

**For Your Records and
Warranty Assistance**

For reference, also attach your receipt or a copy
of your receipt to the manual.

Grandview _____

Model Name

23923, 23930 _____

Model No.

Date Purchased

Where Purchased

Type 5 Models

Owner's Guide and Installation Manual

English

Español

Form# 42773-01
20090618
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Hunter
SINCE 1886

Welcome

Your new Hunter® ceiling fan is an addition to your home or office that will provide comfort and performance for many years. This installation and operation manual gives you complete instructions for installing and operating your fan.

We are proud of our work. We appreciate the opportunity to supply you with the best ceiling fan available anywhere in the world.

Before installing your fan, for your records and warranty assistance, record information from the carton and Hunter nameplate label (located on the top of the fan motor housing).

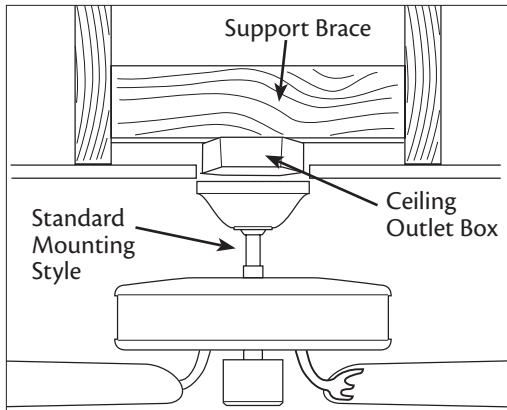
Cautions and Warnings

- **READ THIS ENTIRE MANUAL CAREFULLY BEFORE BEGINNING INSTALLATION. SAVE THESE INSTRUCTIONS.**
- Use only Hunter replacement parts.
- To reduce the risk of personal injury, attach the fan directly to the support structure of the building according to these instructions, and use only the hardware supplied.
- To avoid possible electrical shock, before installing your fan, disconnect the power by turning off the circuit breakers to the outlet box and associated wall switch location. If you cannot lock the circuit breakers in the off position, securely fasten a prominent warning device, such as a tag, to the service panel.
- All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70. If you are unfamiliar with wiring, use a qualified electrician.
- To reduce the risk of personal injury, do not bend the blade attachment system when installing, balancing, or cleaning the fan. Never insert foreign objects between rotating fan blades.
- To reduce the risk of fire, electrical shock, or motor damage, do not use a solid-state speed control with this fan. Use only Hunter speed controls.

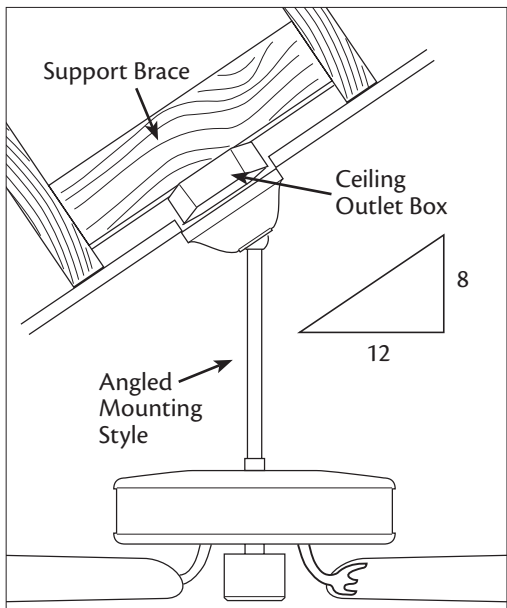
Table Of Contents

1 • Getting Ready.....	4
2 • Installing the Ceiling Plate.....	5
3 • Assembling and Hanging the Fan ...	6
4 • Wiring the Fan.....	7
5 • Installing the Canopy.....	8
6 • Assembling the Blades.....	9
7 • Completing Your Installation With a Bowl Light Fixture.....	10
8 • Operating and Cleaning Your Ceiling Fan.....	13
9 • Troubleshooting.....	14

Installer's Choice and Optional Accessories



Standard Mounting hangs from the ceiling by a downrod (included).



Angled Mounting recommended for a vaulted or angled ceiling

Understanding Mounting and Installer's Choice®

Hunter's patented 2-position mounting system provides you maximum installation flexibility and ease. You can install your Hunter fan in one of two ways, depending on ceiling height and your preference: Standard or Angled mounting. The steps in this manual include instructions for both Installer's Choice mounting methods.

Considering Optional Accessories

Consider using Hunter's optional accessories, including a wall-mounted or remote speed control. To install and use the accessories, follow the instructions included with each product. For quiet and optimum performance of your Hunter fan, use only Hunter speed controls.

For ceilings higher than 8 feet, you can purchase Hunter extension downrods. All Hunter fans use sturdy 3/4" diameter pipe to assure stability and wobble-free performance.

