

# OWNER'S MANUAL

#50623

Elsa  
48"

Indoor Ceiling Fan

Pull Chain



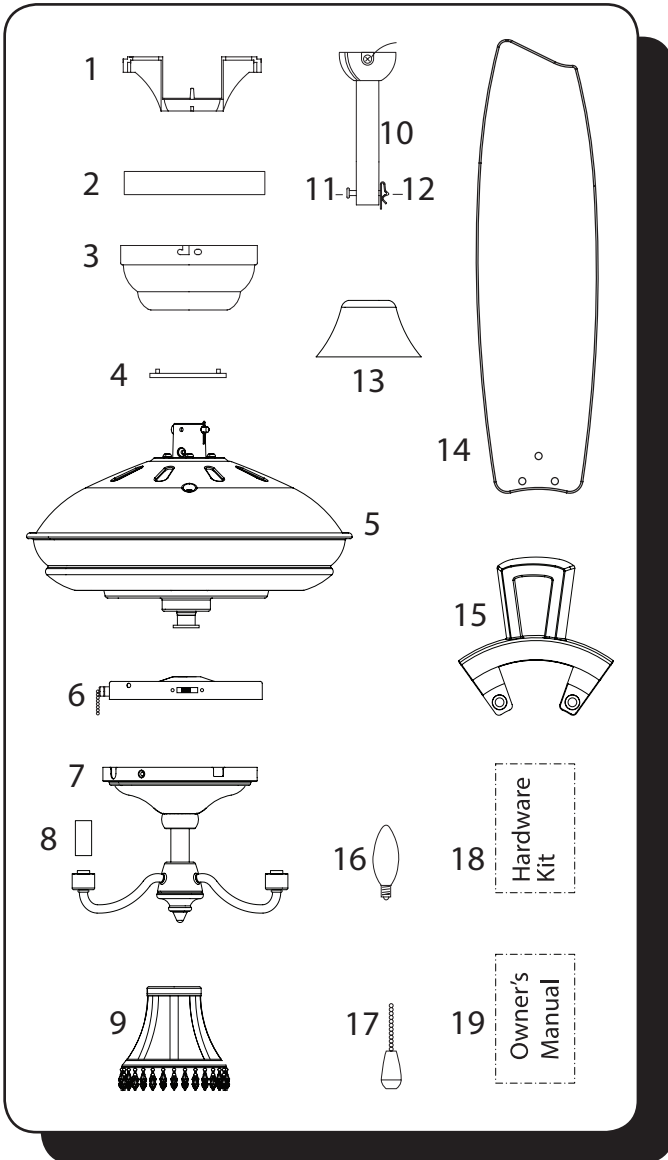
If a problem cannot be remedied or you are experiencing difficulty in installation, please contact the service department.

1-877-459-3267  
8 a.m. - 5 p.m Central, Monday-Friday



**Keeping You Cool Is What We Do Best!**

## PACKAGE CONTENTS



Unpack your fan and check the contents. You should have the following items:

