

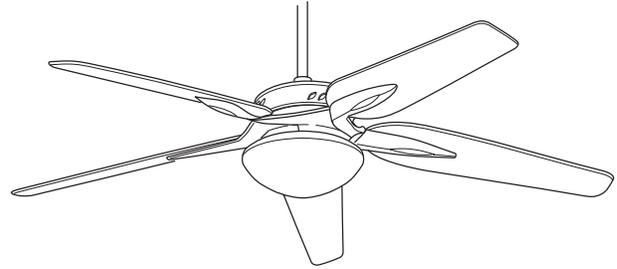
READ AND SAVE THESE INSTRUCTIONS



COOLER™

Ceiling Fan Owner's Manual

Net Weight: 26.8 Lbs.



Model No.

CF925BK 00
CF925BS 00
CF925WW 00
CF925OB 00

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 thirty years from the date you purchased 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 Company Do To Correct Problems:

Emerson Company 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 Company 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 Company.

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

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. All wiring must satisfy National and Local Electrical 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 a 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 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 avoid fire, shock or injury, do not use an Emerson or any other brand of control not specifically approved for this fan.

WARNING: This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use this product by Emerson Company 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.

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 stepladder |
| One 1/4" blade screwdriver | One wire stripper |
| Three wire connectors (supplied) | |
| One 3/16" hex wrench (supplied) | |

Installed Wire Length
Up to 50 ft.
50-100 ft.

Wire Size A.W.G.
14
12



WARNING

Before assembly your ceiling fan, refer to section on proper method of wiring your fan (page 6). If you feel you do not have enough wiring knowledge or experience, have your fan installed by a licensed electrician.

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 size:

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

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 or catalog outlet for replacement before proceeding.

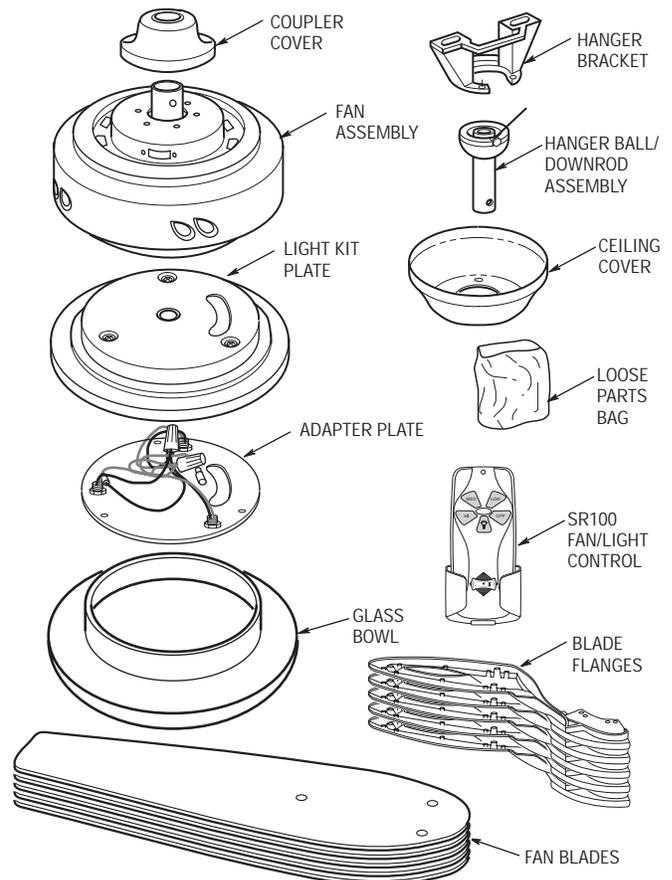
2. Remove the fan assembly from the protective plastic bag. Place the fan assembly into the upper foam pad with the top of the motor facing up.