▲ CAUTION: To reduce the risk of personal injury, attach the fan directly to the support structure of the building according to these instructions, and use only the hardware supplied.

1 • Getting Ready

To install a ceiling fan, be sure you can do the following:

- Locate the ceiling joist or other suitable support in ceiling.
- Drill holes for and install wood screws.
- Identify and connect electrical wires.
- Lift 40 pounds.

If you need help installing the fan, your Hunter fan dealer can direct you to a licensed installer or electrician.

Gathering the Tools

You will need the following tools for installing the fan:

- Electric drill with 9/64" bit
- Standard screwdriver (magnetic tip recommended)
- Phillips-head screwdriver (magnetic tip recommended)
- Wrench or pliers
- Ladder (height dependent upon installation site)

Checking Your Fan Parts

Carefully unpack your fan to avoid damage to the fan parts. Refer to the included Parts Guide. Check for any shipping damage to the motor or fan blades. If any parts are missing or damaged, contact your Hunter dealer or call Hunter Technical Support Department at 888-830-1326.

Preparing the Fan Site

Before you begin installing the fan, follow all the instructions in the pullout sheet called "Preparing the Fan Site." Proper ceiling fan location and attachment to the building structure are essential for safety, reliable operation, maximum efficiency, and energy savings.

Installing Multiple Fans?

If you are installing more than one fan, keep the fan blades and blade irons (if applicable) in sets, as they were shipped.

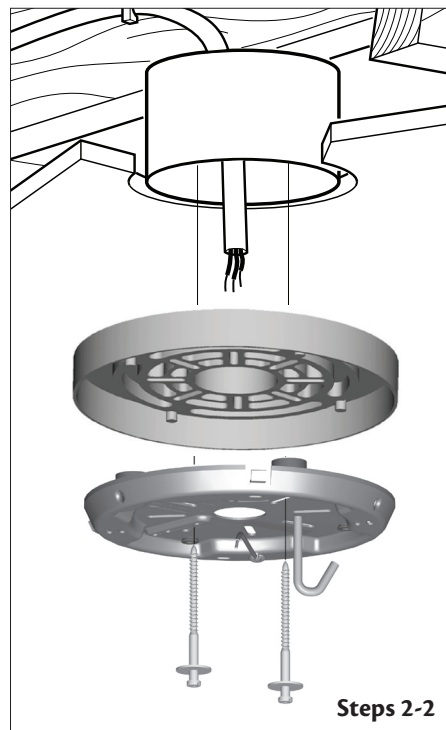
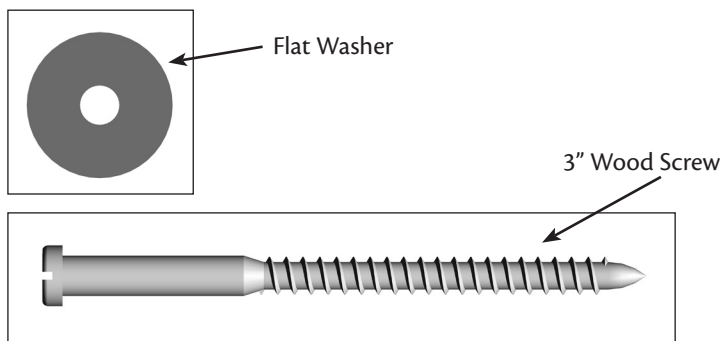
2 • Installing the Ceiling Plate

⚠ CAUTION: To avoid possible electrical shock, before installing your fan, disconnect the power by turning off the circuit breakers to the outlet box and associated wall switch location. If you cannot lock the circuit breakers in the off position, securely fasten a prominent warning device, such as a tag, to the service panel.

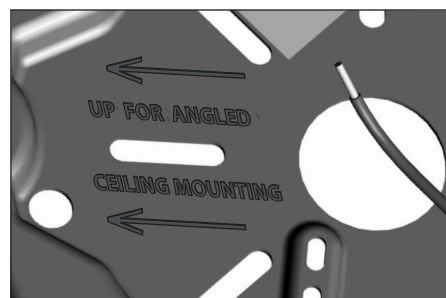
- 2-1. Drill two pilot holes into the wood support structure through the outermost holes in the outlet box. The pilot holes should be $9/64$ " in diameter.
- 2-2. Align the slotted holes in the ceiling plate with the pilot holes you drilled in the wood support structure. For proper alignment use slotted holes directly across from each other.
- 2-3. Place the ceiling gasket over the ceiling plate so that the slots and the raised surfaces on the ceiling gasket align with the slots and holes on the ceiling plate.
- 2-4. Use a 3" wood screw to pierce two holes in the ceiling gasket that match the pilot holes you drilled in step 2-1.
- 2-5. Thread the lead wires from the outlet box down through the hole in the middle of the ceiling gasket and ceiling plate.

