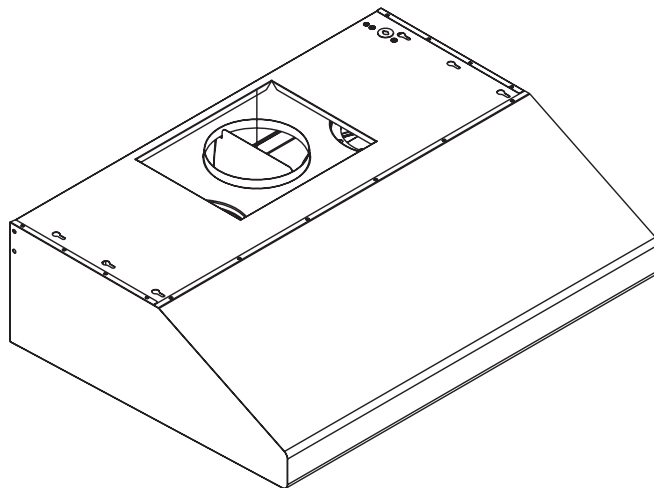


WINDSTER™

MODEL : WS-38 series

OPERATION MANUAL



Please read and save this guide through before using your range hood.
Store the guide away in a safe place so that you will know where it is,
when you want to refer to it.

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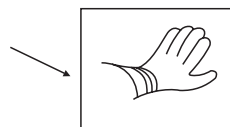
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WARNING

Due to sharp edge, please wear "Safety Workman Gloves"

for installation, cleaning, light bulb changing and dismantling to reduce the risk of any bodily injuries.

Safety Workman Gloves



A. Important Safety Instructions

Read and Save These Instructions

CAUTION- To reduce risk of fire and to properly exhaust air, make sure to properly exhaust air. Be sure to duct air outside- Do not vent exhaust air into spaces within walls, ceilings, attics, crawl spaces, or garages.

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 FIRE, ELECTRIC SHOCK, OR INJURY, OBSERVE THE FOLLOWING:

A. Use this unit only in the manner intended by the manufacturer.

If you have questions, contact the manufacturer.

B. Before servicing or cleaning the unit, switch power off at service panel to prevent power from being switched on accidentally.

C. When the service disconnecting means cannot be blocked, securely fasten prominent warning device such as a tag to service panel.

CAUTION- For general ventilating use only. Do not use to exhaust hazardous or explosive materials and vapours.

WARNING- TO REDUCE THE RISK OF A RANGE TOP GREASE FIRE:

A- Never leave surface units unattended at high settings. Boil over cause smoking and greasy spillovers that may ignite. Heat oils slowly on low or medium settings.

B- Always turn hood on when cooking at high heat or when cooking flaming foods. (ie, Crapes suzetter, charries jubilee, peppercorn beef flambe)

C- Clean ventilating fans frequently. Grease should not be allowed to accumulate on fan or filter.

D- Use proper pan size. Always use cookware appropriate for the size of the surface element.

WARNING- To reduce the risk of injury in the event of a range top grease fire, observe the following:

A- **SMOTHER FLAMES** with a close- fitting lid, cookie sheet, or metal tray, then turn off the burner. Be careful to prevent burns. If the flames do not go out immediately, **EVACUATE AND CALL THE FIRE DEPARTMENT.**

B- **NEVER PICK UP A FLAMING PAN-** You may be burned.

C- **DO NOT USE WATER** including wet dishcloths or towels- a violent steam explosion will result.

D- **USE AN EXTINGUISHER ONLY IF:**

1. You know you have a CLASS ABC extinguisher, and you already know how to operate it.
2. The fire is small and contained in the area where it started.
3. The fire department is being called.
4. You can fight the fire with your back to an exit.

WARNING- Sufficient air is needed for proper combustion and exhausting of gases through the flue (chimney) of fuel burning equipment to prevent back drafting. Follow the heating equipment manufacturer's guideline and safety standards such as these published by the National Fire Protection Association (NFPA), and the American Society for Heating, Refrigeration and Air Conditioning Engineers (ASHRAE), and the local code authorities. Keep the range hood clean.

WARNING- To reduce the risk of fire, use only metal duct work.

B. Safety Notes

1. All electrical work must be done in accordance with local and/or national electrical code as applicable for safety. This product must be grounded if you are unfamiliar with methods of installing electrical wiring, secure the services of a qualified electrician.
2. Turn off power at service entrance before installing wiring or servicing this product. (120 volt for range hood. 220 volt for electric range if any)
3. Turn off power to avoid risk of fire, electric shock, or injury for cleaning or maintenance such as lubrication.
4. Fireplaces, gas furnaces, water heaters, require proper flow of combustion air and exhaust. Make sure this flow is not altered when using any exhaust fan.
5. Please read specification label on product for further information and requirements.
6. Please wear "Safety Gloves" for installation, cleaning, light bulb changing and dismantling to reduce the risk of any injuries.

CAUTION- To reduce the risk of fire and to properly exhaust air, be sure to duct air outside. Do not vent exhaust air into spaces within walls or ceilings or into attics crawl spaces or garages.

C. Tools and Materials Required

- ▶ Drill, electric or ratchet driver, with 3/16" wood bit (for drilling starter holes and 1¼" wood bit (to drill an access holes in the cabinet or kitchen wall for the electric power line)
- ▶ One common screwdriver.
- ▶ Plier (for opening electrical knockout).
- ▶ Two 1" (thick)x2" (wide)x12" (approximate length) wood strips for recessed bottom kitchen cabinet installation only. (Purchase locally).
- ▶ Electrical wire and supplies to comply with local cords.
- ▶ Four 1¼" long flat head wood screws (purchase locally) to mount wood strips.
- ▶ Pencil and ruler for marking locations. Saber saw or keyhole saw for cutting the 1"x2" wood strips to length.