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

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

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

- Fan motor assembly
- One ceiling cover
- Five fan blades
- Five blade flanges
- One hanger ball/downrod assembly
- One hanger bracket
- One glass globe
- One SR100 fan/light control
- One light kit plate
- One adapter plate
- One coupler cover
- One loose parts bag containing:
 - Sixteen 3/16-24 x 5/16" slotted Phillips washer head blade screws
 - Sixteen Fiber blade washers
 - Eleven 1/4-20 x 3/8" Phillips oval head flange screws
 - Three wire connectors
 - Two 3/4" threaded studs
 - Two lockwashers
 - Two knurled knobs
 - One clevis pin
 - One hairpin clip
 - One 3/16" hex wrench
 - Three 3/16-24 nuts



How to Put Your Ceiling Fan Together

1. Remove the hanger ball by loosening the setscrew in the hanger ball until the ball falls freely down the downrod (Figure 1). Remove the clevis pin from the downrod, then remove the hanger ball. Retain the pin and hanger ball for reinstallation in step 5.

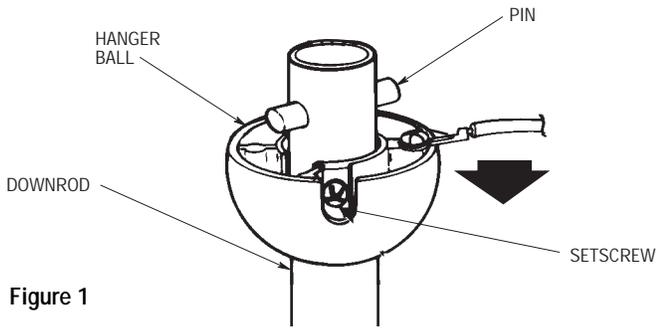


Figure 1

2. Loosen setscrew in motor coupling if necessary. Separate, untwist and unkink the three 80" motor leads. Route the motor lead wires through the downrod. 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 2). The clevis pin must go through the holes in the motor coupling and the holes in the downrod. Be sure to 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 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 2) could result in the fan falling.

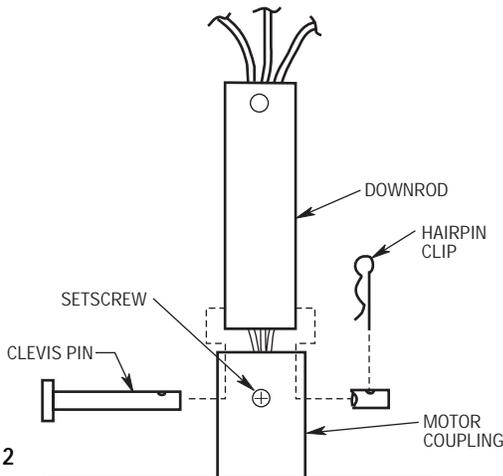


Figure 2

3. While pulling up on the downrod, securely tighten the setscrew in the motor coupling (Figure 3).

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

4. Make sure the grommet is properly installed in the coupling cover then slide the coupler cover on the downrod until it rests on the motor housing. Place the ceiling cover over the downrod. Be sure both the ceiling cover and the coupler cover are oriented correctly (Figure 3).

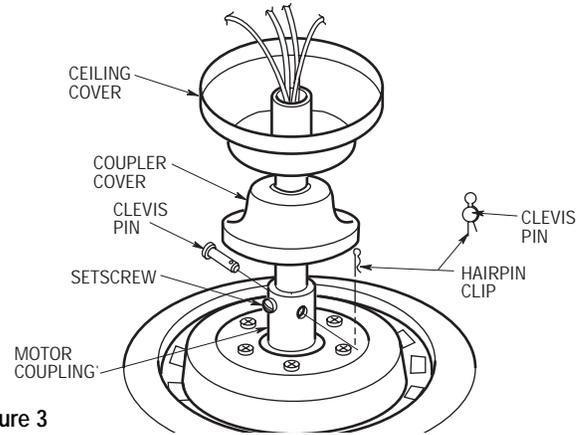


Figure 3

5. Reinstall the hanger ball (Figure 4) on the downrod as follows. Route the motor leads through the downrod. Position the pin through the two holes in the downrod and align 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.

⚠ 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.