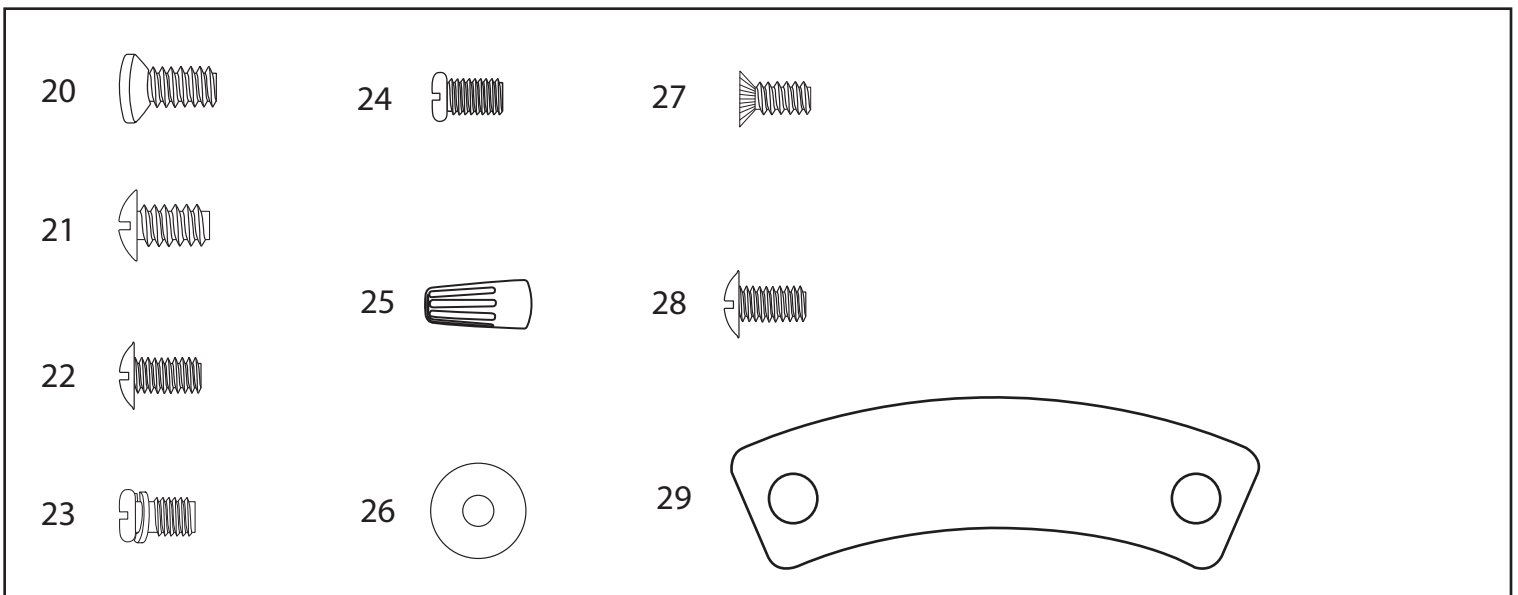
### PACKAGE CONTENTS

- |                      |                                |
|----------------------|--------------------------------|
| 1. Mounting Bracket  | 11. Downrod Pin                |
| 2. Trim Ring         | 12. Downrod Clip               |
| 3. Canopy            | 13. Yoke Cover                 |
| 4. Canopy Cover      | 14. Blade (x 5)                |
| 5. Motor Housing     | 15. Blade Arm (x 5)            |
| 6. Fitter Plate      | 16. Candelabra Bulb (x 3)      |
| 7. Light Kit         | 17. Pull Chain Extension (x 2) |
| 8. Pipe (x 3)        | 18. Hardware Kit               |
| 9. Light Shade (x 3) | 19. Owner's Manual             |
| 10. Downrod          |                                |

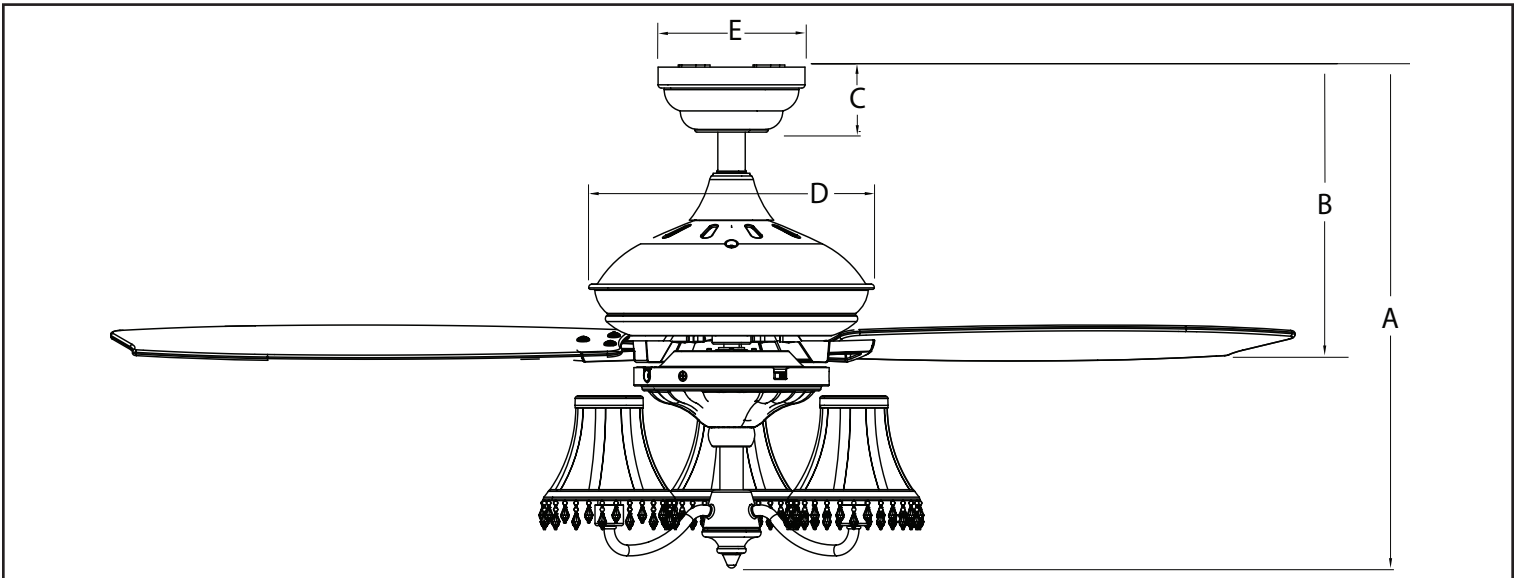
### HARDWARE CONTENTS

- |                                  |                               |
|----------------------------------|-------------------------------|
| 20. Motor Screw (x 10)           | 25. Wire Connector (x 3)      |
| 21. Mounting Bracket Screw (x 4) | 26. Blade Washer (x 15)       |
| 22. Blade Screw (x 15)           | 27. Fitter Plate Screw        |
| 23. Closemount Screw (x 3)       | 28. Adapter Plate Screw (x 3) |
| 24. Set Screw (x 2)              | 29. Blade Isolator (x 5)      |

