READ AND SAVE THESE INSTRUCTIONS

EMERSON™

NOTTINGHAM™

54″ Ceiling Fan
Owner's Manual
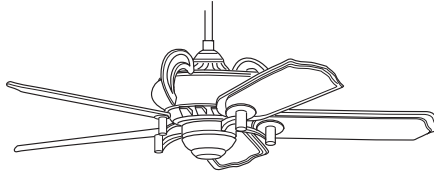
Net Weight: **27.1** Lbs.

Model No.
CF4600GLZ00   CF4600WB00

LIMITED WARRANTY

What The Warranty Covers:
This warranty covers the motor and the other components and accessories of your Emerson ceiling fan against all defects in workmanship and materials. You must be the original purchaser or user of the product to be covered.

What The Period Of Coverage Is:
As it applies to the motor, this warranty will last for a lifetime of your ceiling fan. All other components and accessories are covered by this warranty for one year from the date you purchased your ceiling fan. ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, MADE WITH RESPECT TO COMPONENTS AND ACCESSORIES IS ALSO LIMITED TO ONE YEAR.

What Will Emerson Electric Co. Do To Correct Problems:
Emerson Electric Co. will replace a defective Emerson Air Comfort Ceiling Fan motor, blade, component or other accessory at no charge to you. If repair of the motor or blades is not practical or possible within a reasonable time and no replacement can be provided, Emerson will refund the actual purchase price of your fan. **WE WILL SHIP THE REPAIRED PRODUCT OR REPLACEMENT TO YOU AT NO CHARGE, BUT YOU ARE RESPONSIBLE FOR ALL COSTS OR REMOVAL, REINSTALLATION AND SHIPPING OF THE PRODUCT TO EMERSON ELECTRIC CO.**

How Can You Get Service:
YOU MUST HAVE PROOF OF YOUR PURCHASE OF THE CEILING FAN TO OBTAIN LIMITED WARRANTY SERVICE. KEEP YOUR RECEIPT OR OTHER PROOF OF PURCHASE. You can return the product to our factory or to your nearest authorized service center.

- To return the product to the factory, obtain a return authorization and service identification tag by writing to Air Comfort Products, Division of Emerson Electric Co., 8100 W. Florissant Ave., St. Louis, MO 63136. Include all model numbers shown on the product with your request.

- To return the product to an authorized service center, call 1-800-654-3545 for the address of the nearest authorized service center.

You will be responsible for all insurance, freight or other transportation charges to our factory or authorized service center. Your Emerson Air Comfort Ceiling Fan should be properly packed to avoid damage in transit since we will not be responsible for any such damage.

What Is Not Covered:
The glass globes and light bulbs of your ceiling fan are not covered by this warranty. This warranty also does not cover any defects, malfunctions or failures caused by:

- Repairs by persons not authorized by Emerson Electric Co.,

- Use of parts or accessories not authorized by Emerson Electric Co.,

- Mishandling, improper installation, modifications or damage to your ceiling fan while in your possession, or

- Unreasonable use, misuse, abuse, including failing to do reasonable and necessary maintenance, and normal wear and tear.

Additionally, this warranty and any implied warranty of merchantability or fitness for a particular purpose are voided when:

- The original purchaser or user ceases to own the product, or

- The fan is moved from its original point of installation.

This warranty is only valid within the 50 states of the United States and the District of Columbia. No other written or oral warranties apply, and no employee, agent, dealer or other person is authorized to give any warranties on behalf of Emerson Electric Co.

REPAIR, REPLACEMENT OR A REFUND ARE THE EXCLUSIVE REMEDIES AVAILABLE UNDER THIS WARRANTY AND EMERSON IS NOT RESPONSIBLE FOR DAMAGES OF ANY KIND, INCLUDING INCIDENTAL AND CONSEQUENTIAL DAMAGES. Incidental damages include but are not limited to such damages as loss of time and loss of use. Consequential damages include but are not limited to the cost of repairing or replacing other property which was damaged if this product does not work properly.

How State Law Relates To The Warranty:
Some states do not allow the exclusion or limitation of incidental or consequential damages so the above exclusion or limitation may not apply to you. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

⚠ WARNING

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

Safety Instructions

1. **Read your owner's manual carefully and keep it for future reference.**
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 put anything into the fan blades while they are turning.**
5. **Do not operate reversing switch until fan blades have come to a complete stop.**

Additional Safety Instructions for Installation

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. **The installation is to be in accordance with the National Electrical Code, ANSI/NFPA 70-1999 and Local Codes. Use the National Electrical Code if Local Codes do not exist. 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 outlet box and joist must be securely mounted and capable of reliably supporting at least 50 pounds. Use only U.L. outlet boxes listed as "Acceptable for Fan Support", and use the mounting screws provided with the 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.**
4. **The downrod furnished with the fan provides the minimum recommended floor to fan blade clearance for a 9 foot ceiling. This fan should NOT be mounted on an 8 foot ceiling.**
5. **The fan must be mounted with the fan blades at least 7 feet from the floor to prevent accidental contact with the fan blades.**
6. **Follow the recommended instructions for the proper method of wiring your ceiling fan. If you do not know enough about electrical wiring, have your fan installed by a licensed electrician.**

WARNING: To reduce the risk of fire or electric shock, this fan should only be used with fan speed control Model No. UC7067RC, manufactured by Rhine Electric Co., Ltd.

NOTE: This fan is suitable for use with solid-state speed controls.

WARNING: 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 Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

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

WARNING: To reduce the risk of electrical shock, this fan must be installed with an isolating wall control/switch.

DATE CODE:

The date code of this fan may be found on the box, stamped in ink on a white label. You should record this data above and keep it in a safe place for future use.