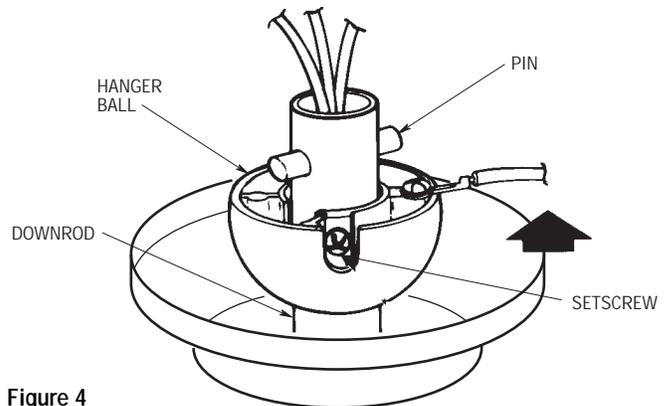


Figure 4

6. The fan comes with blue, black and white leads that are 80" long. Before installing 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-inch from end of leads.

7. Mount blade flanges to fan blades using three 3/16-24 x 5/16" slotted Phillips washer head blade screws and three fiber blade washers (Figure 5).

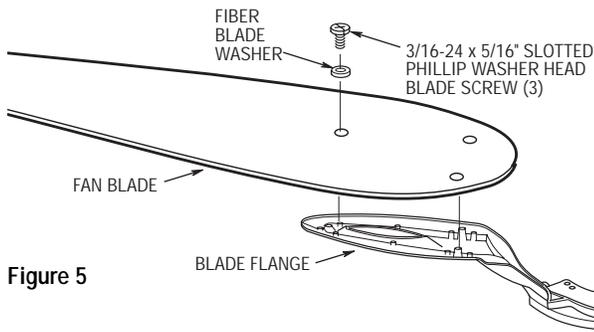


Figure 5

- 8. Turn fan assembly upside down in preparation for mounting fan blade assemblies.

NOTE: Take care not to scratch fan housing when installing blades.

- 9. Attach blade assembly to motor hub using two 1/4-20 x 3/8" Phillips oval head flange screws. Make sure the screws are tightened securely (Figure 6). Repeat this procedure for other four blade assemblies.

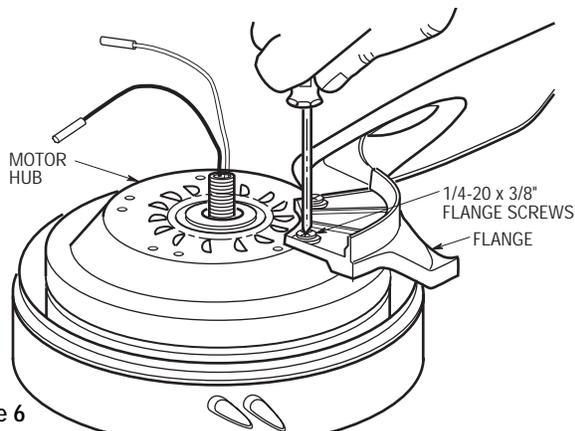


Figure 6

⚠ WARNING

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

- 10. Using the 3/16" hex wrench (supplied), loosen the setscrew in the adapter plate collar. Pass the blue and white leads through the collar and tightly screw the adapter plate onto the motor shaft (Figure 7). Securely tighten the setscrew in the adapter plate collar.

NOTE: The setscrew must be securely tightened to prevent the adapter plate from loosening when the glass bowl is installed.

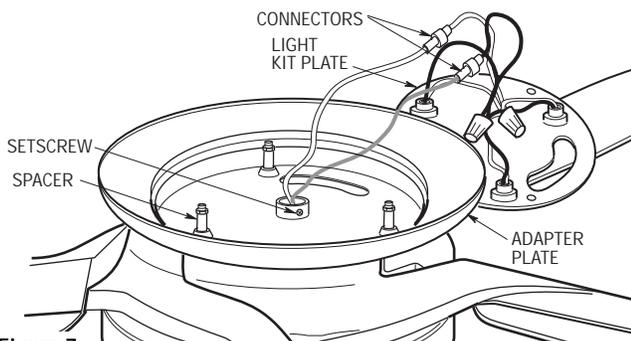


Figure 7

- 11. Connect the white wire from the light kit plate to the white wire from the motor; connect the black wire from the light kit plate to the blue wire from the motor (Figure 7). Make sure the connectors are fully engaged.
- 12. Position the light kit plate so that the studs on the adapter plate protrude through the three holes in the light kit plate. Install a 3/16-24 nut on each stud.