Note: The ceiling gasket should be flush against the ceiling.

Tighten the screws into the $9/64$ " pilot holes; do not use lubricants on the screws. Do not over tighten.



Steps 2-3 – 2-5



For Angled Ceilings: Be sure to orient the ceiling plate so that the arrows printed on the ceiling plate are pointing toward the ceiling peak.

3 • Assembling and Hanging the Fan

⚠ WARNING: Fan may fall if not assembled as directed in these installation instructions.

- 3-1. Unbundle the wires from the fan.
- 3-2. Remove the shipping spacer from the top of the motor housing.

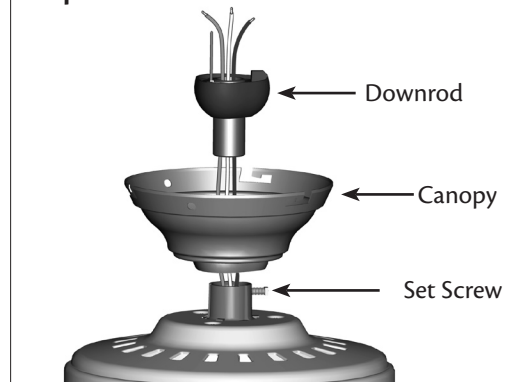
For Standard or Angle mounting:

- 3-3. To assemble fan to hang down from a flat or angled ceiling, insert the downrod through the canopy. Feed the wires from the fan through the downrod.
- 3-4. Loosen the square head set screw on the adapter to install the pipe and ball assembly. **Note:** When the pipe and ball assembly is fully installed, 2-3 threads on the pipe will still be visible; this is normal. Securely retighten the set screw with a wrench or pliers.

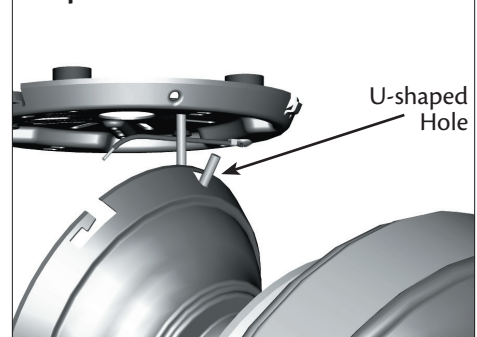
⚠ CAUTION: The adapter has a special coating on the threads. Do not remove this coating; the coating prevents the downrod from unscrewing. Once assembled, do not remove the downrod.

- 3-5. Raise the fan and place the hook on the ceiling plate through the U-shaped hole in the rim.

Steps 3-2 – 3-3



Step 3-4



4 • Wiring the Fan

All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70-1999. If you are unfamiliar with wiring, use a qualified electrician.

Wall switches are not included. Select an acceptable general-use switch in accordance with national and local electrical codes.

- 4-1. Before attempting installation, make sure the power is still off.
- 4-2. To connect the wires, hold the bare metal leads together and place a wire connector over them, then twist clockwise until tight. For all these connections use the wire connectors provided.
- 4-3. Connect the bare or green ground wire (grounding) from the ceiling to the green ground wire (grounding) from the ceiling plate and the green ground wire (grounding) from the fan.
- 4-4. Connect the white wire (grounded) from the ceiling to the white wire (grounded) from the fan.
- 4-5. Connect the remaining wires as follows:

Dual Switch Wiring:

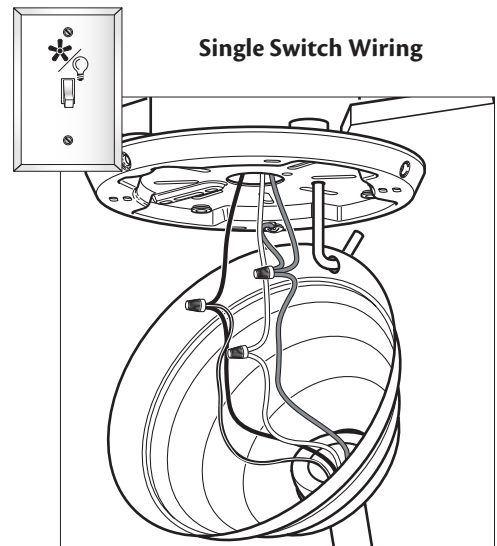
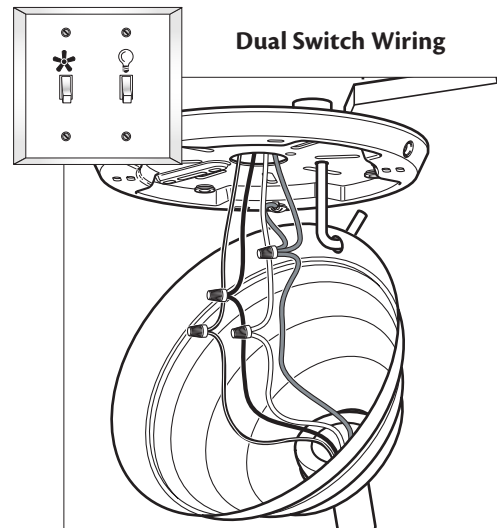
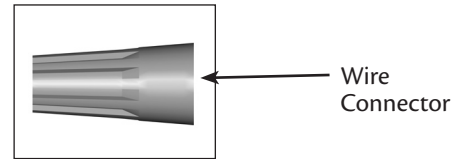
- The black wire (ungrounded) from the ceiling to the black wire (ungrounded) from the fan
- The black/white wire (ungrounded) from the fan to the wire (ungrounded) for the wall switch