## HARDWARE CONTENTS

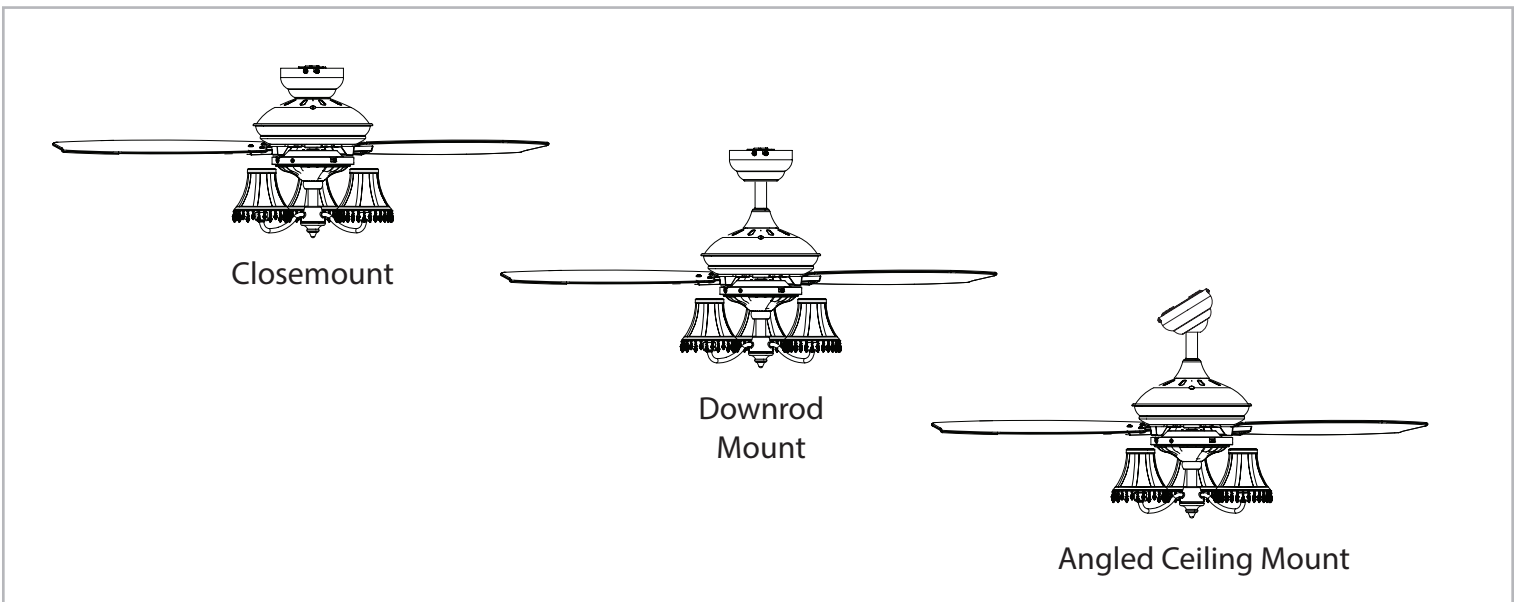


## DIMENSION REFERENCE



A. 18.66 in. B. 11.18 in. C. 2.5 in. D. 10.875 in.

## MOUNTING OPTIONS



Choose one of the following mounting options:

**Closemount** method is best suited for ceilings lower than 8 feet. It does not utilize the downrod.

**Downrod Mount** is best suited for ceilings 8 ft. or higher. For taller ceilings you may want to use a longer downrod (not included).

**Angled Ceiling Mount** is best suited for angled or vaulted ceilings. A longer downrod is sometimes necessary to ensure proper blade clearance from the ceiling. If using the angle mount, check to ensure the ceiling angle is not steeper than 16°.

## SAFETY INSTRUCTIONS

READ ALL SAFETY INFORMATION AND INSTALLATION INSTRUCTIONS BEFORE YOU BEGIN INSTALLING THE FAN AND SAVE INSTRUCTIONS.

- All set screws of the fan must be checked and retightened where necessary before installation.
- To reduce the risk of personal injury, do not bend the blade brackets when installing the brackets, balancing the blades or cleaning fan. Do not insert foreign objects in between rotating fan blades.
- Before changing the fan direction, turn off the fan and wait for the fan blades to stop completely.
- If a stationary appliance is not provided with a supply cord and a plug, or with other means for disconnection from the main supply having a contact separation of at least 3 mm in all poles, that means for disconnection must be incorporated in the fixed wiring in accordance with the wiring rules.
- NOTE: The safeguards provided by these safety instructions and by the separate installation instructions are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and care are factors which can not be built into this product. These factors must be supplied by the person(s) installing, caring for and operating the fan.

### WARNING

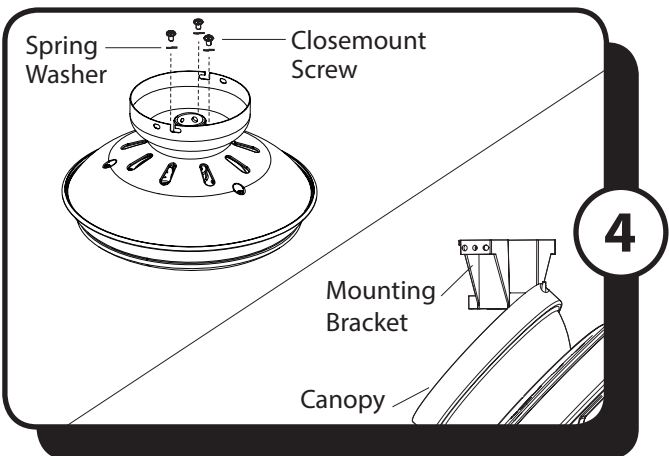
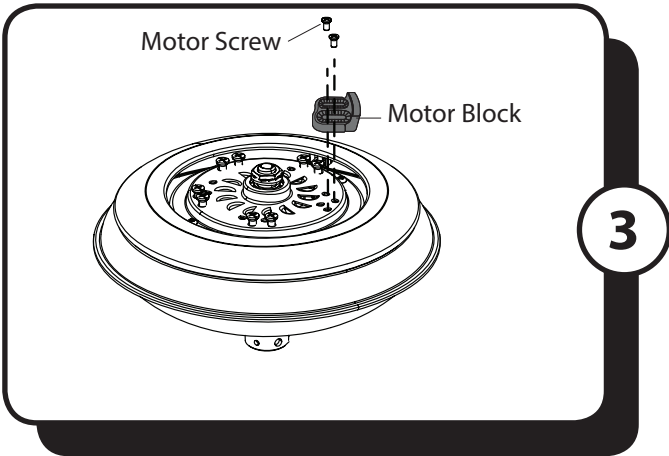
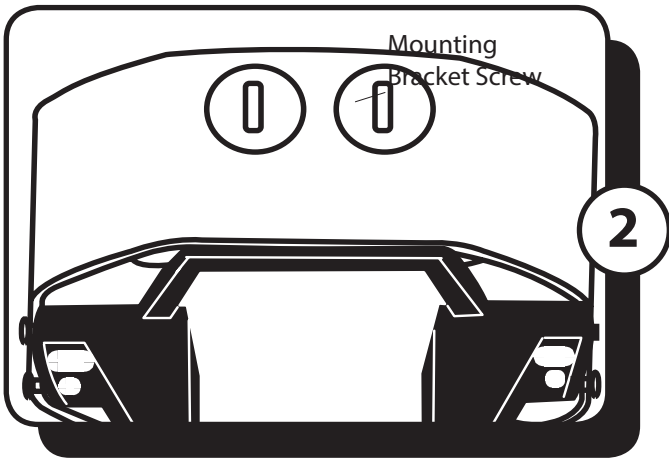
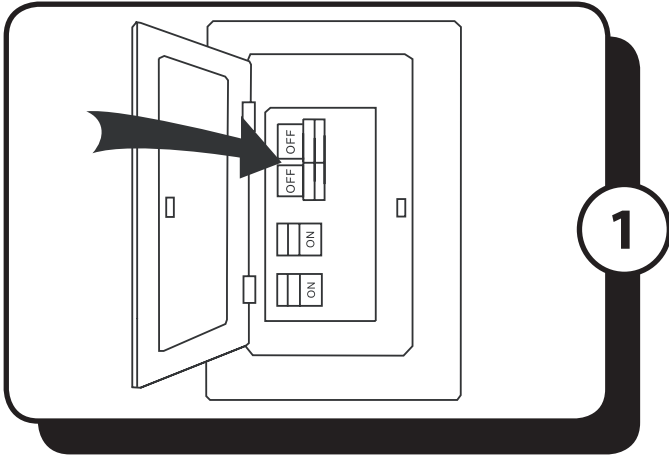
- TO AVOID RISK OF ELECTRIC SHOCK, BE SURE TO SHUT OFF POWER AT THE MAIN FUSE OR CIRCUIT BREAKER BOX BEFORE INSTALLING OR SERVICING THIS FIXTURE. TURNING OFF THE ELECTRICAL POWER BY USING THE LIGHT SWITCH IS NOT SUFFICIENT TO PREVENT ELECTRICAL SHOCK.  
TO REDUCE THE RISK OF INJURY, INSTALL THE FAN SO THAT THE BLADES ARE AT LEAST 7 FEET (2.1 METERS) ABOVE THE FLOOR AND AT LEAST 18 INCHES (0.5 METERS) FROM THE TIP OF THE BLADES TO THE WALL.
- TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR PERSONAL INJURY, MOUNT TO OUTLET BOX MARKED "ACCEPTABLE FOR FAN SUPPORT" AND USE MOUNTING SCREWS PROVIDED WITH THE OUTLET BOX.  
THE INSTALLATION HAS TO BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE, ANSI/NFPA 70-1999 AND LOCAL CODES. IF YOU ARE UNFAMILIAR WITH THE METHODS OF INSTALLING ELECTRICAL WIRING, SEEK THE SERVICES OF A QUALIFIED LICENSED ELECTRICIAN.

