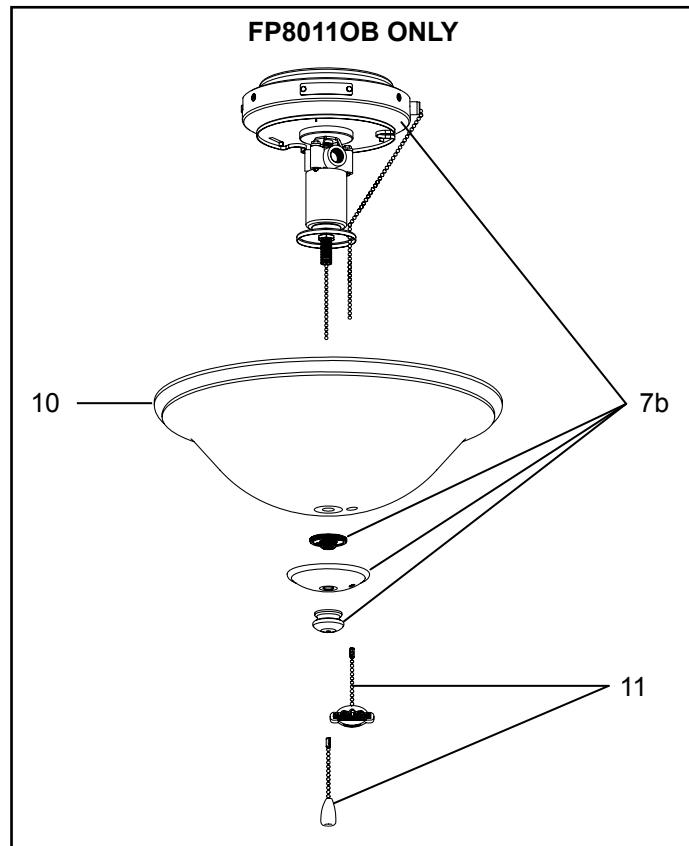
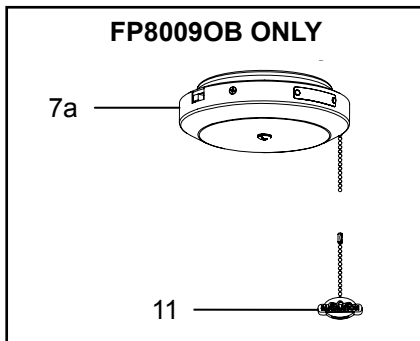
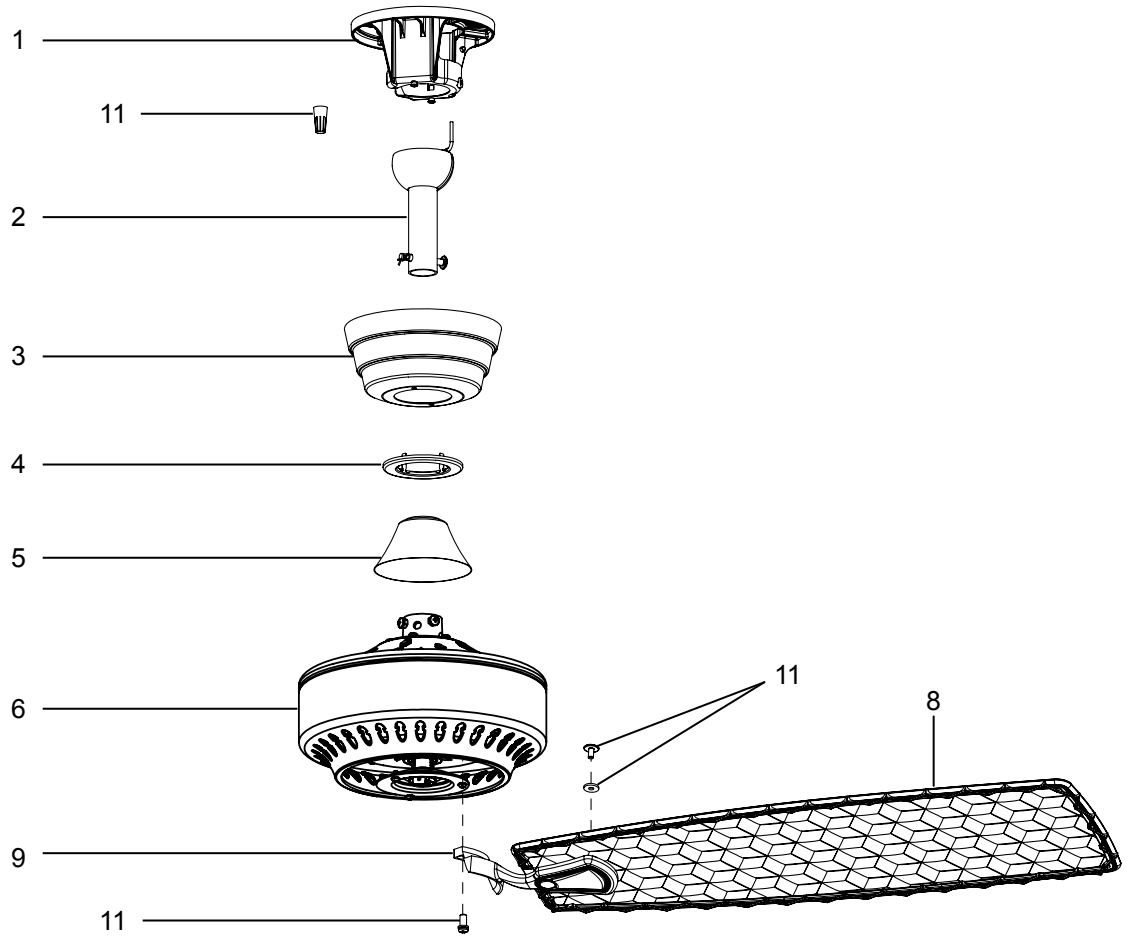
When cleaning, use only a soft brush or lint free cloth to avoid scratching the finish.