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
Five wire connectors (supplied)
Six 7-watt (max.) candelabra bulbs

Materials

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

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

⚠ WARNING

Before assembling your ceiling fan, refer to section on proper method of wiring your fan (page 10). 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 boxes are provided next to each step. As each step is completed, place a check mark in the box. This will insure 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. Call Toll-Free:

1-800-654-3545

⚠ WARNING

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 Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

☐ **1.** Open styrofoam unit containing fan. Remove top half of styrofoam unit. Remove parts and check to see that you have received the following parts:

NOTE: If you are uncertain of part description, refer to exploded view illustration.

a. Fan motor and housing assembly
b. One ceiling cover
c. One coupling cover
d. One upper housing
e. One upper glass
f. Three housing trims
g. Five blade flanges
h. Five fan blades
i. One hanger bracket
j. One hanger ball/downrod assembly
k. One switch cup assembly
l. One SW101 Fan/Light Wall Control (transmitter and receiver)

m. One loose parts bag containing:

   1. Two 8-32 x 1-1/4" threaded studs
   2. Two 8-32 x 1" threaded studs
   3. Four knurled knobs
   4. Four lockwashers
   5. Five wire connectors
   6. One clevis pin/hairpin clip assembly
   7. Eleven 5-32 x 9/16" pan head screws
   8. Sixteen 10-32 x 1/2" pan head screws
   9. Sixteen #10 flat washers
  10. One 5/16-18 x 1/4" setscrew
  11. One hex wrench
  12. Six 8-32 x 1/2" pan head screws

NOTE: Place the parts from the loose parts bags in a small container to keep them from being lost.

□ **2.** Remove the fan motor and housing assembly from the protective plastic bag. Place the fan assembly into the lower foam pad with the bottom of the motor facing up.

The lower foam pad serves as a holder for the fan during the first stages of assembly.

Electrical Requirements

IMPORTANT: Your ceiling fan will not function properly, and may be damaged, if used with any wall dimmer switch or control other than the Emerson Electric Fan/Light Wall Control supplied with the fan, or an optional Emerson Electric SR100 Remote Control.

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 50 pounds.

⚠ WARNING

To reduce the risk of fire, electric shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support", and 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.

If your fan is to replace an existing ceiling light fixture, turn electricity off at the main fuse or circuit breaker box at this time and remove the existing light fixture.

⚠ WARNING

Turning off wall switch is not sufficient. To avoid possible electrical shock, be sure electricity is turned off at the main fuse or circuit breaker 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.

Ceiling Fan Procedures

General

Your Emerson ceiling fan comes supplied with a Fan/Light Wall Control which consists of a wall control (transmitter) and a remote control receiver mounted under the ceiling cover. This system allows you to regulate your ceiling fan speed and light intensity.

NOTE: An optional Emerson Electric SR100 Remote Control may also be used to control your ceiling fan.

How to Assemble Your Ceiling Fan

⚠ WARNING

Turning off wall switch is not sufficient. To avoid possible electrical shock, be sure electricity is turned off at the main fuse or circuit breaker 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.

IMPORTANT: Before assembling your ceiling fan, refer to sections "Setting Operating Frequency of Wall Control and Receiver" and "Installation of Wall Control", page 13. These sections instruct you how to: a) Set the operating frequency of the fan/light wall control and the remote control receiver; and b) Install the fan/light wall control in the wall box. You will then be ready to proceed with the assembly and installation of your ceiling fan, as follows:

☐ **1.** Mount the fan blades to the blade flanges using three 10-32 x 1/2" pan head screws and three #10 flat washers (screws and washers supplied) (Figure 1).

⚠ WARNING

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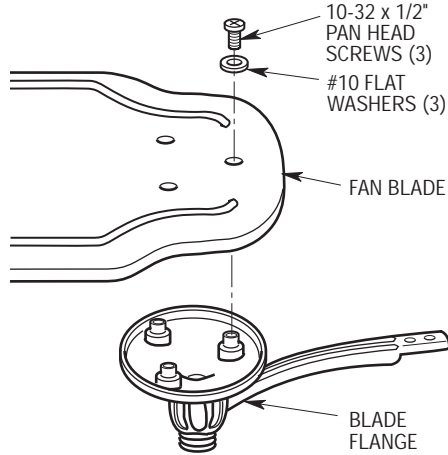

10-32 x 1/2"
PAN HEAD
SCREWS (3)

#10 FLAT
WASHERS (3)

FAN BLADE

BLADE
FLANGE

Figure 1

NOTE: Take care not to scratch the fan finish when installing the blade assemblies.

☐ **2.** Insert a blade flange into one of the round holes in the mounting hub (Figure 2). Insert one 5/32 x 9/16" pan head screw (supplied) in one of the flange mounting holes; do not tighten. Install the second screw in the same manner; tighten both screws securely. Repeat this procedure for the other four blade assemblies.

⚠ WARNING

To reduce the risk of personal injury, do not bend the blade flanges when installing the flanges, balancing the blades or cleaning the fan. Do not insert foreign objects between rotating fan blades.
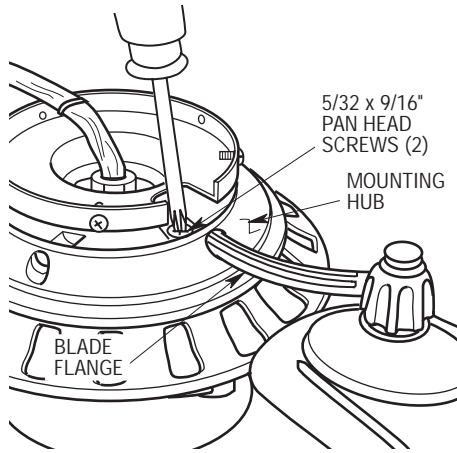
5/32 x 9/16"
PAN HEAD
SCREWS (2)

MOUNTING
HUB

BLADE
FLANGE

Figure 2

☐ **3.** Carefully rest the switch cup assembly on the fan blades, then engage the connector of the switch cup assembly with the motor connector (Figure 3). The two connectors are keyed and must be mated correctly before they can be engaged. Make sure the connectors are engaged properly.
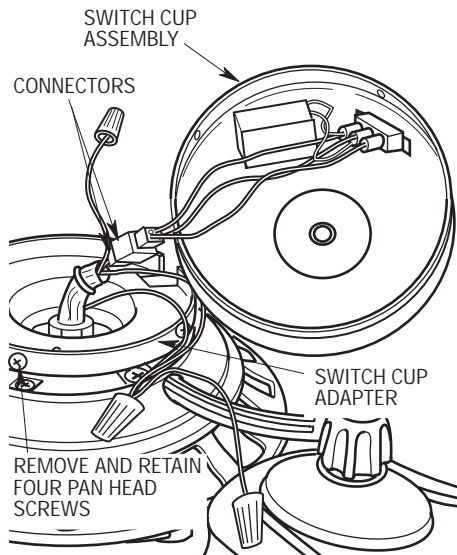

SWITCH CUP
ASSEMBLY

CONNECTORS

SWITCH CUP
ADAPTER

REMOVE AND RETAIN
FOUR PAN HEAD
SCREWS

Figure 3

☐ **4.** Remove and retain four pan head screws from the rim of the switch cup adapter (Figure 3).

