

12" POWER WINDOW FAN



Owner's Guide

◀ **INFO HOT-LINE:** If, after reading this owner's guide you have any questions or comments, please call 1-800-5-HOLMES and a Customer Service Representative will be happy to assist you.

PLEASE READ AND SAVE THESE INSTRUCTIONS

IMPORTANT INSTRUCTIONS

When using electrical appliances, basic safety precautions should always be taken including the following:

- Use fan only for purposes described in the instruction manual.
- To protect against electrical shock do not immerse unit, plug or cord in water or spray with liquids.
- Close supervision is necessary when any appliance is used by or near children.
- Unplug from outlet when not in use, when moving fan from one location to another, before putting on or taking off parts, and before cleaning.
- Avoid contact with moving parts.
- Do not operate in the presence of explosive and/or flammable fumes.
- Do not place fan or any parts near an open flame, cooking or other heating appliance.
- Do not operate any appliance with a damaged cord, plug, after the appliance malfunctions, or has been dropped/ damaged in any manner.
- The use of attachments not recommended or sold by the appliance manufacturer may cause hazards.
- Do not use outdoors.
- Do not let the cord hang over the edge of a table, counter, or come in contact with hot surfaces.

- To disconnect, grip plug and pull from wall outlet. Never yank on cord.
- Always use on a dry, level surface.
- Do not operate without fan grills properly in place.
- This product is intended for household use **ONLY** and not for commercial or industrial applications.

WARNING: To reduce the risk of fire or electrical shock, **DO NOT USE THIS FAN** with any **SOLID STATE Fan Speed Control Device**
PLEASE READ AND SAVE THESE INSTRUCTIONS

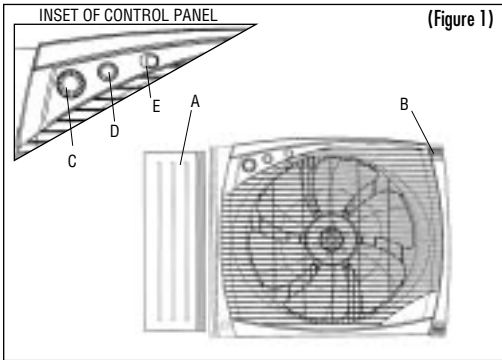
THIS PRODUCT IS EQUIPPED WITH A POLARIZED A.C. (Alternating Current) PLUG (a plug having one blade wider than the other). This plug will fit into the power outlet only one way. This is a safety feature. If you are unable to insert the plug fully into the outlet, try reversing the plug. If the plug should still fail to fit, contact an electrician to replace the obsolete outlet.
DO NOT DEFEAT THE SAFETY PURPOSE OF THIS POLARIZED PLUG



PRE-INSTALLATION INSTRUCTIONS:

Carefully unpack all contents of carton.

- This window fan comes fully assembled and is ready for immediate installation.
- **PLEASE NOTE:** There are separate sets of extender panels at each end of the box, packed in the styrofoam. For this model there are a total of two, measuring 3.5" each.
- Before installation, familiarize yourself with the built-in side extender (B) and the 2 additional extenders (A) provided to assist you in achieving the perfect fit for your window fan (see figure #1).



WE RECOMMEND KEEPING THE WINDOW SCREEN IN PLACE.

- SLIDE-ON EXTENDERS (TWO 3.5")
- BUILT-IN SLIDE-OUT EXTENDER (PULLS OUT 7") not shown
- 3 SPEED CONTROL
- THERMOSTAT CONTROL DIAL
- INTAKE/EXHAUST SWITCH

INSTALLATION INSTRUCTIONS:

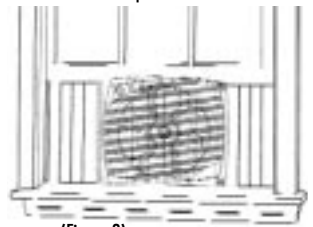
This window fan has been designed to fit double-hung or vertical slider/windows with minimum openings of 19" wide and 14" high. As noted above, it is also designed and recommended for use with your window screen in place.

FOR DOUBLE-HUNG AND SLIDER WINDOWS:

NOTE: On SLIDER WINDOWS the bottom section must be the side you add extenders to (left side). The controls should face toward the window.

- STEP 1.** With the window open, take an accurate measurement of the opening where the unit will be placed.
- STEP 2.** Match your window measurement with the installation guide on page 2; adding the appropriate extender panel(s) (3.5" each) to the left side, while using the built-in extender on the right side (up to 7").
- STEP 3.** Once you have added extender panels (if necessary), set the fan in the window and complete the installation process with the built-in extender. Pull out both clips on the right side (top to bottom) of the fan, then adjust the built-in extender to fill the remaining space. After obtaining a snug, safe fit, lock the extender in place, by pushing the clips down.

- STEP 4.** Carefully close the window onto the top of the fan so that the bottom edge of the window rests behind the top line of the fan housing. This helps hold the fan in place.



