# Classic Table Fan 12" and 16"

# **IMPORTANT SAFETY INSTRUCTIONS**

#### FOR SAFE OPERATION

Please read and understand all instructions before using this fan.

When using electrical appliances, basic precautions should always be followed to reduce the risk of fire, electrical shock and injury to persons or property, including the following:

- 1. Do not use this fan outdoors.
- 2. Do not use fan in window. Rain may create an electrical hazard. Do not leave the fan operating adjacent to an area where water has collected to avoid the potential of electrical hazard.
- 3. Do not operate in the presence of explosive and/or flammable fumes.
- 4. Do not place fan or any parts near an open flame, cooking or other heating appliance.
- 5. Do not use fan near curtains, plants, window treatment, or where other objects can become caught in the blades.
- 6. The fan must operate standing upright. Do not use without base.
- 7. Be sure the fan is on a stable, even surface when operating to avoid overturning.
- 8. Do not immerse unit, plug or cord in water or spray with liquids.
- 9. Do not operate any appliance with a damaged cord or plug.
- 10. Never insert foreign objects such as fingers, pencils, etc. through the grille when fan is running.
- 11. Do not leave the appliance running or operable in a place where young children or pets could have access to it without supervision.
- 12. Do not allow cord to hang down from table or counter.
- 13. Do not run cord under carpeting. Do not cover cord with throw rugs, runners or the like. Arrange cord away from traffic area where it will not be tripped over.
- 14. Disconnect fan from electrical outlet when moving from one location to another, when removing grilles or for cleaning.
- 15. To disconnect, grip plug and pull from wall outlet. Never pull on cord alone.
- 16. Use this fan only as it is described in this manual.
- 17. This appliance has a polarized plug. To reduce the risk of electric shock, this plug is intended to fit in a polarized outlet, one way only. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact a qualified electrician. DO NOT attempt to alter this safety feature.
- 18. This appliance is not for use by children or persons with reduced physical, sensory or mental capabilities.

**NOTE**: There are no serviceable parts in this unit. Do not attempt to disassemble.

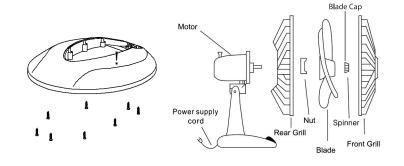
**WARNING:** Never use this fan with any solid-state speed control device. Doing so will create fire and / or shock hazards.

### PLEASE READ AND SAVE THESE INSTRUCTIONS

# NOTE: FOR HOUSEHOLD USE ONLY. NOT INTENDED FOR COMMERCIAL USE.

Components of this fan.

Remove the fan from the packaging, review and ensure all of the parts are present prior to assembly.



# **ASSEMBLY**

- 1. Attach fan base to fan body using 8 screws included.
- 2. Place fan base on firm stable surface such as a table or countertop.
- 3. Tilt fan head back; secure the rear grille on to the motor assembly with the plastic nut, ensuring that the lugs on the motor housing are engaged correctly in the straight slotted holes. Turn clockwise to tighten.
- 4. Slide the blade onto the shaft pin, pushing it on until it is firmly in place. Align groove on blade hub with pin on motor assembly shaft.
- 5. Test blade operation by rotating it with your hand. There should be no friction with the other parts. If blade does not rotate freely, repeat steps 4-5.
- 6. Place blade cap on shaft pin and turn counterclockwise until tight.
- 7. Screw the decorative plate into the front grille with the screw by Phillips screwdriver.
- 8. Ensure latches on side of the front grille are open. Place front and rear grille together and close the side latches. The screw and nut at the bottom of the grille must be secured. If they do not fit securely together, repeat the procedure.

### **OPERATING INSTRUCTIONS**

Place the fan on a safe flat surface where it cannot fall or be pulled by the cord. Plug fan into a 120V / 60Hz outlet and follow the operating instructions:

This fan is equipped with three fan speeds to allow for optimal air flow.

- 0 Pressing this button will power the fan OFF.
- 1 Pressing this button will power the fan ON at LOW speed setting.
- 2 Pressing this button will power the fan ON at MODERATE speed setting.
- 3 Pressing this button will power the fan ON at HIGH speed setting.

There are two available functions that can be used to customize your preferred air comfort as well as improve the air circulation in the room:

# **OSCILLATION**

This will provide widespread breeze distribution. To activate the oscillation function press the oscillation knob down (located on top of the fan's motor house). To turn off the oscillation function for a targeted breeze setting, pull the oscillation pin up. Controlling the oscillation can be done while the fan is operating.