☐ **5.** Position the switch cup assembly on the switch cup adapter. Line up the four holes in the switch cup with the threaded holes in the switch cup adapter and reinstall four pan head screws (previously removed) (Figure 4).

CAUTION: Before installing and tightening the screws, be sure there are no wires pinched between the switch cup adapter and switch cup assembly.
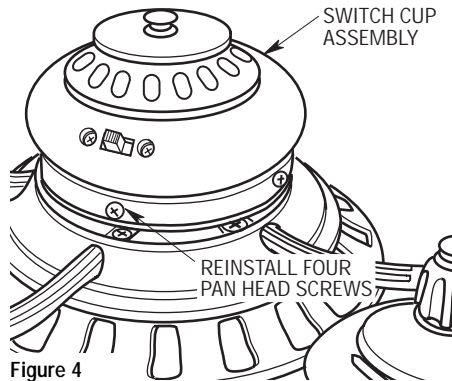

SWITCH CUP
ASSEMBLY

REINSTALL FOUR
PAN HEAD SCREWS

Figure 4

☐ **6.** Carefully place the partially assembled ceiling fan on the lower styrofoam pad, with the switch cup assembly positioned in the opening and the blade assemblies resting on the outer rim of the styrofoam pad.

☐ **7.** Remove the hanger ball by loosening the setscrew in the hanger ball until the ball falls freely down the downrod (Figure 5). Remove th pin from the downrod, then remove the hanger ball. Retain the pin and hanger ball for reinstallation in step 19.
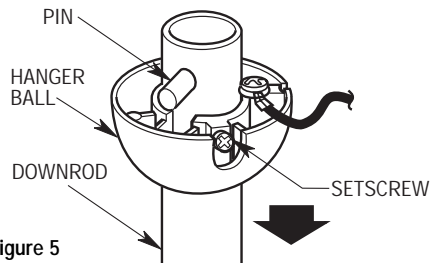
6

Figure 5

☐ **8.** Separate, untwist and unkink the three motor leads. Route the motor lead wires through the downrod and seat the downrod in the motor coupling (Figure 6).

☐ **9.** Align the clevis pin holes in the downrod with the holes in the motor coupling. Install the clevis pin and secure with the hairpin clip (Figure 6). (Pin and clip are supplied in loose parts bag.) The clevis pin must go through the holes in the motor coupling and the holes in the downrod. Push the straight leg of the hairpin clip through the hole near the end of the clevis pin until the curved portion of the hairpin clip snaps around the clevis pin. The hairpin clip must be properly installed to prevent the clevis pin from working loose. Pull up on the downrod to make sure the clevis pin is properly installed.
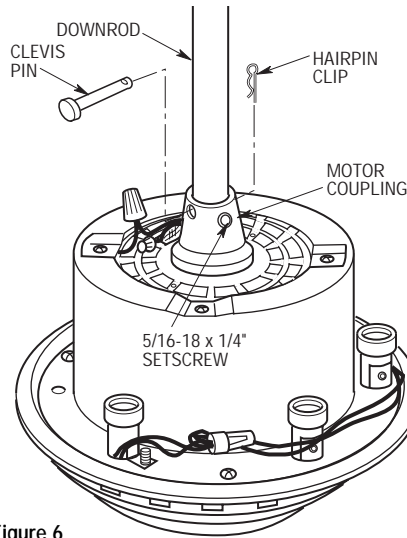
⚠ **WARNING**

It is critical that the clevis pin in the motor coupling is properly installed and the setscrew securely tightened. Failure to verify that the pin and setscrew are properly installed (as shown in Figure 6) could result in the fan falling.

Figure 6

☐ **10.** Install the 5/16-18 x 1/4" setscrew (supplied) in the motor coupling (Figure 6). While pulling up on the downrod, tighten the setscrew using the 4 hex wrench (supplied).

NOTE: The setscrew must be properly installed as described above, or fan wobble could result.

☐ **11.** Screw two 1" threaded studs (supplied) into the motor (Figure 7). Leave approximately 7/8" of the stud extending above the motor. Coil the wires and wire connectors around the motor coupling then slide the coupling cover over the downrod and rotate the cover until the threaded studs protrude. Install two lockwashers and knurled knobs (supplied) to secure the cover to the motor. All wires and wire connectors must be enclosed under the coupling cover.
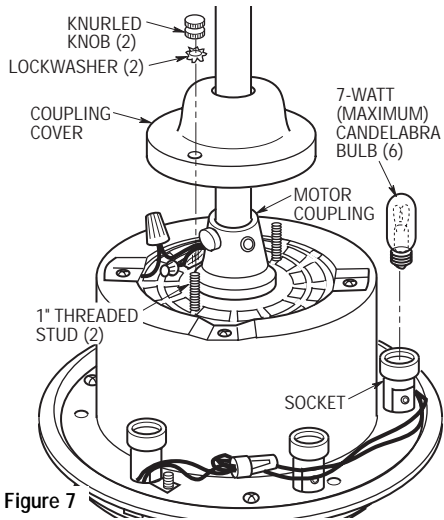
Figure 7

NOTE: Lightly snug the knurled knobs and make sure the wires and wire connectors are completely inside the coupling cover and not pinched between the coupling cover and the motor.

☐ **12.** Install six 7-watt (maximum) candelabra bulbs (not supplied) in the sockets on the motor housing (Figure 7).

☐ **13.** Place the upper glass on a padded work surface with the larger opening towards the top (Figure 8).
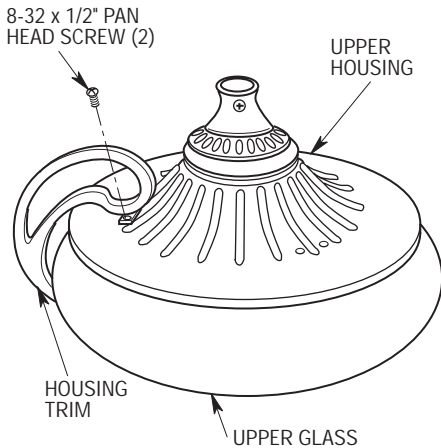

Figure 8

☐ **14.** Carefully place the upper housing over the upper glass, making certain that the upper glass seats firmly in the upper housing flange.