D. Accessory Package

1. Wood screws 3/16" x 1" L 6pcs.
2. Wire connector with spring 3pcs.
3. Washer 6pcs.
4. 6"/7" Vertical starting round collar 1pc.

E. Preparing The Range Hood

1. Remove the top electrical knockout, you may plan to bring power to the range hood either through the cabinet or through the wall (Fig.1)

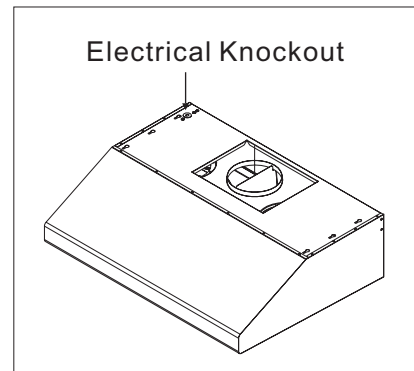


Fig.1

2. Insert a screwdriver into the knockout slot and bend the knockout back and forth. (Fig.2)
3. You may have to use pliers to pull the loosened knockout free. (Fig.3)

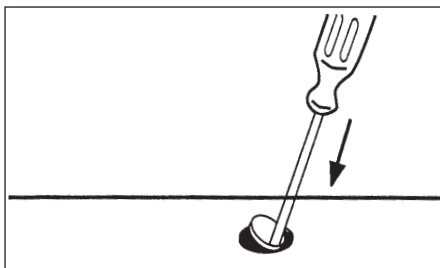


Fig.2



Fig.3

4. When installed, the bottom edge of your range hood should be 28" ~ 32" above the top of the cooking surface. (Fig.4)

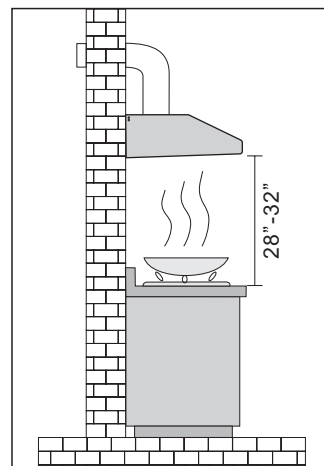


Fig.4

F. Preparing The Installation Location

1. If you want to move the electric range to make room for working on the cabinet turn off the 220 volt power for the electric range at the service entrance.
2. Before moving a gas range, shut off the gas.

NOTE: SKIP FOLLOWING STEPS 3A THROUGH 3D IF THE HOOD IS TO BE MOUNTED ON A CABINET WITH A FLUSH BOTTOM.

3. For installation onto a recessed bottom cabinet:
 - a. Measure the space (under the cabinet between the inside front edge and inside back edge (Fig.5). With a saber saw, cut two 1"x2" wood filler strips (purchased locally) to fill in the bottom of the cabinet.
 - b. Start a 1¼" long wood screw (purchased locally) about 3" from each end of the 1"x2" wood strips (Fig.6)
 - c. Position the strips on the cabinet bottom and screw the strips securely to the cabinet (Fig.7)
 - d. For a more secure installation, drill four 3/16" holes from inside the cabinet, down into the wood filler strips. Insert screws into the starter holes in cabinet and tighten screws until wood filler strips are secured under cabinet.
4. Center the hood in place beneath the cabinet and flush with the front of the cabinet. Mark the following:
 - a. The six keyhole mounting slots for the hood. Mark these onto the bottom of the cabinet; or, if the cabinet bottom is recessed. Onto the wood strips (Fig.7)
 - b. The electrical knockout hole. (Fig.1)

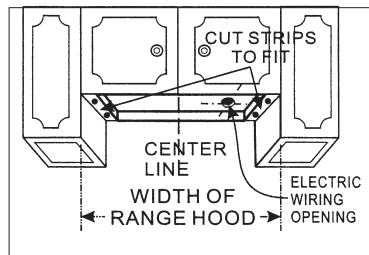


Fig.5

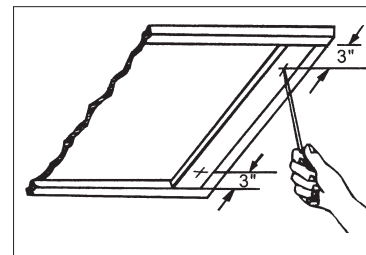


Fig.6

- C. Screw the four 1" wood screws (for mounting the hood) into the exact center of the arrow and into the keyhole mounting slots marked on the cabinet bottom (for flush installations), or marked on the 1"x2" wood strips (for recessed cabinet installation) (Fig.7)
- Do not turn the mounting screws in all the way. Allow 3/8" of screw to project, so the hood can be fitted place.
- (The screws will be tightened later)

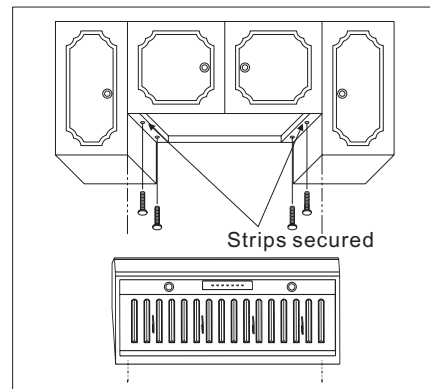


Fig.7

G. Providing Electrical Power

1. After turning off the proper 120 volt circuit at the service entrance, drill out the electrical power line access hole marked on the cabinet bottom or wall. Use a 1 1/4" wood bit. (Fig. 8)
2. Fish the electrical power line through the access hole drilled in the wall or bottom of the cabinet. Attach an appropriate connector (purchased locally) to the end of the power line for the type of wiring being installed. Follow all codes. (Fig.9)

Safety Warning:

If drilling into the walls, be careful not to cut existing electrical cables, which would create a hazard.