(Figure 2)



CASEMENT WINDOWS:

For a safe, secure fit in your casement window, you will need a special bracket system. For easier installation in a casement window, we will provide you with two brackets and screws at no additional cost. Please keep in mind, your casement window must be at least 19" high and 14" wide to use this window fan. Please call our customer service department, 1-800-5-HOLMES, for further assistance.

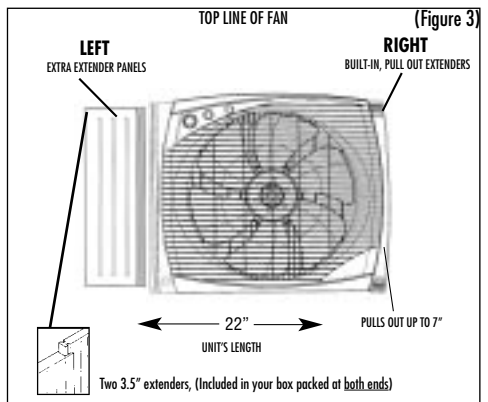
INSTALLATION GUIDE:

For 19" to 22" Use up to 3" of right side, pull out extender.

For 23" to 26" Use one 3.5" extender panel on the left side. Adjust the pull out extender on the right for a tight fit (from .5" to 7")

For 27" to 33" Use two 3.5" extender panels on the left side. Adjust the pull out extenders on the right for a tight fit (To 7")

Larger than 33" Additional extender panels will be required. (See attached mail order offer or call 1-800-5-Holmes.)

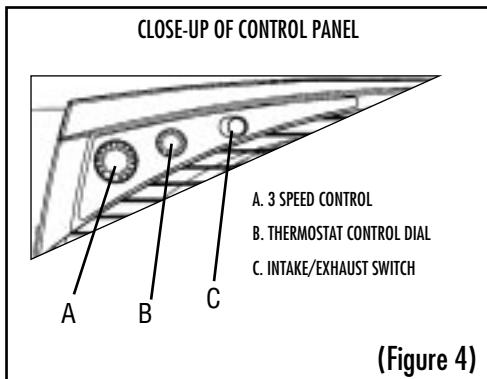


OPERATING INSTRUCTIONS:

- Make sure rotary switch is in the OFF position (see fig. 4).
- Plug into 120V AC electric outlet.
- Turn the Thermostat Dial clockwise toward "LO".
- Flip the INTAKE/EXHAUST Switch to the desired setting before turning on the fan. Note: When changing from intake to exhaust we recommend shutting the fan off before switching the intake/exhaust control.
- To start the unit, turn the rotary speed control switch to desired speed (HI, MED, LO)

NOTE: On the speed control switch: High= the 3 vertical lines, Med= 2 vertical lines & LO = one vertical line.

Warning: Be sure fan is secure in window at all times. NEVER push or lean on your fan.



THERMOSTAT INSTRUCTIONS:

Your window fan is equipped with a Comfort Control Thermostat that automatically turns the fan ON and OFF depending on the preset comfort level. This is ideal for operation at night when the temperature drops.

- While the Window Fan is on, turn the "Comfort Control" Thermostat dial counter-clockwise towards "HI" until the fan stops. This is the selected comfort level.
- If the fan is stopped and you want the room cooler, rotate the Comfort Control Thermostat dial clockwise until the fan starts, towards "LO" (Towards Cooler).

IMPORTANT: If you desire continuous running of the fan, the Comfort Control Thermostat dial should be turned all the way clockwise, towards "LO".

OPTIONAL POLLEN CATCHER INSTRUCTIONS:

The HAWF-1013 can be used with a specially designed air filter. The new "Pollen Catcher" System will trap small dirt, dust, pollen and other small particles. Pollen Catcher filters are made of a washable foam material that can be re-used; with a recommended replacement interval of 2-3 months.

A special limited offer is available on the purchase of Pollen Catcher Filters. For \$12.99 including shipping and handling we will ship you two filters and a re-usable frame. To reorder call **1-800-5-HOLMES**.

CLEANING/MAINTENANCE INSTRUCTIONS:

Follow these instructions to correctly and safely care for your Holmes® window fan.

Please remember:

- Always unplug the fan before cleaning or disassembling.
- Do not allow water to enter into the fan housing.
- Be sure to use a soft cloth moistened with mild soap solution.
- Do not use any of the following as a cleaner: gasoline, thinner, benzene.

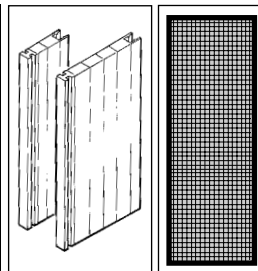
DETACH FROM INSTRUCTIONS AND MAIL IN THIS FORM

IT'S A GREAT IDEA! Additional Extender Panels & Pollen Catcher™ Filters Available

EXTENDER PANELS
\$9.99 (per pair)

**POLLEN
CATCHER™ FILTERS**
\$12.99 (per pair)

INCLUDES SHIPPING
AND HANDLING



Fill out form on reverse side or call
1-800-5-HOLMES
to place your order today.