☐ **15.** Align the two holes in the housing trim with two threaded holes in the upper housing (Figure 8). Loosely install two 8-32 x 1/2" pan head screws (supplied) to secure the trim. Repeat this procedure for the remaining two housing trims.

☐ **16.** Made sure the upper housing is still seated evenly on the upper glass. Then alternately tighten the screws securing the housing trim one-half turn until the screws are tight.

☐ **17.** Thread the three motor wires through the hole in the upper housing. Then slide the upper housing/glass over the downrod until the glass seats evenly in the lower housing flange (Figure 9). After the glass is properly seated, tighten the setscrew in the upper housing.

CAUTION: Be sure there are no wires pinched between the glass and the lower housing flange.
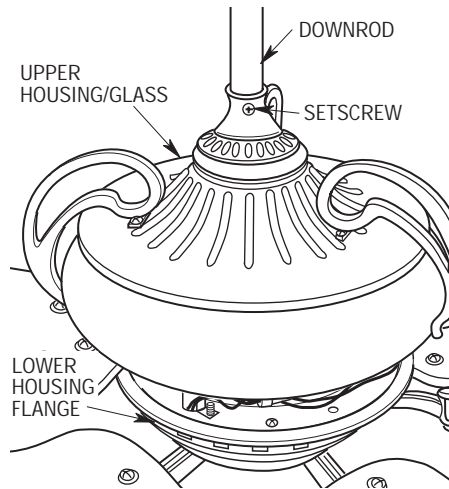

Figure 9

8

□ **18.** Position the ceiling cover over the downrod and rest it on the upper housing (Figure 10).

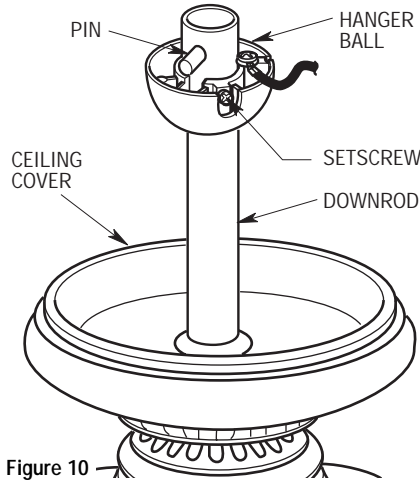**NOTE: Be careful not to scratch the finish on the upper housing.**

PIN

HANGER BALL

CEILING COVER

SETSCREW

DOWNROD

Figure 10

⚠ WARNING

It is critical that the pin in the hanger ball is properly installed and the setscrew securely tightened. Failure to verify that the pin and setscrew are properly installed could result in the fan falling.

□ **19.** Reinstall the hanger ball on the downrod (Figure 10) as follows. Route the motor leads through the hanger ball and slide the hanger ball over the downrod. Install the pin through the holes at the top of the downrod and slide the hanger ball up the downrod, aligning the 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 and securely tighten the setscrew in the hanger ball. A loose setscrew could create fan wobble.

□ **20.** The fan comes with blue, black and white leads that are 80" long. Before installing the fan, measure up approximately 6 to 9-inches above top of hanger ball/downrod assembly. Cut off excess leads and strip back insulation 1/2" from end of leads.

□ **21.** You have now completed the initial assembly of your new ceiling fan. You can now proceed with hanging and wiring your fan.

How to Hang Your Ceiling Fan

⚠ WARNING

The fan must be hung with at least 7' of clearance from floor to blades (Figure 11). Do NOT hang this fan on an 8' ceiling; a 9' ceiling is required to maintain the 7' clearance.
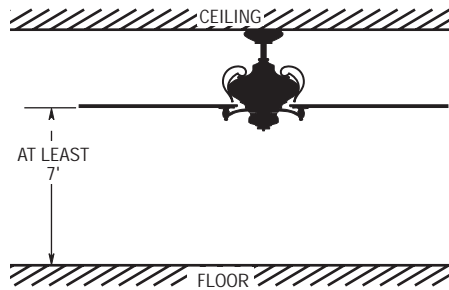

CEILING

AT LEAST 7'

FLOOR

Figure 11

⚠ WARNING

The outlet box and joist must be securely mounted and capable of supporting at least 50 lbs. Use only a U.L. outlet box listed as "Acceptable for Fan Support".

9

⚠ WARNING

To reduce the risk of fire, electric shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support", and 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.

☐ **1.** Securely attach the hanger bracket to the outlet box using the two screws supplied with the outlet box (Figure 12).

⚠ WARNING

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.
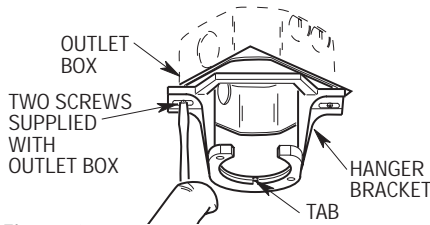
OUTLET BOX

TWO SCREWS SUPPLIED WITH OUTLET BOX

HANGER BRACKET

TAB

Figure 12

☐ **2.** Carefully lift the fan and seat the hanger ball/downrod assembly on the hanger bracket that was just attached to the outlet box (Figure 13). Be sure the groove in the ball is lined up with the tab on the hanger bracket (Figure 12).

⚠ WARNING

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

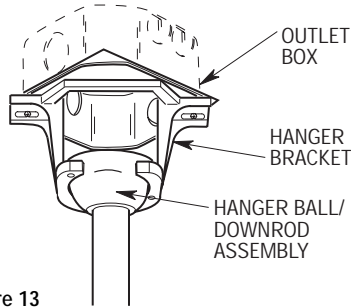NOTE: CEILING COVER, SUPPLY WIRES AND FAN WIRES OMITTED FOR CLARITY.

OUTLET BOX

HANGER BRACKET

HANGER BALL/ DOWNROD ASSEMBLY

Figure 13

⚠ WARNING

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

How to Wire Your Ceiling Fan

If you feel that you do not have enough electrical wiring knowledge or experience, have your fan installed by a licensed electrician.

⚠ WARNING

Turning off wall switch is not sufficient. To avoid possible electrical shock, be sure electricity is turned off at the main fuse or circuit breaker 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.

CAUTION: To reduce the risk of electrical shock, disconnect the electrical supply circuit before installing the fan, light kit or receiver.