NOTE: Be sure the wires are not pinched between the light kit plate and the spacers or motor shaft.

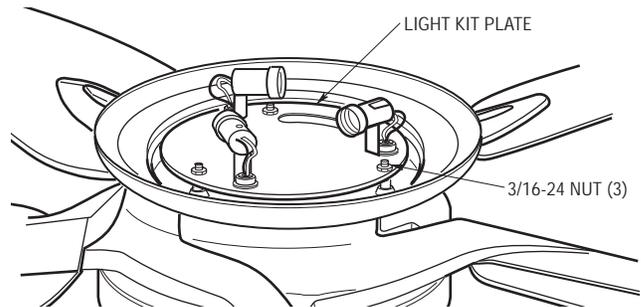


Figure 8

Electrical 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 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 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 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 Hang Your Ceiling Fan

⚠ WARNING

The fan must be hung with at least 7' of clearance from floor to blades (Figure 9).

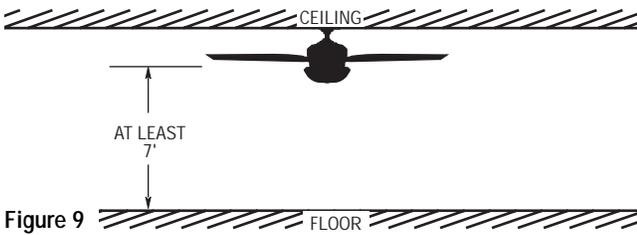


Figure 9

⚠ WARNING

The outlet box must be securely anchored and capable of withstanding a load of at least 50 lbs.

⚠ 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 in in doubt.

1. Securely attach the hanger bracket to the outlet box using the two screws supplied with the outlet box. (Figure 10.)

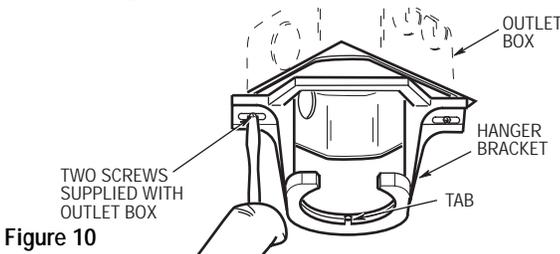


Figure 10

⚠ 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.

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 11). 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 fire or shock, do not pinch wires between the hanger ball/downrod assembly and hanger bracket.

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

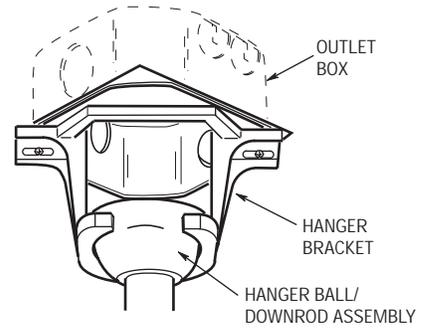


Figure 11

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.

1. Your ceiling fan is supplied with an Emerson SR100 Fan/Light Control. Wire your ceiling fan in accordance with the Owner's Manual supplied with the SR100 Fan/Light Control. After splices have been made, carefully push splices up into the outlet box.

⚠ 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.

2. After completion of wiring, install the ceiling cover as follows. Screw the two 3/4" threaded studs (provided) into the tapped holes in the hanger bracket.
3. Lift the ceiling cover up to the threaded studs and turn until studs protrude through the holes in the ceiling cover (Figure 12).
4. Secure the ceiling cover in place by sliding lockwashers over the threaded studs and installing the two knurled knobs (supplied). (Figure 12.) Tighten the knurled knobs securely until the ceiling cover fits snugly against the ceiling and the hole in the ceiling cover is clear of the downrod. Your fan is now wired to be turned on and off from the fan switch.

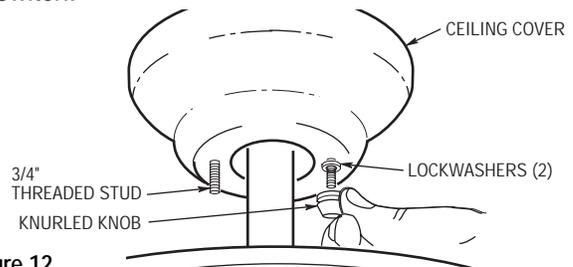


Figure 12

⚠ 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.