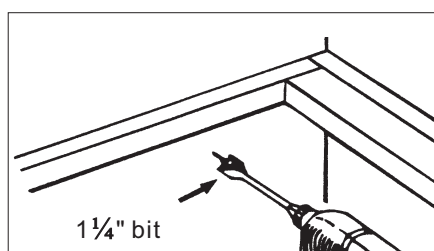


Fig.8

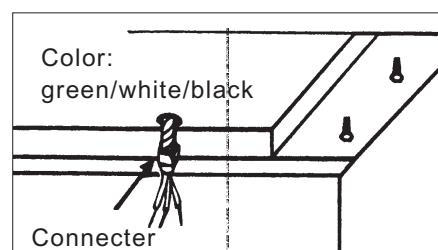


Fig.9

H. Remove and Reinstall Baffle filters



1. Wear safety workman gloves and hold the handles of Baffle filter.



2. Push Baffle filter down ward ①, then pull a little back ②.



3. Lift up the Baffle filter ③.

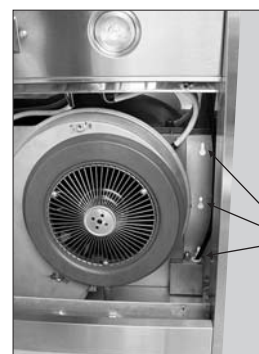


4. Pick up the inner oil collector.

NOTE : Reinstalling Baffle filters. Reverse the steps as removing Baffle filters.

For mounting under cabinet

1. After above step H, then continue the following steps.
2. Remove 2 screws on the spacer(s).
3. Remove spacer(s).
4. Key hole to mount to under cabinet.



I. Maintenance Instruction

1. Maintenance shall be important than repair. Please take care of the needed maintenance in order to secure and extend the excellent functions and using life.

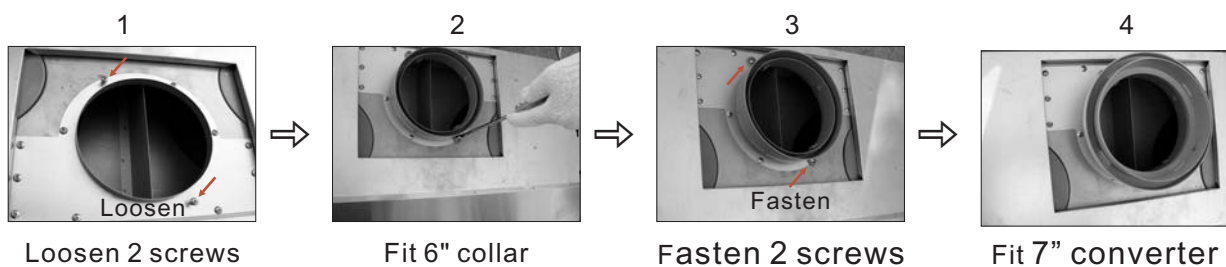
Note : Before repairing the range hood. Disconnect the power source.
2. After using the machine, wipes the machine by neutral detergent in order to keep it clean and maintain the appearance with brightness and sanitation.
3. When the level of dirty oil of the collector reached 4/5 of height, it has to be removed in order to avoid overflowing and pollution.

J. Ducting

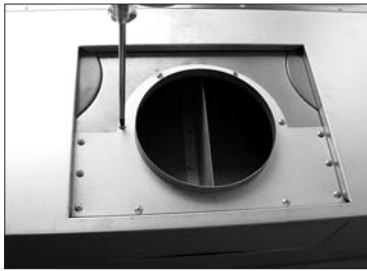
This style of range must be vented via ducting to the outside of the house. Follow general rules when ducting the hood: Use correct size of ducting (6" or 7" round), do not reduce size of ducting, make all turns gradual, no short corners. If ducting ran will be longer than 10 feet enlarge duct by at least 1" inch diameter after each 10 feet. Tape all joints in ducting and all gasketed openings on hood for a tight seal.

For round ducting from the top:

Loosen 2 screws (Ref.1), fit the gray plastic round collar / 6" over the circular opening on top (Ref.2) and fasten 2 screws (included) in order to provide a tight seal for ducting to attach to (Ref.3), if you want to use 7" ducting, take 7" converter (included) to join together with the 6" round collar(Ref.4).



K. Vertical Rectangular Ducting



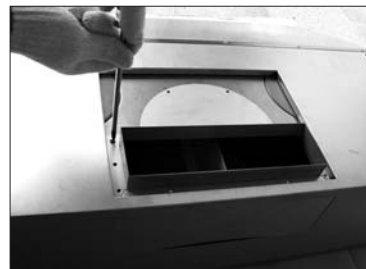
A. Remove the pre-mounted 6" round duct opening.



D. Overlap the rectangular starting collar on the top of transition plate.



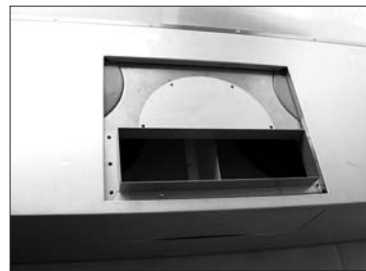
B. Put transition plate by first installing 4 screws on the half round section. (Optional)



E. Mounting rectangular starting collar with remaining screws.




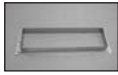
C. Take the rectangular starting collar. (Optional)



F. Completely finished .

NOTE :