### IMPORTANT:

- Before you begin installing or using the fan, carefully read the entire manual. If unsure about any part of the installation, contact a qualified electrician.
- Save all instructions.

**NOTE:** The fan weight is Net Weight: 15.69 (7.13 kg). Be sure the outlet box (not included) is securely attached to the building structure and is marked "Acceptable For Fan Support". Failure to do so can result in serious injury.

## ASSEMBLY INSTRUCTIONS



1. Turn OFF the electrical power at the main fuse or circuit breaker.

2. Remove the canopy from the mounting bracket by removing the two mounting bracket screws from the round holes in the canopy. Then loosen the other two mounting bracket screws from the L-shaped slots. Retain the mounting bracket screws for later. Install the mounting bracket to the outlet box (not included) using the screws and washers provided with the outlet box. **Warning:** To reduce the risk of fire electric shock, or personal injury, mount to the outlet box marked "acceptable for fan support" and use the mounting screws and washers provided with the outlet box.

3. Remove the motor screws from the underneath side of the motor. Discard the motor blocks but keep the motor screws for later.

*If you wish to use the Downrod Mount (shown on page 3), proceed to Step 5.*

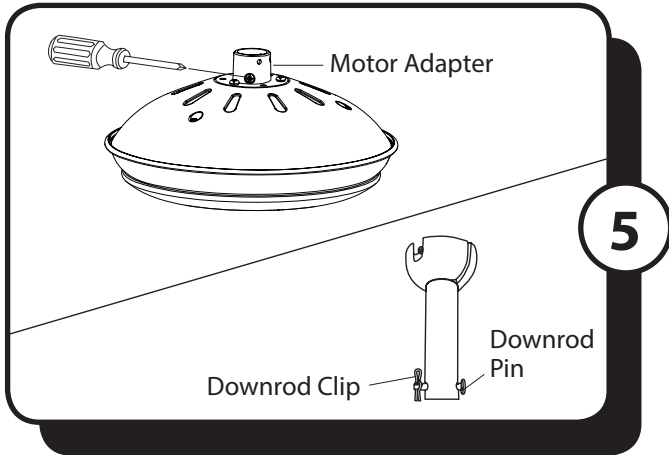
### 4. CLOSEMOUNT INSTALLATION (OPTIONAL)

Align the holes in the bottom of the canopy with the screw holes on the top of the motor housing. The larger holes in the canopy will encompass the preinstalled closemount screws. Secure the canopy to the top of the motor housing with the three closemount screws and spring washers from the hardware kit.

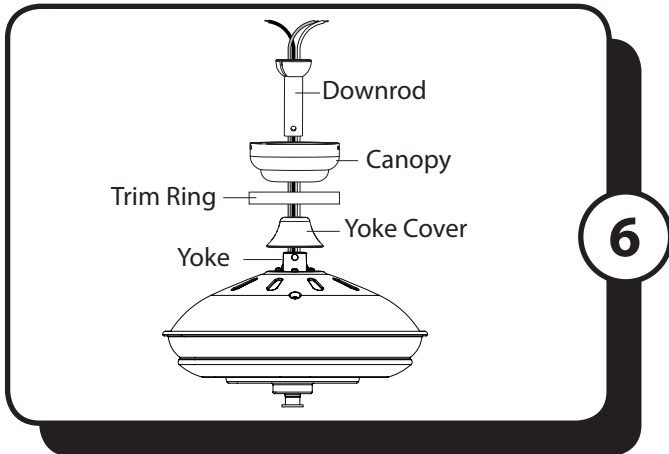
Then hang the fan on the hook of the mounting bracket.