☐ **1.** Position the supply wires to the left side of the outlet box (Figure 14); position the fan wires to the right side. Partially insert the remote control receiver (flat side up) until one end rests on the hanger ball as shown in Figure 14.

NOTE: Make all wiring connections using wire connectors (supplied). Make sure that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire.

☐ **2.** Refer to Figures 14 and 15 and connect the receiver wires to the supply wires and the fan motor wires as follows:

a. Securely connect the green grounding wires from the hanger ball and the hanger bracket to the supply grounding conductor (this may be a bare wire or a wire with green insulation).

b. Securely connect the supply white (neutral) wire to the receiver white (AC IN N) wire.

c. Securely connect the supply black wire (hot) wire to the receiver black (AC IN L) wire.

d. Securely connect the fan motor white wire to the receiver white (TO MOTOR N) wire.

e. Securely connect the fan motor black wire to the receiver red (TO MOTOR L) wire.

f. Securely connect the fan motor blue wire to the receiver blue (FOR LIGHT) wire.

⚠ 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 blades are in place. Noise and fan damage could result.
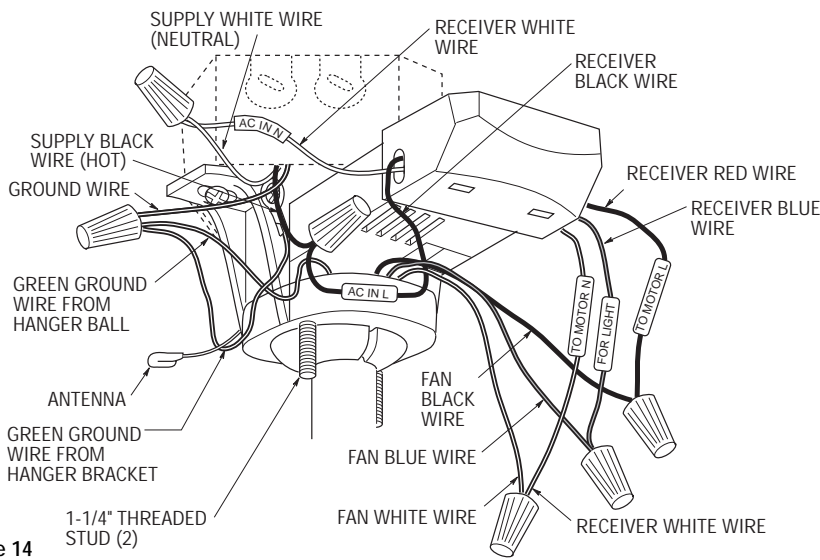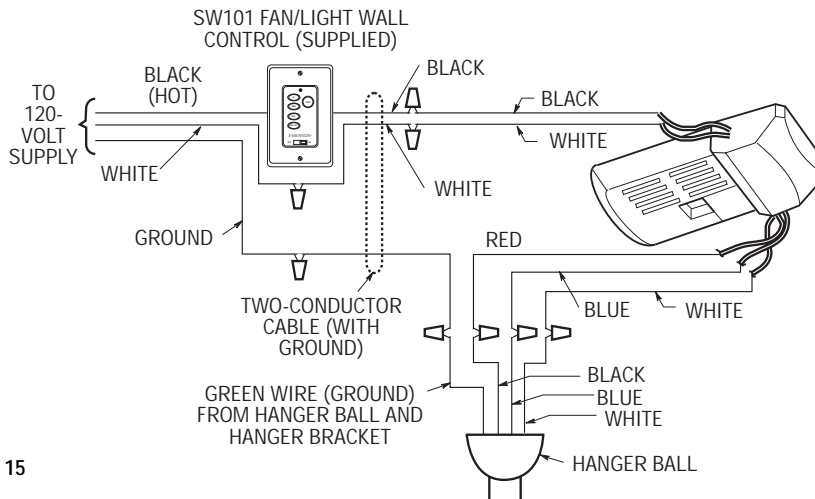

Figure 14

11

SW101 FAN/LIGHT WALL
CONTROL (SUPPLIED)

BLACK

BLACK (HOT)

BLACK

TO 120-VOLT SUPPLY

WHITE

WHITE

WHITE

GROUND

RED

TWO-CONDUCTOR CABLE (WITH GROUND)

BLUE

WHITE

BLACK
BLUE
WHITE

GREEN WIRE (GROUND) FROM HANGER BALL AND HANGER BRACKET

HANGER BALL

Figure 15

☐ **3.** Push the wires and connectors up into the outlet box while inserting the receiver fully into the hanger bracket. Position the antenna wire on top of the receiver.

☐ **4.** Screw the two 1-1/4" threaded studs (supplied) into the tapped holes in the hanger bracket (Figure 14).

☐ **5.** Lift the ceiling cover up to the threaded studs and turn until the studs protrude through the holes in the ceiling cover (Figure 16).

☐ **6.** Secure the ceiling cover in place by sliding lockwashers (supplied) over the threaded studs and installing the two knurled knobs (supplied) (Figure 16). Tighten the knurled knobs securely until the ceiling cover fits snugly against the ceiling.
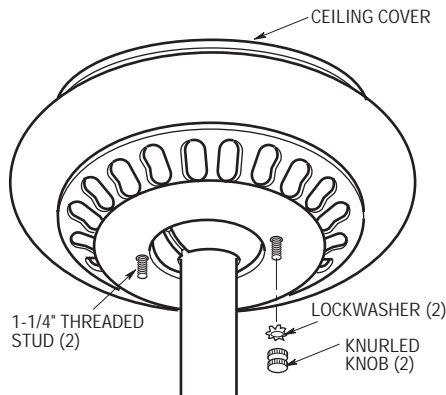
CEILING COVER

1-1/4" THREADED STUD (2)

LOCKWASHER (2)

KNURLED KNOB (2)

Figure 16

⚠ WARNING

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

☐ **7.** Your ceiling fan is now installed and wired and ready for use.

Setting Operating Frequency of Wall Control and Receiver
(Figure 17)

Your wall control and receiver have code switches which must be set in one of 16 possible code combinations. The four levers (numbered 1, 2, 3, and 4) on the switches are factory-set in the ON (up) position. Change the switch settings as follows:

☐ **1.** Slide the four switch levers in the wall control to your choice of ON (up) or down positions. Use a ball-point pen or small screwdriver and slide the levers firmly up or down.