Single Switch Wiring:

- The black wire (ungrounded) from the ceiling to the black (ungrounded) and the black/white wire (ungrounded) from the fan

▲ CAUTION: Be sure no bare wire or wire strands are visible after making connections.

- 4-6. Turn the splices upward and push them carefully back through the ceiling plate into the outlet box.
- 4-7. Spread the wires apart, with the grounded wires on one side of the outlet box and the ungrounded wires on the other side of the outlet box.

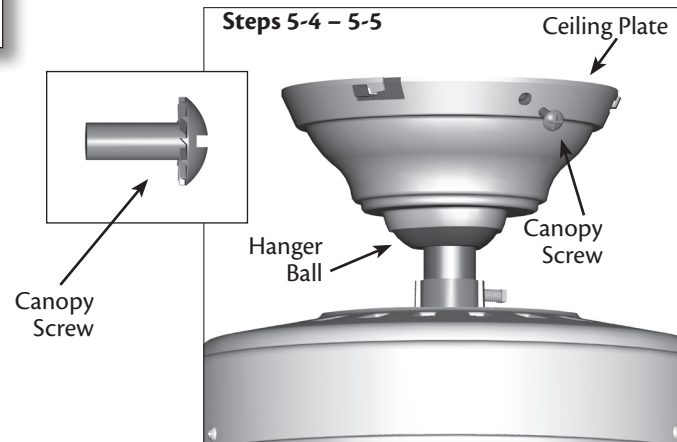
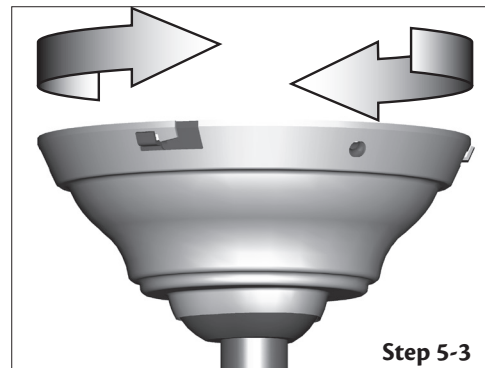
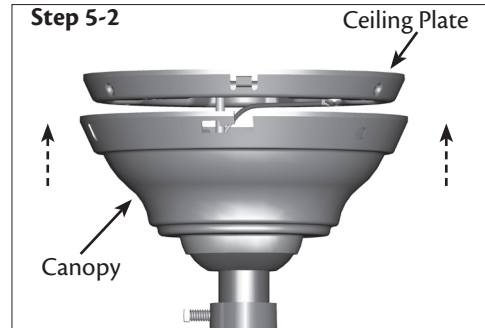


5 • Installing the Canopy

- 5-1. Holding the canopy, raise the fan off the hook.
- 5-2. Align the slots in the canopy with the tabs on the ceiling plate.
- 5-3. Raise the canopy over the ceiling plate. Rotate the canopy clockwise until the tabs on the ceiling plate totally engage with the slots in the canopy.
- 5-4. Partially install the three canopy screws into the canopy one at a time. Once all three screws are in, tighten them.
- 5-5. Using both hands, push the canopy trim ring up to the top of the canopy. The canopy trim ring will snap and lock into place.