*Proceed to Step 9.*

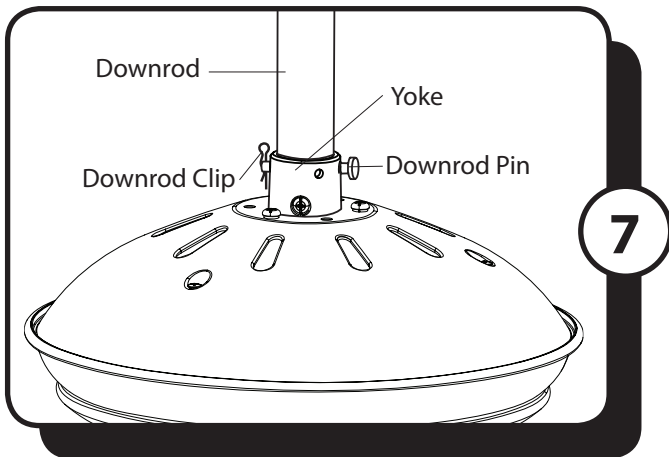
## ASSEMBLY INSTRUCTIONS



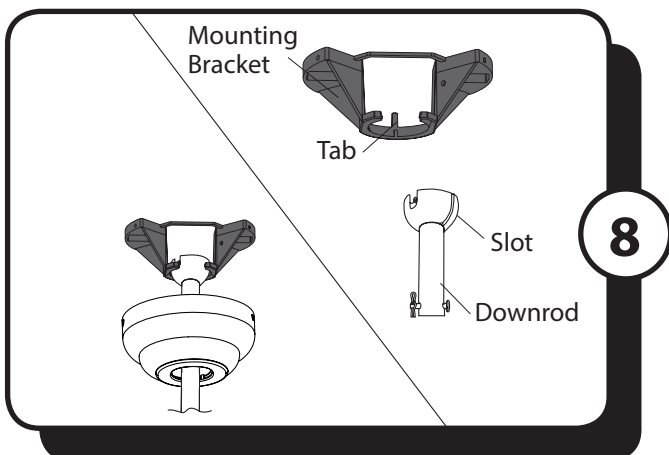
5. Loosen but don't remove the set screws in the yoke. Then remove the downrod pin and downrod clip from the bottom of the downrod.



6. Feed the wires coming from the yoke at the top of the motor assembly through the yoke cover, trim ring, canopy and downrod.



7. Insert the downrod into the motor adapter and reinstall the downrod pin and downrod clip. Then retighten the set screws. With wiring extending out of the downrod, measure 8 inches of lead wire and cut the excess wire with wire cutters (not included). Then strip 1/2" of insulation from the end of each wire.

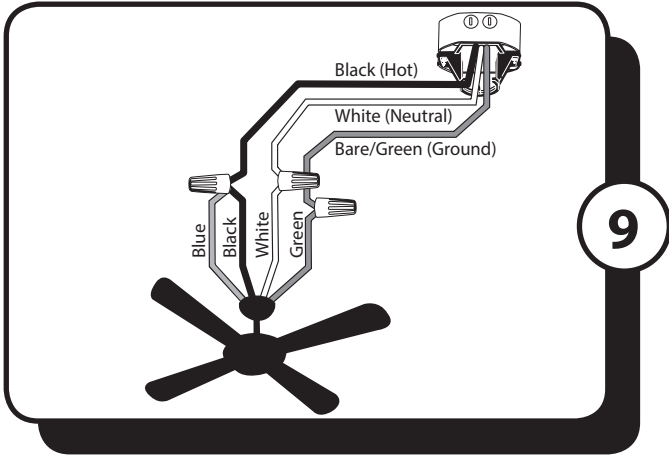


8. Lift the downrod into the mounting bracket. Rotate the downrod until the tab on the mounting bracket is seated in the slot in the downrod ball.

**WARNING:** The fan and/or downrod should not rotate in the mounting bracket if installed correctly. Failure to align the slot in the downrod ball with the tab may result in fan falling causing serious injury or death.



## ASSEMBLY INSTRUCTIONS

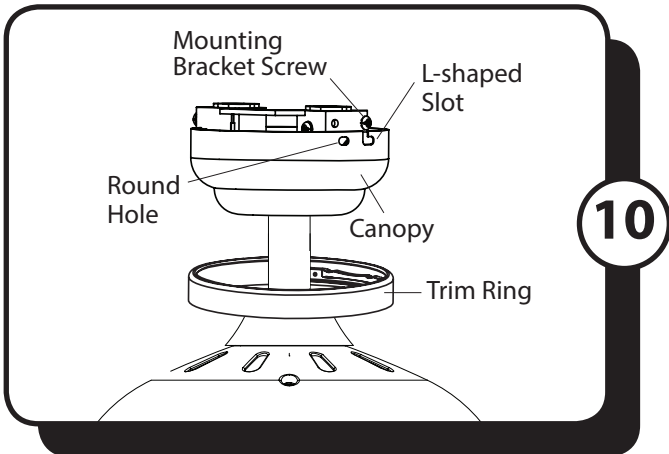


9. Use wire connectors to connect the fan wires to the power supply wires according to the wiring diagram and the following instructions:

- Connect the white wire from the fan to the white (neutral) supply wire.
- Connect the black and blue wires from the fan to the black (hot) supply wire.
- Connect the green wire from the fan to the bare/green supply wire.