☐ **2.** In the receiver, slide the four switch levers to the same positions as set in the wall control. Make sure the levers on both switches are in the same positions, otherwise the fan will not operate.
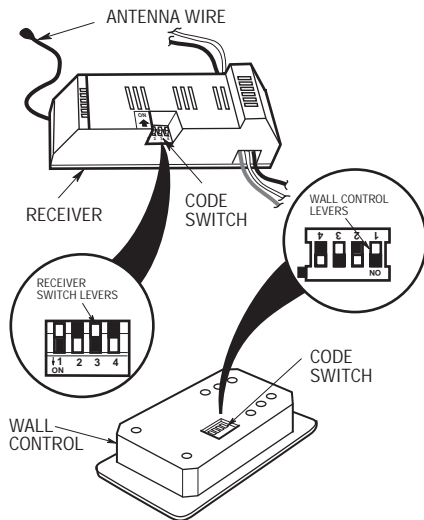
ANTENNA WIRE

RECEIVER

RECEIVER SWITCH LEVERS

CODE SWITCH

WALL CONTROL LEVERS

CODE SWITCH

WALL CONTROL

Figure 17

Installation of Wall Control
SINGLE-POLE INSTALLATION
(Figure 18)

HOT   BLK

FAN/LIGHT WALL CONTROL

BLACK

BLACK

LOAD

NEUTRAL

GROUND

REMOTE CONTROL RECEIVER LOCATED WITHIN THE CEILING COVER

Figure 18

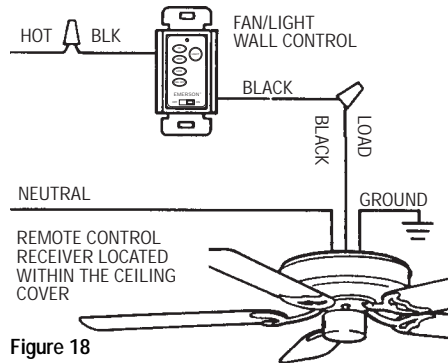☐ **1.** Disconnect power at circuit breaker or remove fuse.

☐ **2.** Remove faceplate and screws from existing wall control. Pull control out from the wall box. Determine the "hot" wire and the "load" wire and disconnect these wires from control. Do not attempt to disconnect any wires not already connected to existing control.

☐ **3.** Before installing wall control, place wall control in "OFF" mode by pushing "ON/OFF" switch to the "OFF" position.

⚠ WARNING

Do not connect any neutral (white) wire to this control. Incorrect wiring will damage this control.

☐ **4.** Connect one black wire of wall control to the "hot" wire. Securely connect wires with wire connectors supplied (Figure 19).

☐ **5.** Connect one black wire of wall switch to the "load" (black) wire in wall box. Securely connect wires with wire connector supplied.

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☐ **6.** Screw wall control into wall box and install decorator style faceplate (included). Leave wall control in "OFF" mode until fan installation is completed.

☐ **7.** Refer to page 5 and complete the ceiling fan installation.

Figure 19

3-WAY INSTALLATION

(On fan controlled by two different wall controls) (See Figures 20 and 21.)

☐ **1.** Disconnect power at circuit breaker or remove fuse.

☐ **2.** At all wall box locations remove faceplates and screws from existing controls. Pull controls out from wall boxes and determine which wall box contains the "hot" lead and which wall box contains the "load" wire. Also, identify traveler wires which are common to both wall boxes. Disconnect wires from existing controls only. Do not attempt to disconnect any wires not already connected to existing controls.

☐ **3.** Before installing wall control, place wall control in "OFF" mode by pushing "ON/OFF" switch to the "OFF" position.

> ⚠ **WARNING**
>
> **Do not connect any neutral (white) wire to this control. Incorrect wiring will damage this control.**

☐ **4.** Install a wall control in the wall box containing the "hot" wire first. Connect the black wire of the wall control to the "hot" wire. Securely connect wires with wire connectors supplied.

☐ **5.** Connect one black wire of the wall control to both remaining traveler wires in the wall box and secure with wire connector supplied.

NOTE: Retrofit 3-way installations are likely to include two traveler wires between the two wall boxes. In new construction, only one traveler wire Is required.
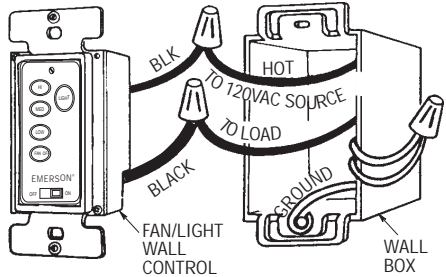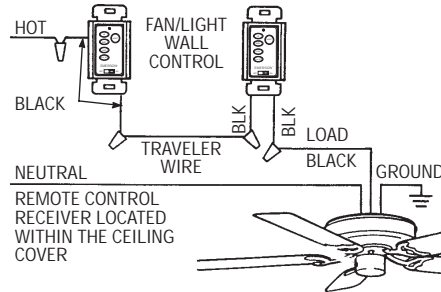
3-WAY WIRING DIAGRAM: NEW CONSTRUCTION

Figure 20

☐ **6.** Place wall control into wall box. Screw in place and install decorator style faceplate (included).

☐ **7.** Next, install the other wall control into the wall box containing the load wire. Connect the black wire of the wall control to the traveler wire(s) already connected to the black wire (in the other wall box). Secure with wire connectors supplied.

☐ **8.** Connect one black wire of the wall control to the "load" (black) wire and secure with wire connector supplied.

☐ **9.** Place the second wall control into the wall box. Screw in place and install decorator style faceplate (included). Leave switch in "OFF" mode until fan installation is completed.

☐ **10.** Refer to page 5 and complete the ceiling fan installation.

STANDARD WIRING FOR EXISTING 3-WAY CONTROL

Figure 21

Operating Your Ceiling Fan

IMPORTANT

Fan installation must be completed, including the installation of the fan blades, before testing of the remote control.

Your Fan/Light Wall Control (Figure 22) has full control of your fan and light. However, airflow direction is controlled by a slide switch on the switch housing.

☐ **1.** Restore electrical power to the outlet box by turning the electricity on at the service panel.

NOTE: Make sure that the ON/OFF slide switch on the Fan/Light Wall Control is in the ON position.

☐ **2.** To set the desired fan speed, press the HI, MED, or LOW buttons to operate your fan on high, medium, or low speed (Figure 22).

☐ **3.** To turn your fan off, press the OFF button.