Should you need to remove the canopy trim ring, follow these steps:

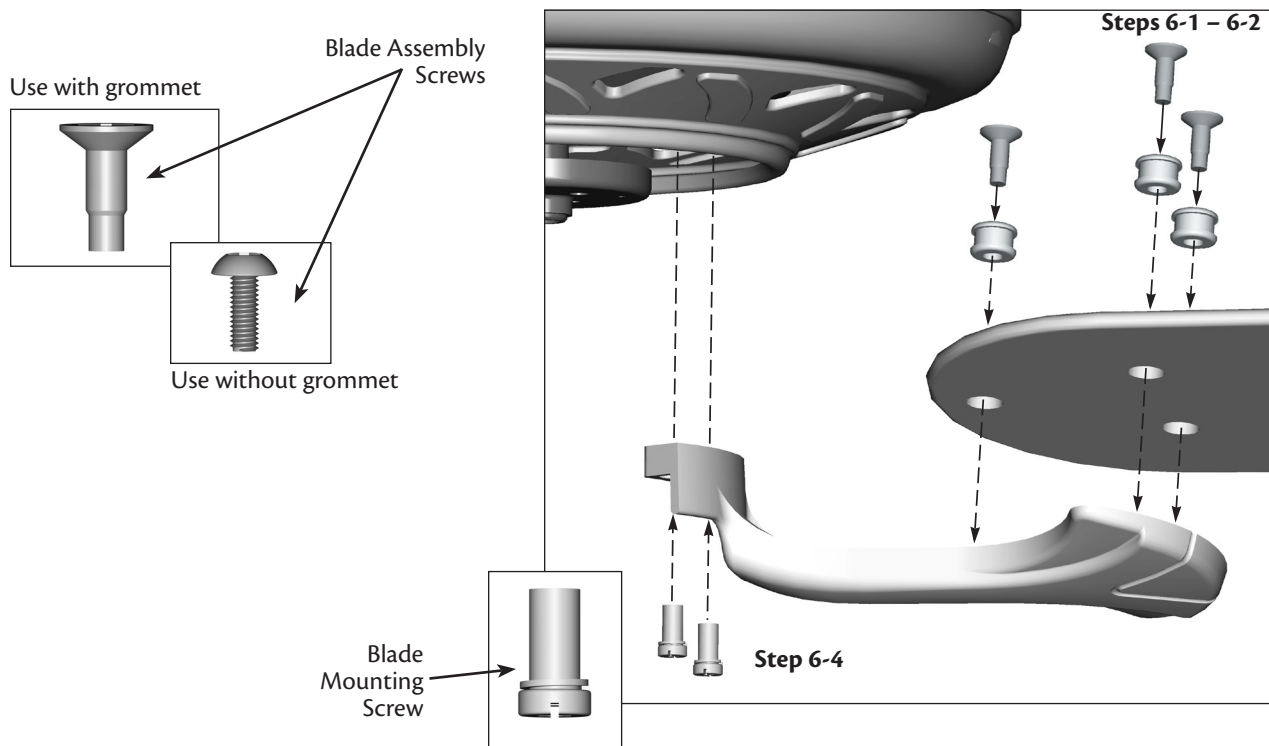
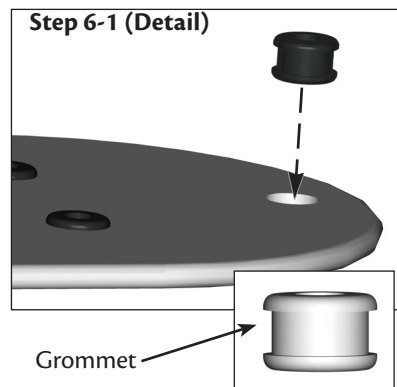
1. Locate the tab indicators, small bumps on top of tabs.
2. Press firmly on opposite sides of the ring toward the canopy. The tabs will flex out releasing the trim ring from the canopy.



6 • Assembling the Blades

Hunter fans use several styles of fan blade irons (brackets that hold the blade to the fan).

- 6-1. Your fan may include blade grommets. If your fan has grommets, insert them by hand into the holes on the blades.
- 6-2. Attach each blade to a blade iron using three blade assembly screws. If you used grommets, the blades may appear slightly loose after screws are tightened. This is normal.
- 6-3. Remove the blade mounting screws, metal shipping retainer, and shipping spacer from the motor. **Note:** Some blade mounting screws are installed in the motor to secure the metal shipping retainer.
- 6-4. For each blade, insert one blade mounting screw through the blade iron, and attach lightly to the fan. Insert the second blade mounting screw, then securely tighten both mounting screws.



7 • Completing Your Installation With a Bowl Light Fixture

Your Hunter fan comes with an integrated light fixture assembly.

▲ WARNING: Use only the light fixture supplied with this fan model.

The switch housing assembly is made up of three sections: the switch housing gasket, the upper switch housing, and the lower switch housing/light assembly.

ATTACHING THE SWITCH HOUSING GASKET AND UPPER SWITCH HOUSING

- 7-1. Locate the switch housing mounting plate, the switch housing gasket and the upper plug connector as shown.