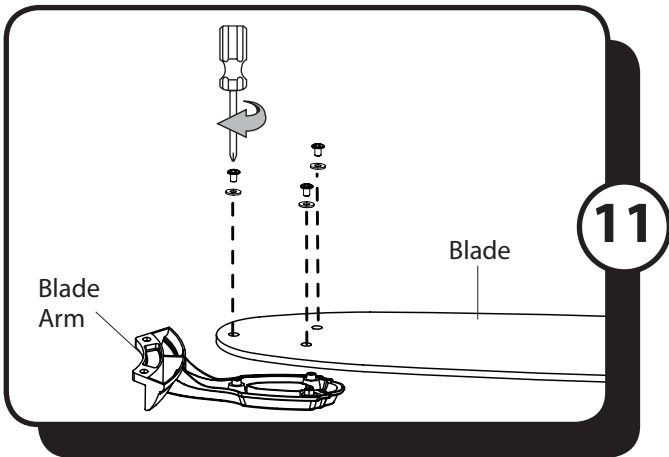
**Note:** If there is a second hot/power wire coming from the outlet box, connect it to the blue (light power) fan wire for separate light and fan control.

**Important:** After the connections have been made, the wires should be turned upward and pushed carefully up into the outlet box. Place the black and white wire connections on opposite sides of the outlet box.

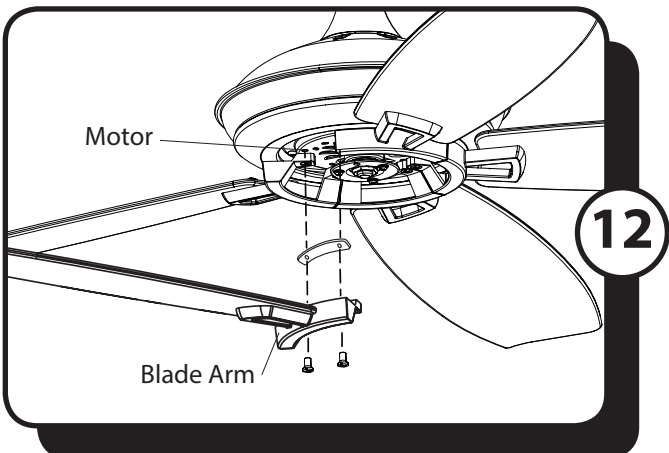


10. Raise the canopy, ensuring that the two mounting bracket screws are aligned with the L-shaped slots in the canopy. Then turn the canopy clockwise until the mounting bracket screws are completely engaged in the L-shaped slots. Install the two previously removed mounting bracket screws in the round holes. Securely tighten all mounting bracket screws.

Lift the trim ring over top of canopy and twist clockwise so that the rails inside the trim ring encompass the heads of the mounting bracket screws.

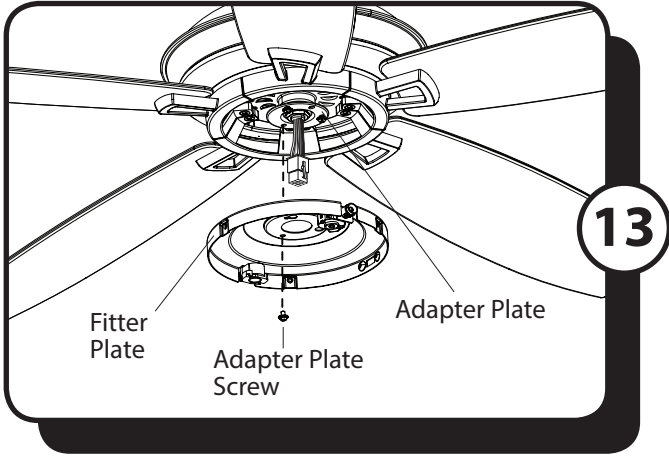


11. Attach the blades to blade arms using the blade screws and washers from the hardware kit.

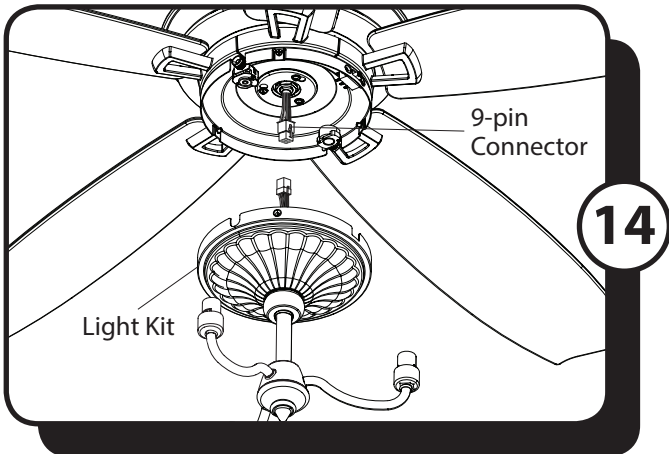


12. Secure the blade arm and blade isolator to the underneath side of the motor using motor screws removed in Step 3. Completely secure each blade arm to motor before moving to the next.