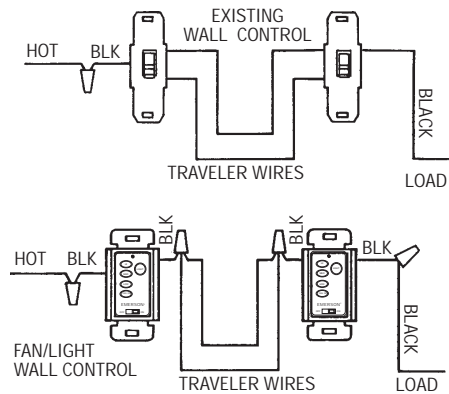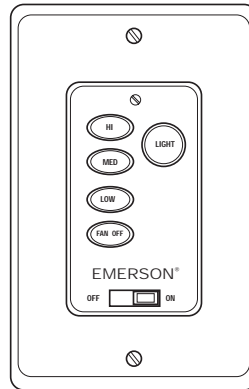☐ **4.** To set the level of housing light brightness, press and hold the LIGHT button. The light brightness will continue to increase then decrease while the button is held down. When the light is at the desired brightness, release the button.

☐ **5.** To turn the housing lights on and off, press and release the LIGHT button. The light will turn on at the light level previously set (see step 4).

☐ **6.** If airflow is desired in the opposite direction, turn the fan off and wait for the blades to stop turning. Then slide the reversing switch to the opposite position (Figure 23) and turn the fan on again. The blades will turn in the opposite direction and reverse the airflow.
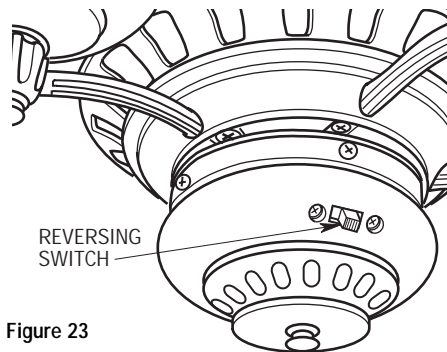

Figure 22

REVERSING SWITCH

Figure 23

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Replacing Light Bulbs

To replace a burned out light bulb, loosen the setscrew in the upper housing and raise the upper housing/glass enough to access the defective bulb, then tighten the setscrew (Figure 24). Unscrew the defective bulb and screw in the replacement 7-watt (maximum) candelabra bulb. Firmly grasp the housing trim to prevent the upper housing/glass from falling down the downrod and damaging the glass, then loosen the setscrew. Carefully lower the upper housing/glass until the glass seats evenly in the lower housing flange. Tighten the setscrew.
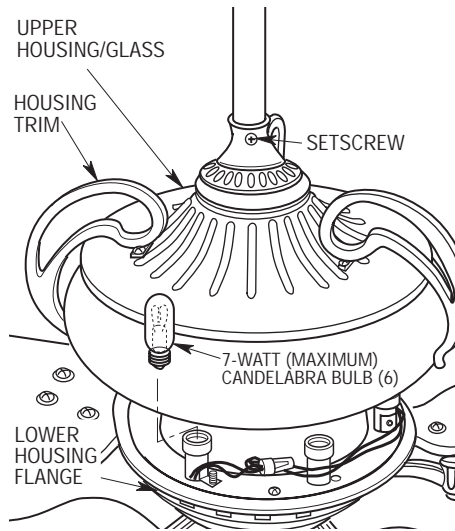

Figure 24

Attaching Light Kit

CAUTION: To reduce the risk of electrical shock, disconnect the electrical supply circuit before installing the fan and optional light kit and/or remote control receiver.

To install an optional Emerson light kit, remove the four screws securing the switch cup assembly to the switch cup adapter. Remove the finial nut from the switch cup and install the light kit in accordance with the light kit Owner's Manual.

⚠ WARNING

To avoid possible electrical shock, be sure electricity is turned off at the main service box before wiring.

Maintenance

IMPORTANT CARE INSTRUCTIONS for your Ceiling Fan

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

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.

⚠ WARNING

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

Accessories

☐ **1.** Ceiling Fan Light Kits (see store or catalog).

☐ **2.** Downrod Extension Kits (see store or catalog).

☐ **3.** Ceiling Fan/Light Controls (see store or catalog).

⚠ WARNING

The use of any other control not specifically approved for this fan could result in fire, shock and personal injury.

⚠ WARNING

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 Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

INSTRUCTION TO THE USER
**(if device contains a digital device)**

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

• Reorient or relocate the receiving antenna.

• Increase the separation between the equipment and receiver.

• Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

• Consult the dealer or an experienced radio/TV technician for help.

This equipment has been certified to comply with the limits for a Class B computing device, pursuant to FCC Rules. In order to maintain compliance with FCC regulations, shielded cables must be used with this equipment. Operation with non-approved equipment or unshielded cables is likely to result in interference to radio and TV reception. The user is cautioned that changes and modifications made to the equipment without the approval of manufacturer could void the user's authority to operate this equipment.

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations.