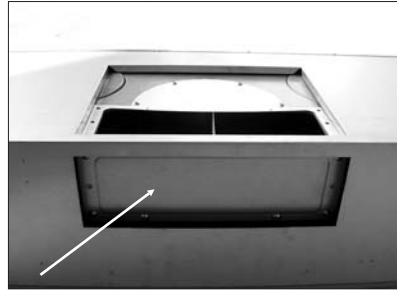
An optional kit for vertical rectangular ducting :

	Transition plate
+	
	Rectangular starting collar (Small)

L. Rear Rectangular Ducting



A. Remove the pre-mounted 6" round duct opening.



D. Pre-mounted rectangular plate.



B. Put transition plate by first installing 4 screws on the half round section. (Optional)



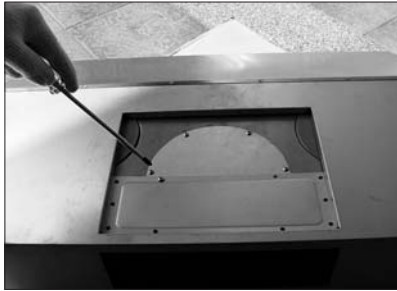
E. Remove the pre-mounted rectangular plate.



C. Use slotted screw driver, (or whatever flat head) to knock out the pre-mounted rear rectangular cap.

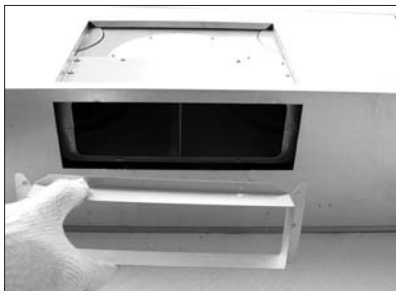
- to be continued -

L. Rear Rectangular Ducting



F. Take the pre-mounted rectangular plate.

G. Mount the rectangular plate (previous removed) on top of transition plate.



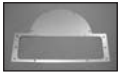
H. Insert appropriate rectangular starting collar (optional) (2 different size)

Ⓐ 11¼" x 3¾" x 1" (L x W x H)

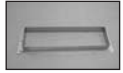
Ⓑ 11¼" x 3¾" x 3⅛" (L x W x H)

NOTE :


An optional kit for rear rectangular ducting :

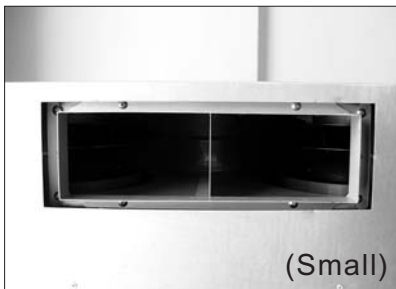

Transition plate

+


Rectangular starting collar
(Small)

or


(Large)



I. Mount rectangular starting collar.
(11¼" x 3¾" x 1")
(optional)

J. Rectangular starting collar.
(11¼" x 3¾" x 3⅛" L x W x H)
(optional)

M. Mounting Range Hood To Cabinet

NOTE : Read “Remove and Reinstall Baffle filter” & “For mounting under cabinet” on page 8.

1. Position the hood in place so that :
 - a. The electrical line is routed through the appropriate Knockout opening. This step will have to be accomplished while positioning the hood (Fig.10)
 - b. The large part of the keyhole mounting slots on the hood fit onto the hood mounting screws projecting from the bottom of the cabinet. (Fig.11)
2. Adjust the hood so the front is flush with the cabinet front.
3. Tighten the hood mounting screws all the way into the cabinet or into the 1" x 2" wood strips so the hood is secure.

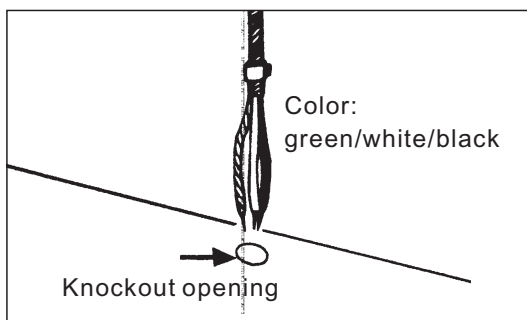


Fig.10

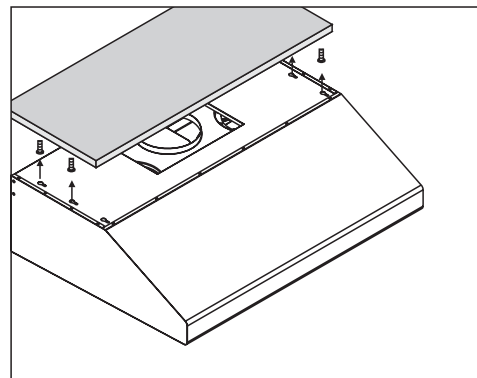
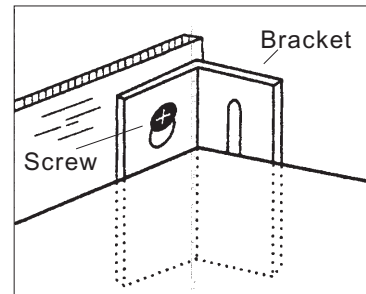


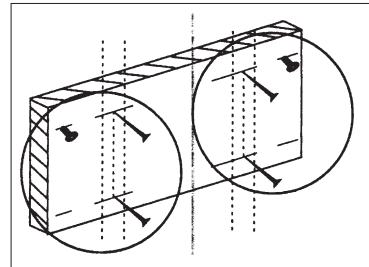
Fig.11

N. Mounting Range Hood Without Cabinet

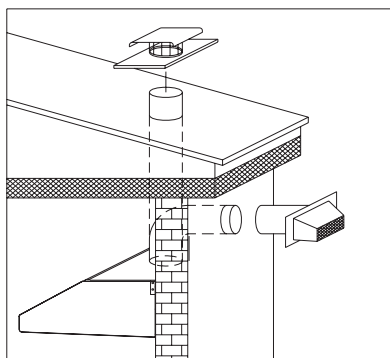
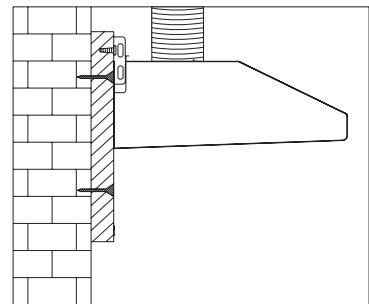
1. Using metal brackets and screws (included), center hood onto board and install screw.