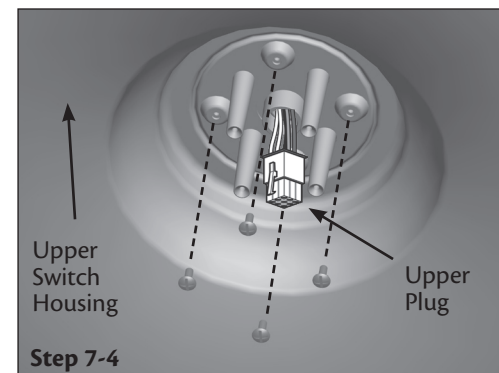
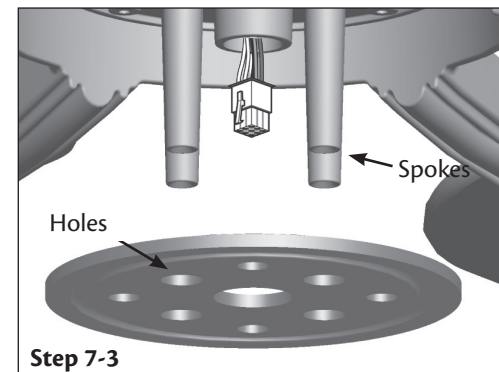
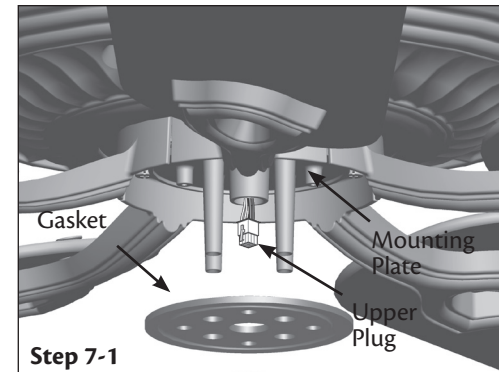
NOTE: Your fan may come with the switch housing gasket attached to the switch housing mounting plate.

If the switch housing gasket is attached to the switch housing mounting plate, go to the section "Attaching the Upper Switch Housing."

If the switch housing gasket is not attached complete the steps below.

- 7-2. Identify the top side of the switch housing gasket by looking for the raised circular ridge on the gasket.
- 7-3. With the top side of the switch housing gasket facing up towards the motor, align the holes in the gasket with the spokes on the switch housing mounting plate.
- 7-4. Feed the upper plug connector through the center opening of the upper switch housing. Push the gasket up so that it is seated flush with the mounting plate.

▲ CAUTION: Make sure the upper switch housing is securely attached to the switch housing mounting plate. Failure to properly attach and tighten all three assembly screws could result in the switch housing and light fixture falling.

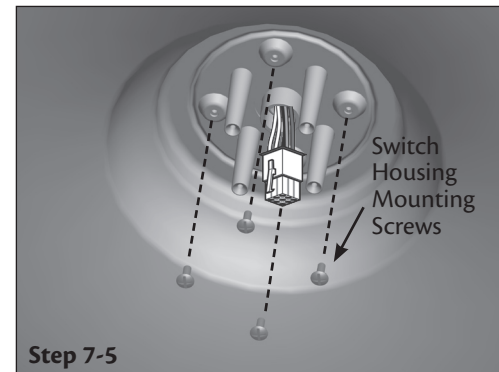


7 • Completing Your Installation With a Bowl Light Fixture (Continued)

ATTACHING THE UPPER SWITCH HOUSING

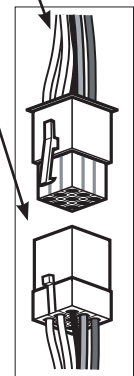
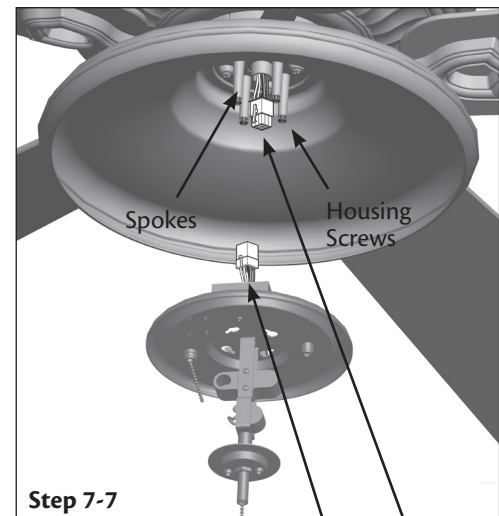
- 7-5. Locate the upper switch housing mounting screws in the sack parts.
- 7-6. Insert and tighten the screws into the outermost holes in the upper switch housing.

▲ CAUTION: Make sure the upper switch housing is securely attached to the switch housing mounting plate. Failure to properly attach and tighten all four housing assembly screws could result in water entry into live connection area and/or the switch housing and light fixture falling.