FAN SERVICE INSTRUCTIONS:

1. Do NOT attempt to repair or adjust any electrical or mechanical functions on this unit. Doing so will void the warranty.
2. If you have any questions regarding this unit's operation or believe any repair is necessary, please call 1-800-5-HOLMES to speak with a Customer Service Representative.
3. If you need to exchange the unit, please return it in its original carton, with a sales receipt, to the store where you purchased it. If you are returning the unit more than 30 days after the date of purchase, please see the enclosed warranty.
4. If you have any other questions or comments, feel free to write us or call 1-800-5-HOLMES:

Holmes Products Corp.
P.O. Box 769
Milford, MA 01757-0769

For your own records, staple or attach your sales receipt to this manual. Also, please take a moment to write the store name/location and date purchased below.

STORE NAME _____

LOCATION: _____

DATE PURCHASED: _____

(STAPLE RECEIPT HERE)

DETACH FROM INSTRUCTIONS AND MAIL IN THIS FORM

PLEASE USE THIS FORM TO ORDER-BY-MAIL.

A photocopy of this form will not be accepted

ITEM #	DESCRIPTION	QUANTITY	PRICE	SUB TOTAL
EP1013	Extender Panels for HAWF-1013		\$9.99/ pair	
PC1013	Pollen Catcher for HAWF-1013		\$12.99/ pair	
MA Residents add 5% Sales Tax				
TOTAL				

Method of Payment: Check/Money Order MC Visa

Account # _____

Exp. Date _____

Signature _____

SHIP TO: (PLEASE PRINT)

PHONE _____

STREET _____

CITY _____

STATE _____ ZIP _____

To order, please send your (U.S. Bank) check or money order, and this completed form to:

HOLMES PRODUCTS CORP.,
P.O. Box 769,
Milford, MA 01757-0769

THREE (3) YEAR LIMITED WARRANTY

SAVE THIS WARRANTY INFORMATION

- A. The quality controls used in the manufacture of this Holmes product are to ensure your satisfaction.
- B. This Warranty applies only to the original purchaser of this product.
- C. This Warranty applies ONLY to repair or replacement of any supplied or manufactured parts of this product that, upon inspection by Holmes authorized personnel, proves to have failed in normal use due to defects in material or workmanship. Holmes will determine whether to repair or replace the unit. This Warranty does not apply to installation expenses.
- D. Operating this unit under conditions other than those recommended or at voltages other than the voltage indicated on the unit, or attempting to service or modify the unit, will render this WARRANTY VOID.
- E. Unless otherwise proscribed by law, Holmes shall not be liable for any personal injury, property or any incidental or consequential damages of any kind (including water damage) resulting from malfunctions, defects, misuse, improper installation or alteration of this product.
- F. All parts of this Holmes product are guaranteed for a period of 3 years as follows:
 1. Within the first 30 days from date of purchase, the store from which you purchased your Holmes product should replace this product if it is defective in material or workmanship (provided the store has in-stock replacement.)
 2. Within the first thirty-six months from date of purchase, subject to the conditions in paragraph H, Holmes will repair or replace the product if it is defective in material or workmanship providing it is returned to Holmes, freight prepaid, with PROOF OF PURCHASE date, together with \$10.00 for return shipping and handling charges.
- G. If you have any problem with this product, please write our Customer Service Dept., or call, 1-800-5-HOLMES.
- H. **IMPORTANT RETURN INSTRUCTIONS** Your warranty depends on your following these instructions if you are returning the unit more than 30 days after the date of purchase:
 1. Carefully pack the item in its original carton or other suitable box to avoid damage in shipping.
 2. Before packing your unit for return; be sure to enclose:
 - a) your name, full address with zip code and telephone number,
 - b) a dated sales receipt or PROOF OF PURCHASE,
 - c) your \$10.00 check for return shipping and handling, and
 - d) the model number of the unit and the problem you are having. (Enclose in an envelope and tape directly to the unit before the box is sealed.)
 3. Holmes recommends you ship the package U.P.S. ground service for tracking purposes.
 4. All shipping charges must be prepaid by you (as noted in paragraph F).
 5. Ship to:

HOLMES PRODUCTS CORP.,
CUSTOMER SERVICE DEPARTMENT,
233 FORTUNE BLVD.,
MILFORD MA 01757

SHIPPING AND HANDLING CHARGES: \$10.00

This warranty gives you specific legal rights, and you may have other rights which vary from state to state. The provisions of this warranty are in addition to, and not a modification of, or subtraction from, the statutory warranties and other rights and remedies contained in any applicable legislation. To the extent that any provision of this warranty is inconsistent with any applicable law, such provision shall be deemed voided or amended, as necessary, to comply with such law.

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