2. Remove the hood from the board and nail the wood board onto the wall. (Be sure the nail is in the center of the stud)



3. Place the range hood on the board and tighten the screw.



4. Completely finished

P. Making The Electrical Connection

1. Remove stainless Baffle filters. (Ref.P8-H)

2. Remove screws on wiring case, fish out wires through the knockout. (Fig.12)

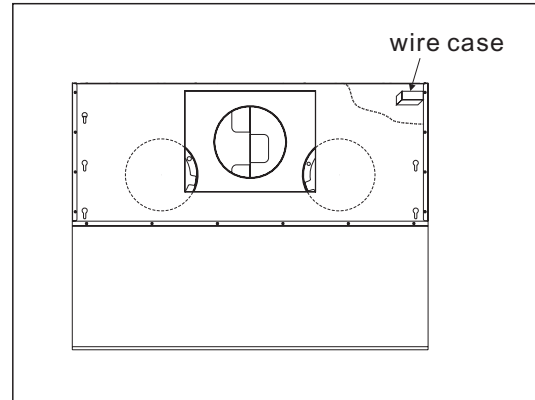


Fig.12

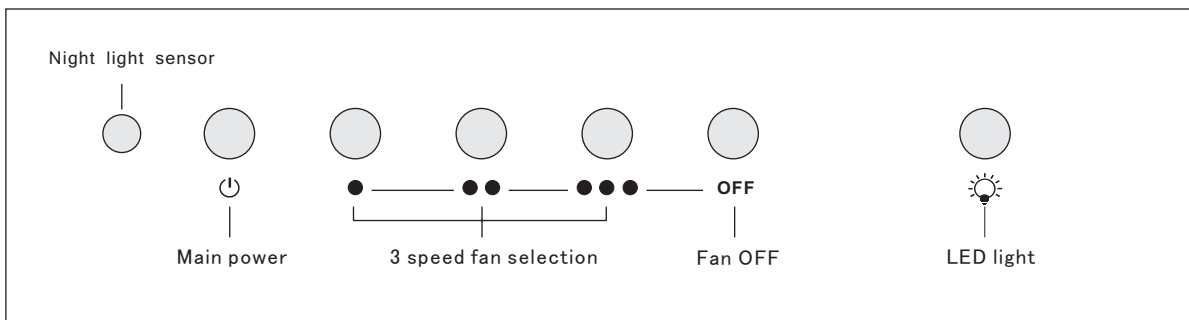
3. Mark the electrical connection by fastening all wires to the existing wall wiring according to the their colors. (Black to Black, White to White, Green to Ground)

4. After connection is done, reinstall wiring case cover and bottom board.

5. Turn on power and check operation of fan and light.

6. After completely installation, reinstall the stainless Baffle filter and oil collector. (Ref. P8-H)


Q. Use and Care



1.  **Main power button**

NOTE: ALL FUNCTIONS CAN BE WORKED ONLY UNDER THE  MAIN POWER IS ON.

A. By pressing  , all functions are stand-by.

B. By pressing  again, all functions will be turned off.

2. Use for Fan

● ——— ●● ——— ●●● ——— OFF : Fan speed selection and fan off.

A. Fan ON: When the ⏻ main power button is being pressed, by pressing button ● / ●● / ●●● for desired fan speed.

- | | |
|-----|----------------|
| ● | - slow speed |
| ●● | - medium speed |
| ●●● | - high speed |

B. Fan OFF: To turn off the fan, just press the OFF button, or press off the ⏻ main power button.

NOTE: a. The fan speed can be interchanged by pressing any one of above 3 buttons, however.

b. **NEVER PRESS ANY OF TWO BUTTONS IN A TIME.**

3. Use for Light

NOTE: MAKE SURE THE ⏻ MAIN POWER BUTTON IS PRESSED BEFORE TURNING ON THE LED LIGHT.

A. Press 💡 to turn on the LED light.

B. Press 💡 again to turn off the LED light.

4. Use for Auto-sensor LED night light

NOTE: MAKE SURE THE ⏻ MAIN POWER BUTTON IS PRESSED BEFORE TURNING ON THE LED LIGHT.

A. The auto-sensor of LED night light will be automatically turn on at 20% brightness compare to original when the surroundings is getting darker (or dark).

B. When the surroundings is getting brighter (or bright), the auto-sensor will turn the night light off automatically.

C. To turn off the auto-sensor night light button, after cooking turns off the ⏻ main power button. To keep this function, remain the ⏻ main power button always ON.

Note:

Range hood should be turn on either before or the same time when cooking begins. After cooking, range hood should be kept on for about 3 more minutes for complete ventilation of cooking odor.

Care Instruction :

Please always pull the plug out before cleaning or dismantling, wear "Safety gloves " to reduce the risk of any injuries.

Exterior : Can be cleaned with any type of non-abrasive detergent and a clean cloth. "Green Pad" or any metal type cleaning pad is not recommended for exterior. **As those may scratch the graphic wordings on control panel.**


Interior : 1. Switch ON the fan at High, mix mild detergent with water in mist-sprayer, at fine-spray mixture on to the blades for 60 seconds with the fan running. (mist sprayer is not included)

2. Leave fan on for an additional 3 minutes to dry oil basin.
3. Repeat on other turbine vane (can be cleaned simultaneously with the first).