Installing Glass Globe

1. Install three candelabra base bulbs in sockets.
2. Place the glass bowl into the opening in the light kit plate, aligning the three flat areas on the top edge of the glass with the three raised dimples on the light kit plate and turn the glass bowl clockwise until it stops (Figure 13).

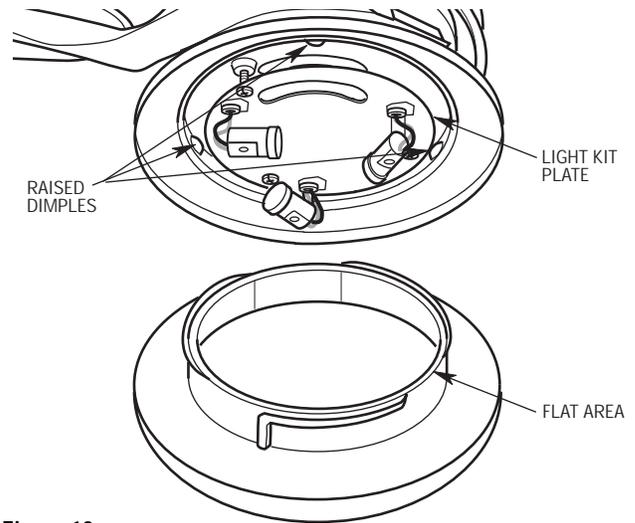


Figure 13

NOTE: periodically check that the glass bowl is seated fully clockwise in the light kit plate.

Using Your Ceiling Fan

1. Restore electrical power to the outlet box by turning the electricity on at the main fuse box or circuit breaker panel.
2. All fans are shipped from the factory with the reversing switch positioned to circulate air downward. If airflow is desired in opposite direction, turn your fan off and wait for the blades to stop turning, then slide the reversing switch to (located at the top of the motor housing) opposite position, and turn fan on again. The fan blades will turn in the opposite direction and reverse the airflow.
3. Refer to the Owner's Manual supplied with the SR100 Fan/Light Control for operation of the fan and light.

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.	<ol style="list-style-type: none"> 1. Fuse or circuit breaker blown. 2. Loose power line connections to the fan, or loose switch wire connections in the switch housing. 3. Reversing switch in neutral position. 	<ol style="list-style-type: none"> 1. Check main and branch circuit fuses or circuit breakers. 2. Check line wire connections to fan and switch wire connections in the switch housing. 3. Make sure reversing switch position is all the way to one side. <p>CAUTION: Make sure main power is turned off.</p>
2. Fan sounds noisy.	<ol style="list-style-type: none"> 1. Blades not attached to fan. 2. Screws securing fan blade flanges to motor are loose. 3. Screws holding blades to flanges are loose. 4. Glass bowl loose. 	<ol style="list-style-type: none"> 1. Attach blades to fan before operating. 2. Check to make sure the screws which attach the fan flanges to the motor are tight. 3. Tighten screws securely. 4. Tighten the glass bowl securely.
3. Fan wobbles excessively.	<ol style="list-style-type: none"> 1. Setscrew in motor coupling is loose. 2. Setscrew in hanger ball/downrod assembly is loose. 3. Screws securing fan blade flanges to motor are loose. 4. Fan blade flanges not seated properly. 5. Hanger bracket and/or ceiling outlet box is not securely fastened. 6. Fan blades out of balance. 	<ol style="list-style-type: none"> 1. Raise coupler cover and tighten the setscrew securely. 2. Tighten the setscrew in the hanger ball/downrod assembly. 3. Check to be sure screws which attach the fan blade flanges to the motor are tight. 4. Check to be sure the fan blade flanges seat firmly and uniformly to the surface of the motor. If flanges are seated incorrectly, loosen the flange screws and retighten according to the procedure in the section on "How to Put Your Ceiling Fan Together". 5. Tighten the hanger bracket screws to the outlet box, and/or secure outlet box. 6. Interchanging an adjacent (side-by-side) blade pair can redistribute the weight and result in smoother operation.