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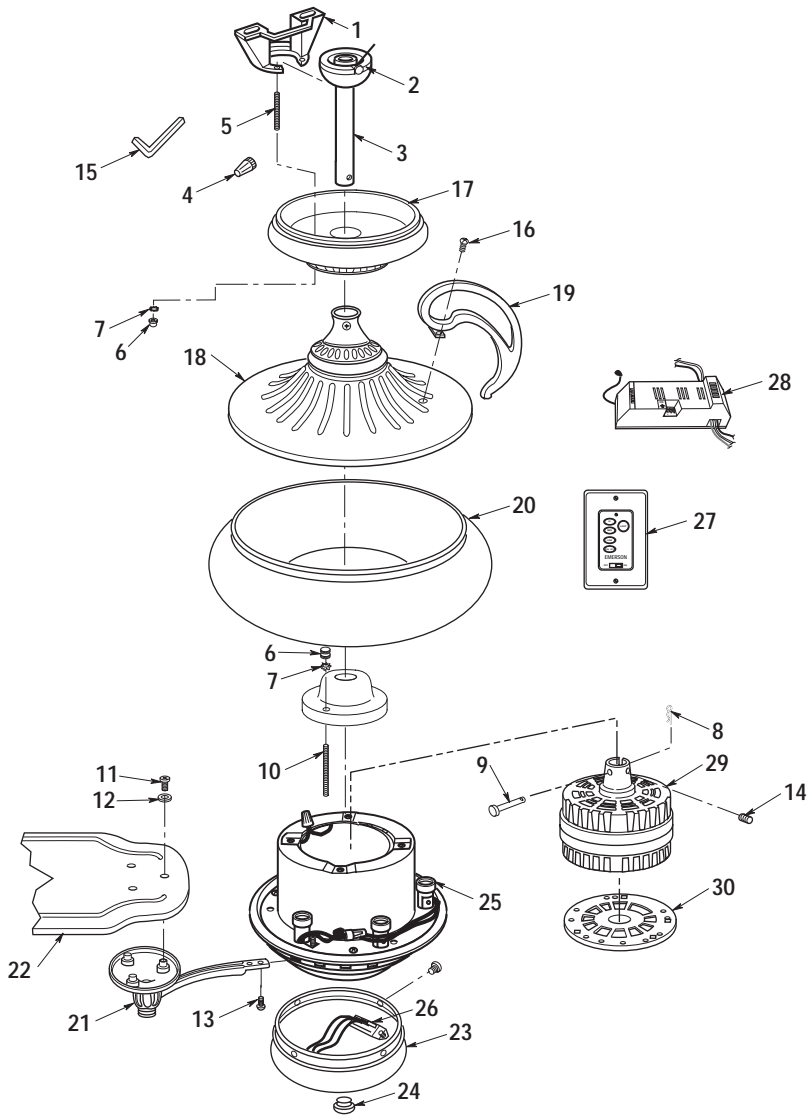
Repair Parts

Before discarding packaging material, be certain all parts have been removed.

HOW TO ORDER REPAIR PARTS

WHEN ORDERING REPAIR PARTS, ALWAYS GIVE THE FOLLOWING INFORMATION:

- PART NUMBER
- NAME OF ITEM
- PART DESCRIPTION
- MODEL NUMBER

The model number of your Fan will be found on a label attached to the top housing.
For repair parts, phone 1-800-654-3545.

Repair Parts Listing

Key No.	Description	Part Numbers Model No. CF4600GLZ00	Part Numbers Model No. CF4600WB00
*	Hanger Pack, Consisting of:	761655-51	761655-52
1	Hanger Bracket	—	—
2	Hanger Ball	—	—
3	Downrod	—	—
*	Parts Bag, Containing:	762990	762990
4	Wire Connector (5)	—	—
5	Threaded Stud, 8-32 x 1-1/4″ (2)	—	—
6	Knurled Knob (4)	—	—
7	Lockwasher (4)	—	—
8	Hairpin Clip	—	—
9	Clevis Pin	—	—
10	Threaded Stud, 8-32 x 1″ (2)	—	—
11	Screw, Pan Head, 10-32 x 1/2″ (16)	—	—
12	Washer, Flat (16)	—	—
13	Screw, Pan Head, 5-32 x 9/16″ (11)	—	—
14	Setscrew, 5/16-18 x 1/4″	—	—
15	Wrench, Hex	—	—
16	Screw, Pan Head, 8-32 x 1/2″ (6)	—	—
17	Cover, Ceiling	762972-GLZ	762972-WB
18	Cover, Upper	762973-GLZ	762973-WB
19	Trim, Housing	762977-GLZ	762977-WB
20	Glass, Upper	762975	762975
21	Flange Set (full set for one fan)	762980-GLZ	762980-WB
22	Blade Set (full set for one fan)	762985	762985
23	Cup Assembly, Switch	762988-GLZ	762988-WB
24	Nut, Finial	762989-GLZ	762989-WB
25	Harness Assembly, Housing Lights	762992	762992
26	Harness Assembly, Reversing Switch	762991	762991
27	Wall Control, SW101 Fan/Light Transmitter	762348-1	762348-1
28	Remote Control, Fan/Light Receiver	762670-4	762670-4
29	Motor Assembly	762508	762508
30	Hub, Motor	760601	760601
—	Owner's Manual	BP7306-1	BP7306-1

⚠ **WARNING: FOR YOUR OWN SAFETY TURN OFF POWER AT FUSE BOX OR CIRCUIT BREAKER BEFORE TROUBLE SHOOTING YOUR FAN.**

Trouble Shooting

TROUBLE	PROBABLE CAUSE	SUGGESTED REMEDY
1. Fan will not start.	1. Fuse or circuit breaker blown.	1. Check main and branch circuit fuses or circuit breakers. ⚠ **WARNING: Make sure main power is turned off.**
	2. Loose power line connections to the fan, or	2. Check line power connections to fan.
	3. Fan/Light Wall Control is OFF.	3. Turn ON Fan/Light Wall Control.
	4. Code switches in remote control receiver and Fan/Light Wall Control are not set in the same position	4. Check that both code switches are set in the same positions.
2. Fan sounds noisy.	1. Blades not attached to fan.	1. Attach blades to fan before operating.
	2. Screws securing fan blade flanges to mounting hub are loose.	2. Check to make sure the screws which attach the blade flanges to the mounting hub are tight.
	3. Wire connectors inside switch cup rattling.	3. Check to make sure wire connectors in switch cup are not rattling against each other or against the interior wall of the switch cup. ⚠ **WARNING: Make sure main power is turned off.**
	4. Screws holding blades to flanges are loose.	4. Tighten screws securely.
	5. Loose screws in motor housing.	5. Check to make sure all screws in motor housing are snug (not over-tight).
3. Fan wobbles excessively.	1. Setscrew in motor coupling is not tightened securely.	1. Raise upper housing/glass and coupling cover, then tighten setscrew securely.
	2. Setscrew in the hanger ball/downrod assembly is loose.	2. Tighten the setscrew in the hanger ball/downrod assembly.
	3. Screws securing fan blade flanges to mounting hub are loose.	3. Check to be sure screws which attach the fan blade flanges to the mounting hub are tight.
	4. Fan blade flanges not seated properly.	4. Check to be sure that the fan blade flanges seat firmly and uniformly in the mounting hub. If flanges are seated incorrectly, loosen the flange screws and retighten.
	5. Hanger bracket and/or ceiling outlet box is not securely fastened.	5. Tighten the hanger bracket screws to the outlet box, and/or secure outlet box.
	6. Fan blades out of balance.	6. Interchanging an adjacent (side-by-side) blade pair can redistribute the weight and result in smoother operation. Or use supplied balancing kit to balance blades.

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