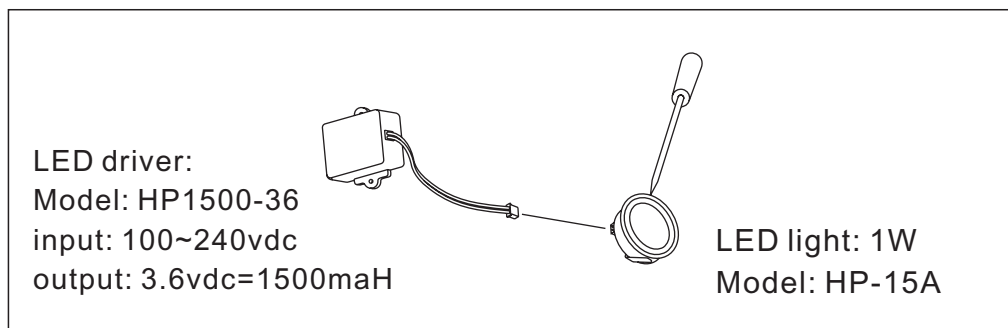
R. Troubleshootings

Symptom	Correction
Fan are not operatable.	A. Check power source to see if it is normal. B. Check power inlet plug to see if it is plugged firmly into it's socket.
Illuminating LED light does not work	A. Disconnect the power source. B. Check LED light, replace it with a new one if it is burned out.
Hood vibrates.	A. Check for damaged vanes. B. Check if exhaust duct is secured.

S. Replace The LED Light

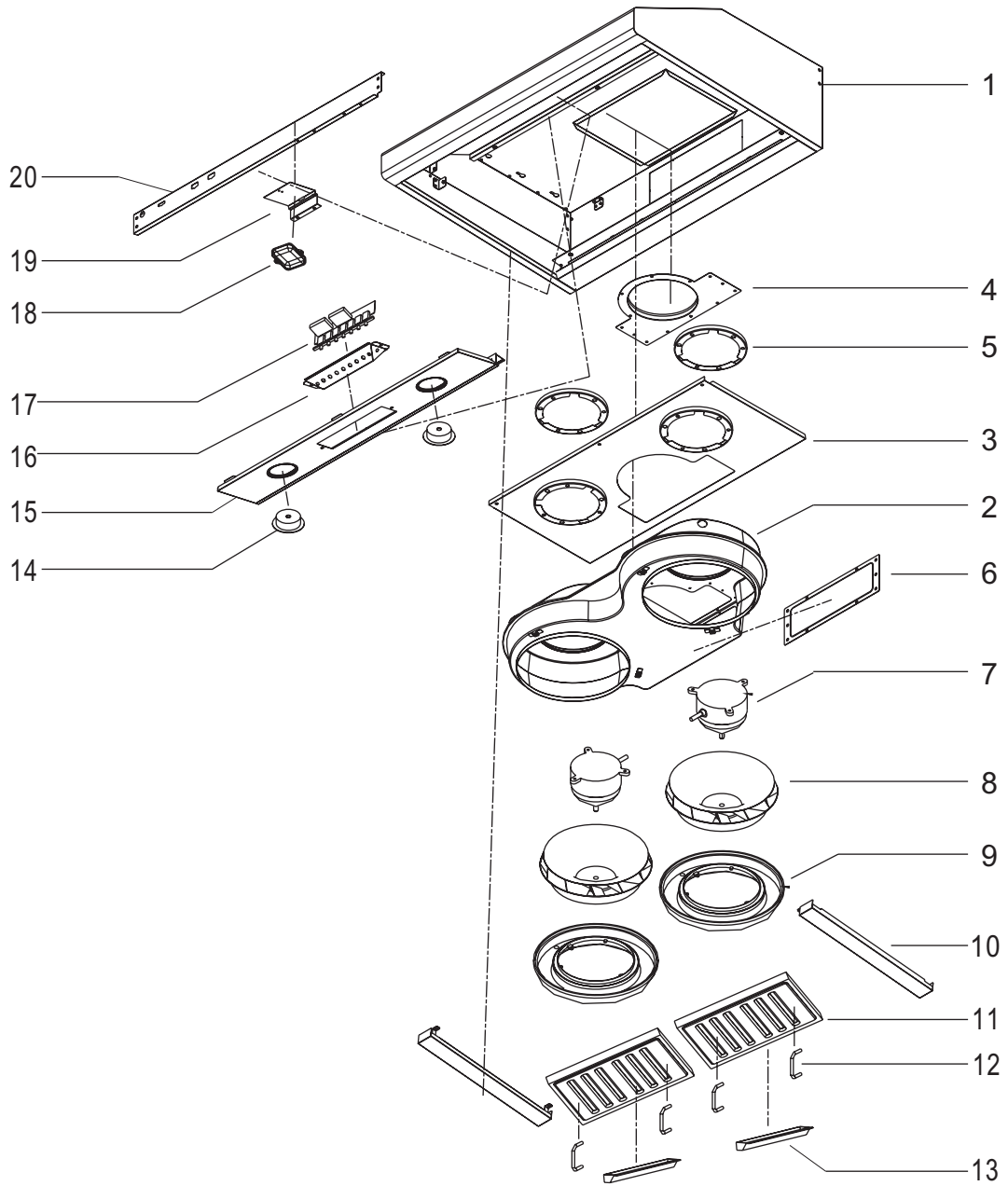
Before changing LED light ensure the unit is pressed the  main power button off, when you want to change the LED light please always wear working gloves.