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. Downrod Extension Kits (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 Company. Substitution of parts or accessories not designated for use with this product by Emerson Company could result in personal injury or property damage.

Repair Parts Listing

Key No.	Description	Model No.			
		CF925WW 00	CF925BK 00	CF925BS 00	CF925OB 00
—	Hanger Ball Assembly, Consisting of:	761655	761655-1	761655-17	761655-9
1	Hanger Bracket	—	—	—	—
2	Hanger Ball	—	—	—	—
3	Downrod	—	—	—	—
—	Parts Bag Containing:	761729	761729-1	761729-2	761729-1
4	Wire Connector (3)	—	—	—	—
5	Stud, Threaded, 3/4" (2)	—	—	—	—
6	Lockwashers (2)	—	—	—	—
7	Knob, Knurled (2)	—	—	—	—
8	Pin, Clevis	—	—	—	—
9	Clip, Hairpin	—	—	—	—
11	Hex Wrench, 3/16"	—	—	—	—
13	Nut, 3/16-24 (3)	—	—	—	—
15	Screw, 1/4-20 x 3/8" (11)	—	—	—	—
16	Screw, 3/16-24 x 5/16" (16)	—	—	—	—
23	Fiber Blade Washer (16)	—	—	—	—
10	Adapter Plate	761696	761696-1	761696-2	761696-3
12	Light Kit Plate Assembly	761732	761732	761732	761732
14	Glass Globe	761670	761670	761670	761670
17	Blade (set of 5)	761727-1	761727	761727-2	761727-3
18	Flange (set of 5)	761728	761728-1	761728-2	761728-3
19	Canopy, Ceiling	761504-3	761504-9	761504-12	761504-11
20	Wiring Harness with Capacitor	761730	761730	761730	761730
21	Coupler Cover	761760	761760-1	761760-2	761760-3
22	SR100 Fan/Light Control	*	*	*	*
—	Owner's Manual	BP7205-4	BP7205-4	BP7205-4	BP7205-4

* Contact your nearest authorized Emerson fan dealer for replacement SR100 Fan/Light Control.

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

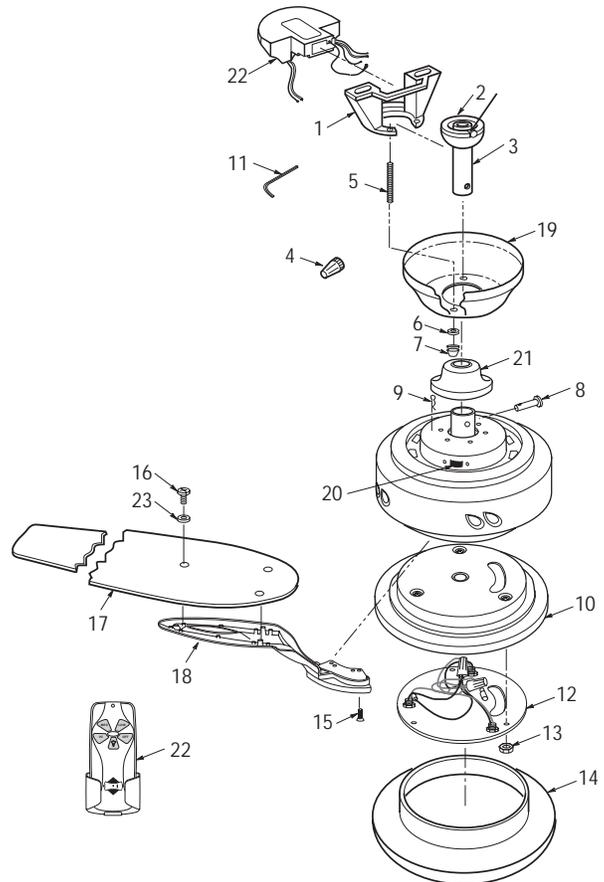
HOW TO ORDER REPAIR PARTS

WHEN ORDERING REPAIR PARTS, ALWAYS GIVE THE FOLLOWING INFORMATION:

- PART NUMBER
- PART DESCRIPTION
- NAME OF ITEM
- 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.



EMERSON
Air Comfort Products

DIVISION OF EMERSON COMPANY
8100 W. Florissant, St. Louis, MO 63136