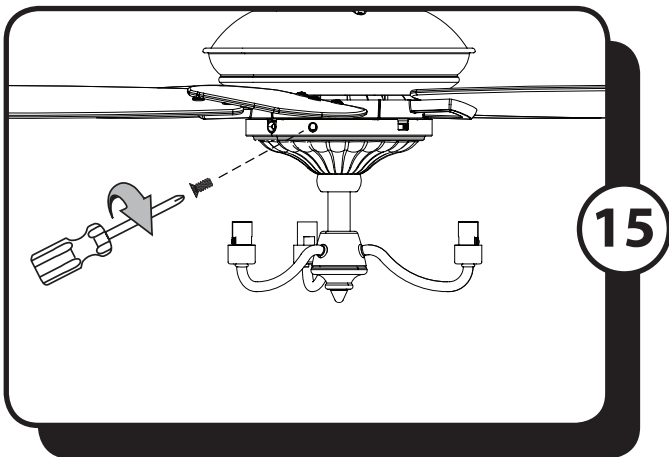
## ASSEMBLY INSTRUCTIONS



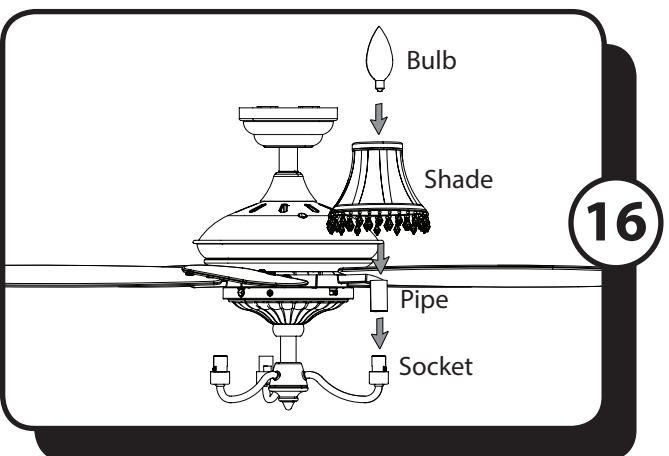
13. Before installing the fitter plate, remove one of the three adapter plate screws installed in the adapter plate. Align the keyholes with the remaining two adapter plate screws. Feed the upper plug through the center of the fitter plate. Lift and rotate the fitter plate clockwise and re-install the screw that you removed. Tighten all three adapter plate screws.



14. Remove the fitter plate screws from the top edge of the fitter plate. Then, Connect the 9-pin connector from the motor to the 9-pin connector from the light kit.



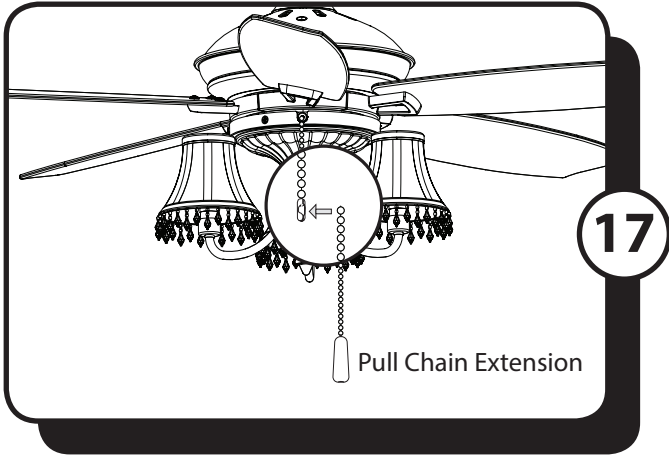
15. Raise the light kit. Secure the light kit to the fitter plate using the three previously removed fitter plate screws .



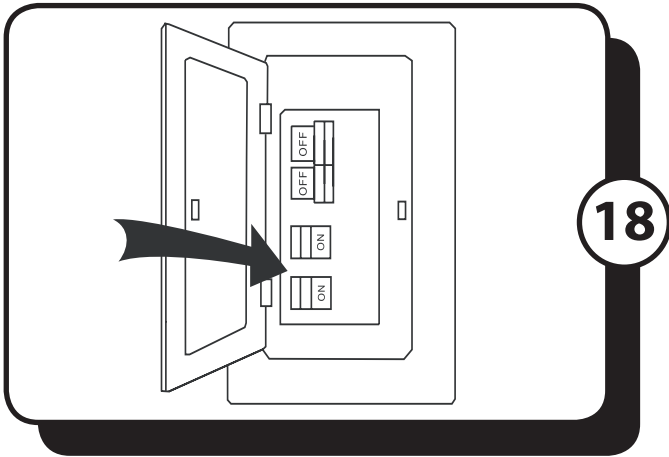
16. Place a pipe and shade over each light kit socket and secure them by installing the bulb.



## ASSEMBLY INSTRUCTIONS

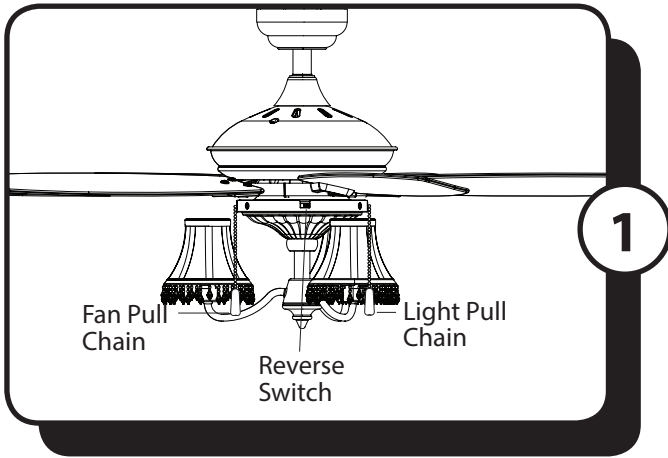


17. Attach pull chain extensions to the pull chains.

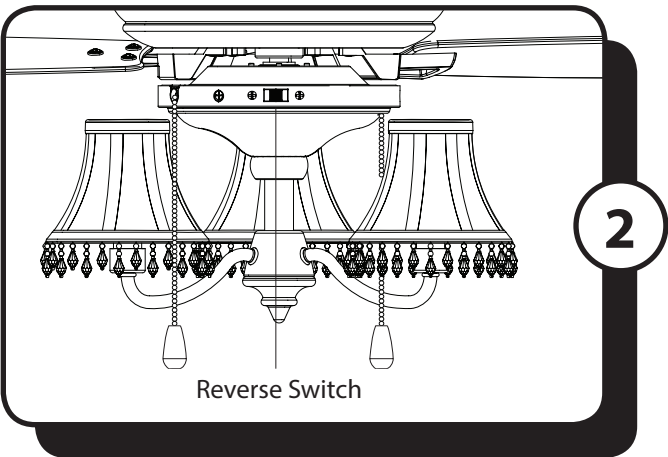


18. Restore the power at the main fuse or circuit breaker.

## OPERATING INSTRUCTIONS



1. The fan pull chain is located on the left side of the reverse switch. It has four positions to control fan speed. One pull is HIGH, two is MEDIUM, three is LOW and four turns the fan OFF. The light pull chain is located on the right side of the reverse switch. It turns the light ON and OFF.