1. Using suitable tool (small slotted screw driver) gently pry off the LED light set.
2. Taking off the wire connecter with LED light set.
3. Replace a new LED light set and reconnect the wire to the connector.
4. Before push back the original LED light position, test the LED light.



NOTE: For LED light replacement, you may not find the appropriate LED lights from market, please contact with distributor(s)/dealer(s).

T. Parts Layout Diagram



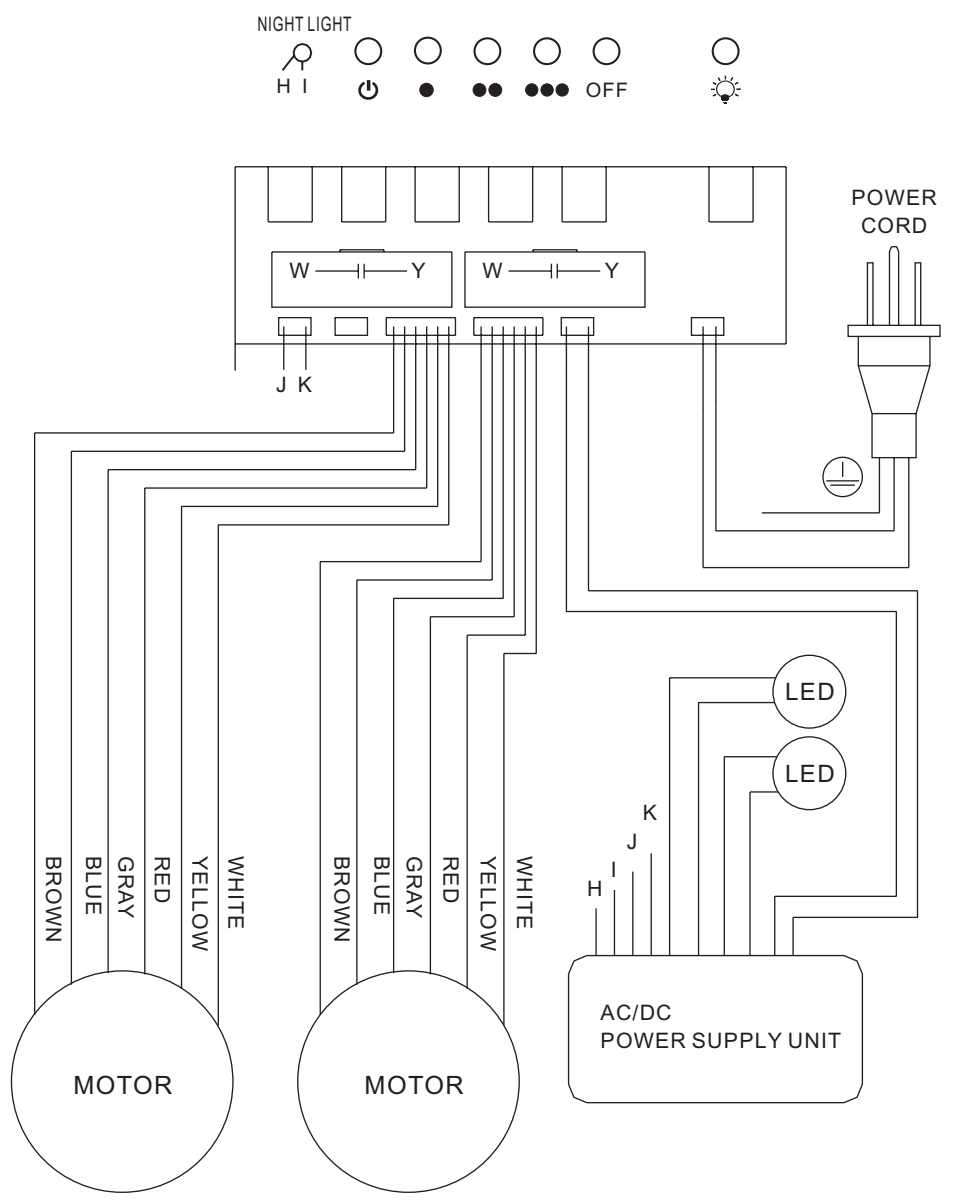
Parts List

No.	Description	Parts no.	Per hood
1	Hood casing	38-0130(30") / 38-0136(36") 38-0142(42") / 38-0148(48")	1
2	Air chamber	38-02	1
3	Top plate	38-0330(30") / 38-0336(36") 38-0342(42") / 38-0348(48")	1
4	6" round vent (Vertical ventilation)	38-04	1
5	Motor housing	38-05	2
6	Inner vent (Rear ventilation)	38-06	1
7	Motor (s)	38-07	2
8	Fan (s)	38-08	2
9	Oil tunnel	38-09	2
10	* Spacer (s)	38-1030(30") / 38-1036(36") 38-1042(42") / 38-1048(48")	2
11	* Baffle filter (s)	38-11	2
12	* Handle (s)	38-12	4
13	Oil collector	38-13	2
14	* LED light	38-14	2
15	LED light fixture	38-1530(30") / 38-1536(36") 38-1542(42") / 38-1548(48")	1
16	Control panel	38-16	1
17	Control button	38-17	1
18	LED driver	38-19	1
19	Bracket	38-20	2
20	Wiring partition	38-2130(30") / 38-2136(36") 38-2142(42") / 38-2148(48")	1

- With * (asterisk) on 42" / 48" quantity may be varied.

U. Circuit Diagram

NOTE : Any faults with this unit should only be attended to by a qualified technician.