ATTACHING THE LOWER SWITCH HOUSING/LIGHT ASSEMBLY

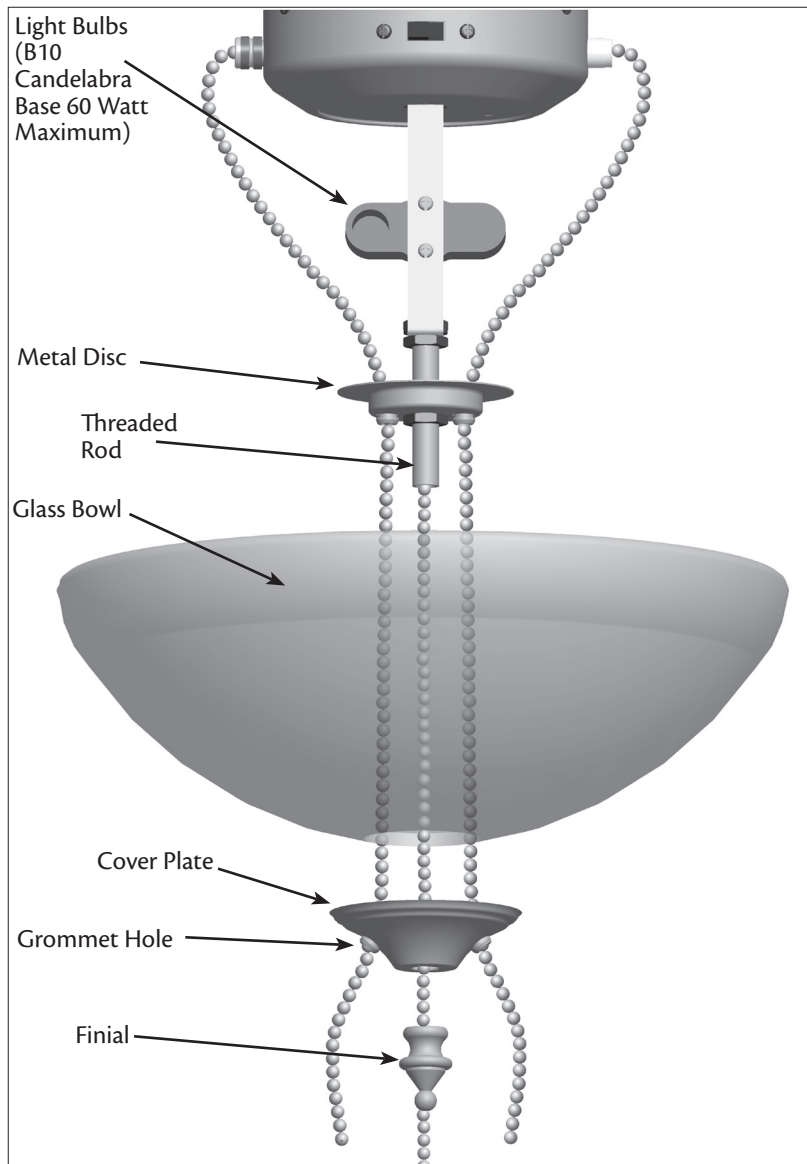
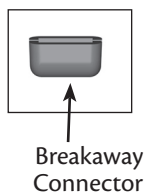
- 7-7. Locate the lower switch housing screws.
NOTE: Depending upon your fan model, these screws will be either installed in the four spokes from the switch housing mounting plate, or located in the sack parts.
- 7-8. Partially install the screws into the spokes from the switch housing mounting plate.
NOTE: if these screws came installed, make sure that they are partially installed in order to complete the following steps.
- 7-9. Connect the upper plug connector to the lower plug connector from the lower switch housing assembly.
NOTE: Both plug connectors are polarized and will only fit together one way. Make sure that both connectors are properly aligned before connecting them together. Incorrect connection could cause improper operation and damage to the product.
- 7-10. Align the keyhole slots in the lower switch housing with the housing assembly screws that were installed in step 7-8.
- 7-11. Turn the lower switch housing clockwise until the housing assembly screws are firmly situated in the narrow end of the keyhole slots.
- 7-12. Tighten all housing screws.