2. Use the fan reverse switch, located on the switch housing to optimize your fan for seasonal performance. Using a ceiling fan will allow you to raise your thermostat setting in summer and lower your thermostat setting in winter without feeling a difference in your comfort.

**Note:** Wait for the fan to stop before moving the reverse switch.

**In warmer weather,** push the reverse switch left which will result in downward airflow creating a wind chill effect. **In cooler weather,** push the reverse right which will result in upward airflow that can help move warm air off the ceiling area.

## TROUBLESHOOTING

If you have difficulty operating your new ceiling fan, it may be the result of incorrect assembly, installation or wiring. In some cases, these installation errors may be mistaken for defects. If you experience any faults, please check the Troubleshooting section below. If a problem cannot be remedied or you are experiencing difficulty in installation, please contact the Service Department: 1-877-706-3267, 9 a.m.- 5 p.m. Central time.

PROBLEM	SUGGESTED REMEDY
1. Fan does not start	<ol style="list-style-type: none"><li>1. Check main and branch circuit fuses or circuit breakers.</li><li>2. Check power supply wire connections to fan and switch wire connections in switch housing. <b>CAUTION:</b> Make sure main power is turned off.</li><li>3. Make sure forward/reverse switch pushed completely up or down. Fan will not operate when switch is in the middle.</li><li>4. Make sure that the wall control is turned ON.</li></ol>
2. Fan is noisy	<ol style="list-style-type: none"><li>1. Make sure all screws in motor housing are snug, but not overtightened.</li><li>2. Make sure the screws which attach the blade arm to the motor are tight.</li><li>3. Make sure wire connectors in switch housing are not rattling against each other or against the interior wall of the switch housing. <b>CAUTION:</b> Make sure main power is turned off before entering switch housing.</li><li>4. If using a light kit, be sure the glass shades are finger tight. Check to be sure light bulb are snug in sockets and not touching glass shade(s). If vibration persists from glass, remove glass and install a 1/4 in. wide rubber band on glass neck to act as an insulator. Replace glass and tighten screws against rubber band.</li><li>5. Some fan motors are sensitive to signals from Solid State variable speed controls. DO NOT USE a Solid State variable speed control.</li></ol>
3. Fan wobbles	<ol style="list-style-type: none"><li>1. Ensure all blades are screwed firmly into blade arms.</li><li>2. Ensure all blade arms are tightened securely to motor.</li><li>3. Ensure canopy and mounting bracket are tightened securely to outlet box and outlet box is mounted firmly to ceiling joist.</li><li>4. Switch one blade with a blade from the opposite side. Or balance the fan using a balancing kit.</li><li>5. If blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.</li></ol>
4. Light does not work:	<ol style="list-style-type: none"><li>1. Check blue wire from fan to make sure it is connected to hot (black) power supply wire.</li><li>2. Check for loose or disconnected wires in fan switch housing.</li><li>3. Check for loose or disconnected wires in light kit.</li><li>4. Check for faulty light bulbs. <b>CAUTION:</b> Make sure main power is turned off before entering switch housing.</li></ol>

# LIMITED LIFETIME WARRANTY

To obtain Service, please contact the Service Department:  
1-877-706-3267, 9 a.m.- 5 p.m. central time.

Model Name: 48" Ella Ceiling Fan  
Model No: 41111 - White

Subject to the limitations set forth below, Hong Kong China Electric appliance Company (HKC) warrants the fan motor for this ceiling fan to be free from defects in workmanship and material for the life of the product. Also, subject to the limitations below, HKC warrants all ceiling fan parts ("ceiling fan parts" excludes the motor and parts made in whole or in part with glass) to be free from defects in workmanship and material for a period of one year after the date of purchase by the original purchaser at retail.

All claims must be made by the original purchaser, whether such purchaser purchased the product through a store or contractor. Ceiling fan part defects must be reported within the first year from the date of purchase. Parts made in whole or in part with glass and the finishes of metal and other surfaces are not warranted.

Purchasers are responsible for all costs of removing and reinstalling the product. Any damage to any part caused by ordinary wear and tear, accident, misuse, or improper installation, is not covered by this warranty. HKC assumes no responsibility whatsoever for fan installation. Any service performed by a non-licensed electrician will render the warranty invalid.

HKC's sole responsibility shall be to repair or replace the motor, parts, or product within the terms stated above. HKC shall not be liable for any loss or damage of any kind, including any incidental or consequential damages resulting directly or indirectly, from any breach of warranty, express or implied, or any other failure of this product. Some states do not allow the exclusion or limitation of incidental or consequential damages so this limitation may not apply to you.

If the original purchaser ceases to own the fan, this warranty is voided.

Should the purchaser encounter a problem with your fan related to defects in workmanship or materials within the warranty period associated with the defective part, HKC agrees to replace the defective part without charge, or at its option, to replace the ceiling fan with a comparable or superior model.

HKC's warranties are limited to the written warranties set out in this HKC ceiling fan limited lifetime warranty. All other express and implied warranties, including, without limitation, the implied warranty of fitness for a particular purpose and the implied warranty of merchantability are disclaimed. Some states do not allow the disclaimer of implied warranties, so this disclaimer may not apply to you.

To obtain warranty service, please write down your model number and call Customer Service at 1-877-706-3267. Please have a copy of the receipt as proof of purchase.