# TILT

To tilt the fan head so that the breeze is targeted at an angle, simply loosen tilt adjustment knob and move the fan head up or down, carefully tilt the head of the fan until it reaches the desired angle. Tighten knob to secure the fan head at that angle. Be careful as to not tilt the head back further than it is intended to go, doing so will damage the unit.

CAUTION: TO PREVENT ELECTRICAL SHOCK, MATCH WIDE BLADE OF PLUG TO WIDE SLOT, THEN FULLY INSERT.

### **CLEANING INSTRUCTIONS**

- 1. Always disconnect the cord from the electrical outlet when cleaning vour fan.
- 2. Light accumulated dust may be removed by using a soft cloth to wipe away the dust at the back grille of the fan.
- 3. Wipe the exterior surfaces of the fan occasionally with a damp cloth (not dripping wet) and dry thoroughly with a soft dry cloth before operating the fan.
- 4. Do not use harsh cleaners or materials to clean this unit, doing so will cause damages. Never spray the fan with liquids or submerge in water.

# STORING YOUR FAN

- 1. Follow cleaning instructions 1-4. Make sure to disassemble and clean fan before storing.
- 2. Retain the original packaging to store your fan.
- 3. Always store in a dry place.
- 4. Never store while still plugged in.
- 5. Never wrap cord tightly around the fan or put any stress on the cord where it enters the fan as it could cause the cord to fray or break.

**CAUTION**: DO NOT ALLOW WATER TO RUN INTO THE INTERIOR OF THE FAN AS THIS COULD CREATE A FIRE OR ELECTRIC SHOCK.

THE FAN MOTOR IS FACTORY LUBRICATED FOR LIFE AND WILL REQUIRE NO FURTHER LUBRICATION. NO USER MAINTENANCE IS REQUIRED.

# **TROUBLESHOOTING** If your fan fails to operate, please follow these procedures:

PROBLEM	PROBABLE CAUSE	SOLUTION
Fan is not turning on	A. Fan is not plugged into a 120V AC, 60Hz polarized outlet/receptacle. B. Breaker/fuse has been tripped.	A. Ensure unit is in the OFF position. Plug in unit and turn on again.  B. Check your electrical box to confirm the breaker has not been tripped. Ensure unit is in OFF position. Plug in unit and turn on again.  C. Plug unit in another receptacle in the house.
Oscillation function is not working	The oscillation pin has not been activated.	Simply press the oscillation pin down to start the oscillation function. This can be done while the fan is operating.
Fan is on but air coming out of it is not strong enough.	There is dust buildup at the back of the fan.	Turn fan OFF and unplug. Using a soft, dry cloth, wipe the back of the grille to remove any dust buildup. Plug in unit and turn fan back ON to resume normal operation.

# PLEASE DO NOT ATTEMPT TO OPEN OR REPAIR THE FAN YOURSELF, DOING SO WILL VOID THE WARRANTY AND COULD CAUSE DAMAGE OR PERSONAL INJURY.

Classic\_

ONE YEAR WARRANTY - VALID ONLY WITH ORIGINAL PURCHASE RECEIPT

WARRANTY: Home Hardware Stores Limited warrants this product against defects in any parts or workmanship for a period of 1 year from the original purchase date. This product is for residential use only. It is not intended to be used in commercial or industrial settings. This product warranty covers only the original consumer purchaser of the product.

WARRANTY COVERAGE: This warranty is void if the product has been damaged by accident, neglect, improper handling or operation, shipping damage, abuse, misuse, unauthorized repairs made or attempted, alterations, improper assembly/ installation or maintenance, commercial use or other causes not arising out of defect in materials or workmanship. This warranty does not extend to any units which have been altered or modified or to damage to products or parts there of which have had the serial number removed, altered, defaced or rendered illegible, Return to the closest Home Hardware store for inspection and/or replacement.

IMPLIED WARRANTIES: Any implied warranties which the purchaser may have are limited in duration to 1 year from the date of purchase. This limited warranty is in lieu of all other warranties expressed or implied, including warranties of merchantability and fitness for a particular purpose and excludes all liability for incidental or consequential damages for any cause whatsoever, WARRANTY PERFORMANCE: During the above 1 year warranty period, a product with a defect will be replaced when the product is returned to an authorized dealer. The replacement product will be in warranty for the balance of the 1 year warranty period and an additional one month period. No charge will be made for such replacement.

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