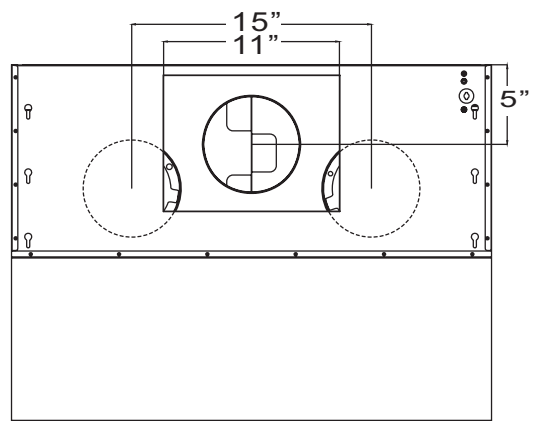
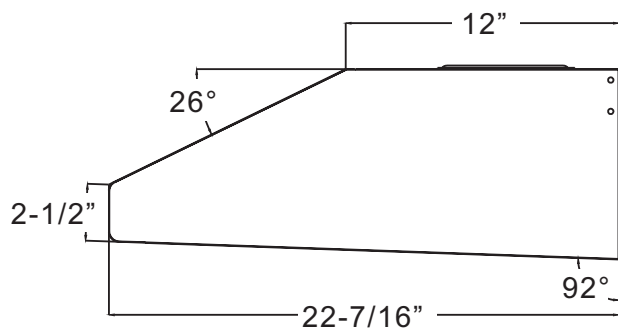
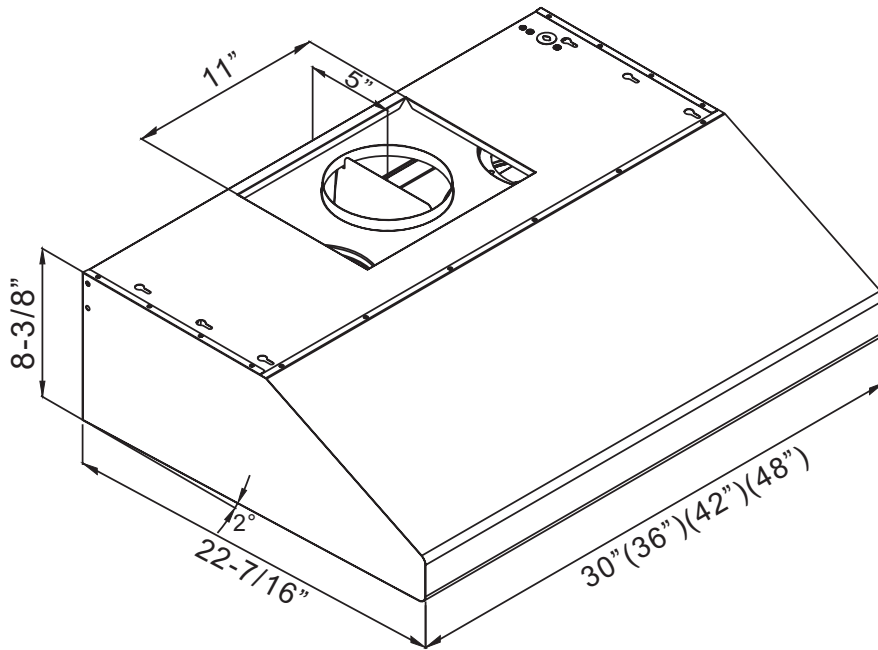


Voltage : 110V/60Hz

Power consumption : maxi 170W

(Motor + LED light)

V. Size



WINDSTER™

Limited Warranty

Windster Hoods Inc. warrants this product against defects in material or workmanship as follows:

- 1) **Labor:** For a period of one (1) year from the date of purchase, if this product is determined to be defective, Windster will repair or replace the product, at its option, at no charge. After the warranty period, you must pay for all labor charges. During the “labor” warranty period there will be no charge for labor.
- 2) **Parts:** In addition, Windster will supply, at no charge, new or rebuilt replacements in exchange for defective parts for a period of two (2) years. After the warranty period, you must pay for all parts costs. During the “parts” warranty period, there will be no charge for parts

You must carry-in or mail-in your product during the warranty period. This warranty only applies to products purchased and serviced in the United States or Canada.

What Is Not Covered By These Warranties:

- 1) Conditions and damages resulting from any of the following:
 - Improper installation, delivery, or maintenance.
 - Any repair, modification, alteration or adjustment not authorized by the manufacturer or an authorized service dealers.
 - Misuse, abuse, accidents, or unreasonable use.
 - Incorrect electric current, voltage or supply.
 - Improper setting of any control.
 - Improper chemical cleaning.
- 2) Light Bulbs
- 3) Products purchased for commercial or industrial use (such as in a hotel, office, restaurant, or other business)
- 4) Damage due to earthquake, flood, storm, etc.

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Defective Products:

All products will be inspected, tested, and carefully packed by the manufacturer before shipping to customers. Products that are damaged during transit can only be exchanged for the same product, under the condition that the customer must get a RMA (Return Merchandise Authorization) from Windster. When products are received defective, you must notify us within the 3 business days of receiving the package. Replacement products are only shipped when the RMA is issued. NO EXCEPTIONS.

Return Policy

Windster offers only the best and highest quality products. If you are not satisfied with your purchase, please contact us within 3 business days of product arrival to obtain a Return Merchandise Authorization (RMA). Returns sent without a RMA will not be accepted. There will be a 25% re-stocking fee for every returned items. Shipping fee will also be deducted from the original purchase price. When returning a package, please include a copy of your purchase receipt. Use the original shipping box and packing materials and completely remove or cover the original shipping label. Make sure that products are in brand new condition, uninstalled, un-drilled, and contain everything that came with the package as when you first received it. If any parts or manuals are missing, we have the right not to accept the return.

We suggest that you use a traceable and reputable carrier of your choice to ship your return. Your credit or refund will be processed within 10-14 business days from the date we receive your return.

WINDSTER™

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Specifications subject to change without notice.