7 • Completing Your Installation With a Bowl Light Fixture (Continued)

Installing the Glass Bowl

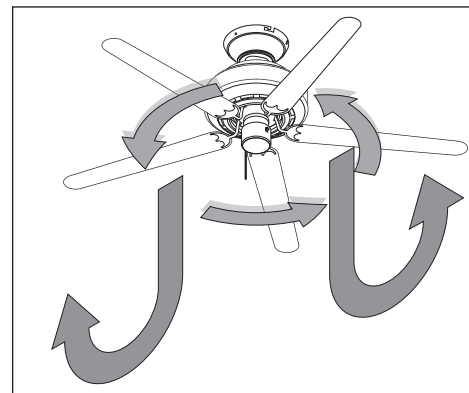
- 7-13. First install B10 candelabra bulbs (60 Watt Maximum) into the sockets.
- 7-14. Attach the extra pull chains (included) to the fan pull chain and light pull chain using the plastic breakaway connector. (You may find the plastic breakaway connector on the end of the extra chain.)
- 7-15. Thread the pull chains through the holes in the metal disc. Then, thread the pull chains through the hole in the center of the glass bowl.
- 7-16. Thread the pull chains through the grommet holes in the cover plate.
- 7-17. Place the cover plate up against the glass bowl. Align the holes in the cover plate and glass bowl.
- 7-18. Screw the finial onto the threaded rod end until tight.



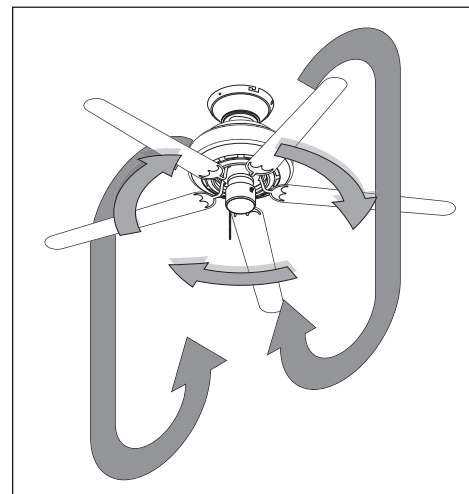
Note: In compliance with US federal energy regulations, this ceiling fan contains a device that restricts the light kit to a maximum of 190 Watts. Exceeding that limit or the marked limit on this product may result in fire hazard or improper operation.

8 • Operating and Cleaning Your Ceiling Fan

- 8-1. Turn on electrical power to the fan.
- 8-2. The fan pull chain controls power to the fan. The pull chain has four settings in sequence: High, Medium, Low and Off.
- Pull the chain slowly to change settings.
 - Release slowly to prevent the chain from recoiling into the blades.
 - The chain uses a breakaway connector that separates if the chain is jerked. If this happens, simply reinsert the chain into the connector.
- 8-3. The light pull chain controls the power to the light fixture. The chain has two settings: ON and OFF.
- 8-4. Ceiling fans work best by blowing air downward (counterclockwise blade rotation) in warm weather to cool the room with a direct breeze. In winter, having the fan draw air upward (clockwise blade rotation) will distribute the warmer air trapped at the ceiling around the room without causing a draft.
- 8-5. For cleaning finishes, use a soft brush or lint-free cloth to prevent scratching. A vacuum cleaner brush nozzle can remove heavier dust. Remove surface smudges or accumulated dirt and dust using a mild detergent and a slightly dampened cloth. You may use an artistic agent, but never abrasive cleaning agents as they will damage the finish.
- 8-6. Clean wood finish blades with a furniture polishing cloth. Occasionally, apply a light coat of furniture polish for added protection and beauty. Clean painted and high-gloss blades in the same manner as the fan finish.



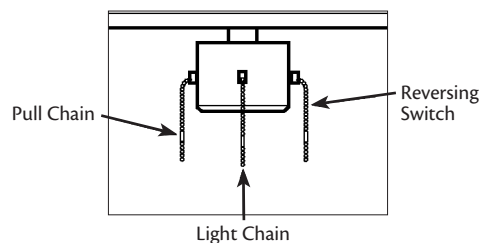
In warm weather, use downward air flow pattern



In cold weather, use upward air flow pattern

To Change Airflow Direction

Turn the fan off and let it come to a complete stop. Pull the reversing switch chain.



9 • Troubleshooting

Problem: Nothing happens; fan does not move.

1. Turn power on, replace fuse, or reset breaker.
2. Loosen canopy, check all connections according to the wiring the fan section.
3. Check the plug connection in the switch housing.
4. Push motor reversing switch firmly left or right to ensure that the switch is engaged.
5. Pull the pull chain to ensure it is on.
6. Remove the shipping bumpers.

Problem: Noisy operation.

1. Tighten the blade assembly screws and blade iron armature screws until snug.
2. Check to see if the blade is cracked. If so, replace all the blades.

Problem: Excessive wobbling.

1. If your fan wobbles when operating, use the enclosed balancing kit and instructions to balance the fan.
2. Tighten all blade iron screws.
3. Turn power off, support fan very carefully, and check that the hanger ball is properly seated.

Problem: Lights dim when turned on or do not turn on

1. Check to make sure the wattage and type of light bulbs installed match the specifications on the light socket.

If you need parts or service assistance, please call 888-830-1326 or visit us at our Web site at <http://www.hunterfan.com>.

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