Cloud
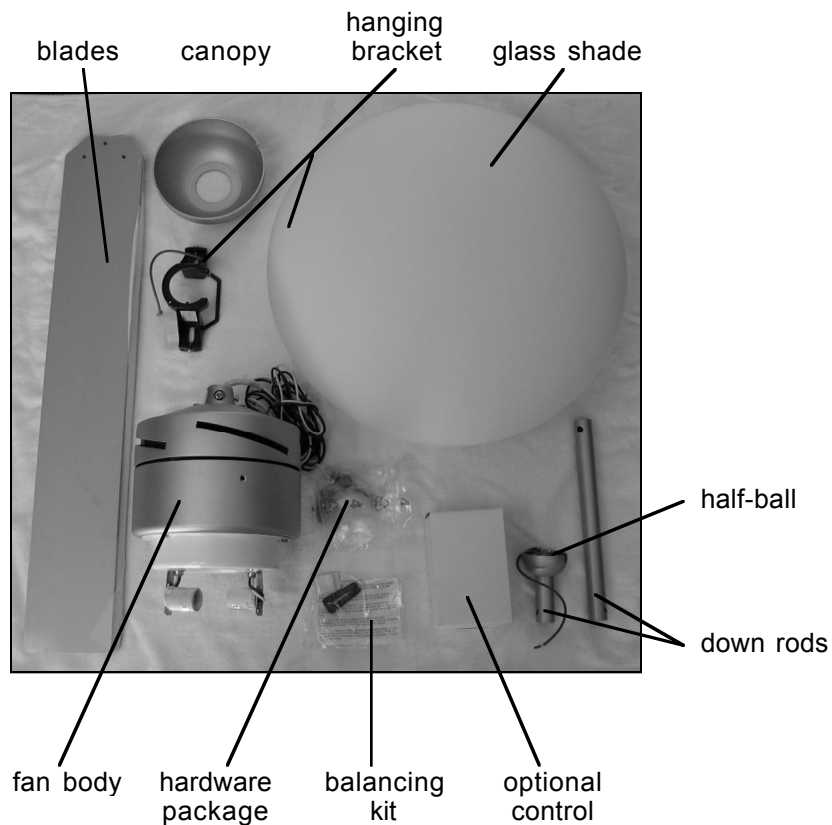
A Collection of Ceiling Fans
THE MOD-ERN FAN CO
Designed by Ron Rezek

Cloud Fan- Installation instructions

Should you have any questions or difficulty installing your new fan, please contact Modern Fan Co. customer service immediately.

Note: Power supply must be turned off prior to any contact with electrical wires. It is recommended that a licensed electrician be hired to install your ceiling fan.

(1) Remove and identify contents of carton.

blades   canopy   hanging bracket   glass shade

half-ball

down rods

fan body   hardware package   balancing kit   optional control
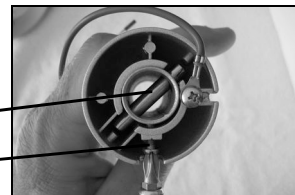
(2) Using machine screws from hardware package or existing screws in junction box, securely attach hanging bracket to ceiling junction box.
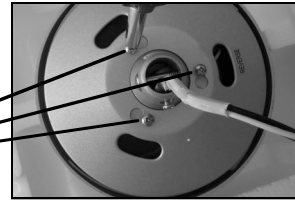
(3) Remove stopper pin and half ball from small down rod by loosening set screw on half ball. Set parts aside for reinstallation in step **(10)**.

stopper pin

set screw

(4) Using packing foam to position fan body in an upright and stable position, remove the rotor cover by loosening the three cover screws. Set the cover aside for reinstallation in step **(8)**.
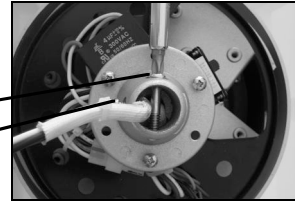
cover screws

(5) Remove the stopper screw and loosen the set screw on the fan collar. Set the stopper screw aside for step **(6)**.
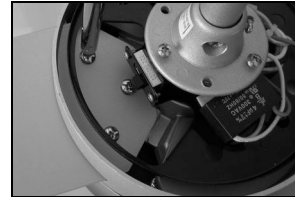
stopper screw

set screw

(6) Run fan wires through selected down rod. Reinstall stopper screw from step **(5)** and firmly tighten set screw on fan collar against down rod.

Note: If ceiling height allows, using a longer down rod will increase airflow and efficiency.

(7) Insert one blade at at time into rotor slot, aligning with "pie-slice" opening in black plate. Using blade screws from hardware package, secure blade to rotor. Start all three screws before completely tightening. Repeat for all blades.

(8) Making sure to align opening labeled "reverse" over the reverse switch, reinstall rotor cover from step **(4)** by tightening all three cover screws.

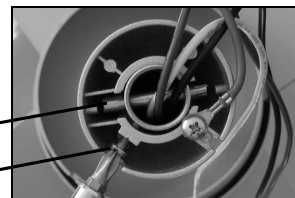**(9)** Slide fan canopy over down rod and carefully rest on top of fan body.

canopy

(10) Reinstall half ball from step **(3)** on end of down rod. Be sure that stopper pin is inserted through down rod and seated in half ball. Tighten set screw against down rod.

stopper pin

set screw

(11) Lift fan to ceiling and set half ball in the hanging bracket so that the ridge on the edge of the hanging bracket is seated in the slotted channel in the half ball.
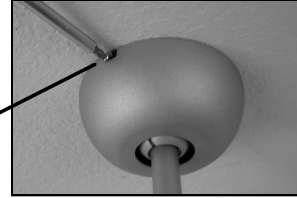
channel and ridge

(12) With fan safely suspended by bracket, make wire connections with wire nuts included in hardware package as described in the **Control Installation Instructions**. If using optional #003, #004 or #005 controls, the receiving unit should be placed inside the arms of the hanging bracket and connected at this time.
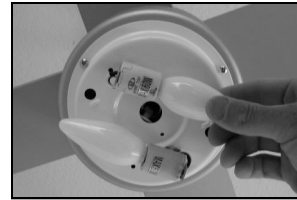
(13) Loosen set screws on the sides of the hanging bracket. Lift canopy to ceiling. Align slots on side of canopy with set screws on hanging bracket, rotate canopy and tighten set screws to hold canopy in place.

set screw

(14) Carefully install lamps:
  - 2x 60W Candelabra
    or
  - 2x 26W GU-24 compact fluorescent (if ordered)

(15) Carefully install the glass shade using the thumb screws included in the hardware package. The holes in the glass shade must be aligned with the holes in the fan body. Use extreme care and do not over tighten.

Tip 1: A second pair of hands can be very helpful.

Tip 2: Only partly screw in each fastener until all three are in place. Then tighten just firmly enough to keep glass from moving. DO NOT overtighten.

(16) Install optional wall control as described in the control installation instructions.

(17) Your fan is reversible for summer and winter operation. The reverse switch is located on the top of the fan body. When reading the REVERSE label, the LEFT position is for summer and the RIGHT position is for winter.

reverse switch

(18) The rotor and motor of your fan have been dynamically balanced at the factory. In addition, the blades have been matched to the nearest gram to ensure a well balanced ceiling fan. Furthermore, a blade balancing kit has been included with your fan. Please refer to the instructions packaged with the balancing kit should your fan require additional balancing.