Abrasive cleaning agents are not required and should be avoided to prevent damage to finish.

### **CAUTION**

Do not use water when cleaning your ceiling fan. It could damage the motor or the blades and create the possibility of electrical shock.

# FP8009OB & FP8011OB Exploded-View



**NOTE:** The illustration shown is not to scale or its actual configuration may vary

# Trouble Shooting

## ⚠ WARNING

For your own safety turn off power at fuse box or circuit breaker before trouble shooting your fan.

Trouble	Probable Cause	Suggested Remedy
<b>1. FAN WILL NOT START</b>	<ol style="list-style-type: none"> <li>1. Fuse or circuit breaker blown.</li> <li>2. Loose power line connections to the fan, or loose switch wire connections in the switch housing.</li> <li>3. Reversing switch in neutral position.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check main and branch circuit fuses or circuit breakers.</li> <li>2. Check line wire connections to fan and switch wire connections in the switch housings.</li> </ol> <p style="text-align: center;"><b>CAUTION: Make sure main power is turned off !</b></p> <ol style="list-style-type: none"> <li>3. Make sure reversing switch position is all the way to one side.</li> </ol>
	<b>2. FAN SOUNDS NOISY</b>	<ol style="list-style-type: none"> <li>1. Blades not attached to fan.</li> <li>2. Loose screws in motor housing.</li> <li>3. Screws securing fan blade holders to motor flywheel are loose.</li> <li>4. Wire connectors inside housing rattling.</li> </ol>
<b>3. FAN WOBBLER EXCESSIVELY</b>		<ol style="list-style-type: none"> <li>1. Setscrew in downrod support is loose.</li> <li>2. Setscrew in downrod/hanger ball assembly is loose.</li> <li>3. Screws securing fan blade holders to motor hub are loose.</li> <li>4. Blade holders not seated properly.</li> </ol>
	<b>4. NOT ENOUGH AIR MOVEMENT</b>	



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