



## Installation Instructions for Hunter Original Ceiling Fans

### Cautions:

1. Read this entire instruction manual thoroughly before beginning installation. Save these instructions for future reference.
2. To avoid possible electrical shock, be certain electricity is shut off at main panel before wiring. Always turn power off at main panel before servicing your fan or installing accessories. All wiring must be in accordance with national and local electrical codes. If you are unfamiliar with wiring, you should use a qualified electrician.
3. Follow instructions accurately to make certain the fan is properly attached to the ceiling structure. Make absolutely certain all pipes and set screws are tight and bushing pin is in place. Failure to follow these steps could result in the fan falling.
4. Never rest the fan on the switch housing. As you prepare the fan for installation, let the motor rest in the liner in which it was packed.
5. Be sure to put full contents of oil tube in fan according to instructions. Use only the oil included with the Hunter Original Fan.
6. Do not use an abrasive cleaner on the fan. A mild detergent will clean and restore most units to their original beauty.
7. To ensure quiet operation and full efficiency of your fan, please follow all the instructions carefully, observing the "caution" notations for each step.
8. If this fan is used as a replacement for an original olde tyme non-reversible fan, it must be installed per instructions included with this fan. Do not hang on single "J" hook. Failure to follow these instructions could result in the fan falling.

**Note to Installers:** Please leave this manual with the owner of the fan.

### Tools needed:

- Pliers
- Flat head screwdriver
- Phillips head screwdriver
- Electric drill
- 3/8" SAE Socket wrench
- 4 mm drill bit
- Standard electrical outlet box

## Step 1: Pre-installation

- A. Select your installation site. Normally this is near the center of the room, often replacing a light fixture. Make certain that ample clearance is left for the rotating fan blades. For maximum efficiency, no obstruction (walls, posts, etc.) should be within 610 mm of the tips of the blades. Refer to Figure 1. Mounting site should also meet the precautions listed in Step 3.
- B. Your Hunter Original Fan should be mounted to ensure that the fan blades are at least 2.3 m from the floor.

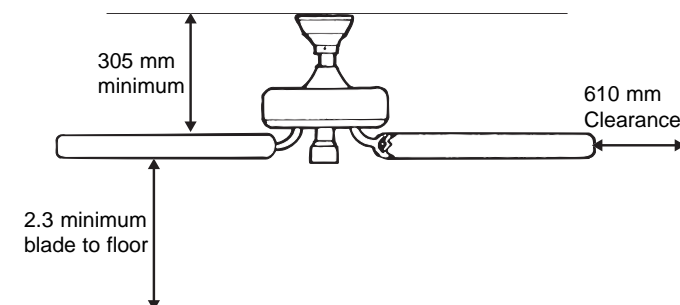


Figure 1 - Finding an appropriate installation site

## Step 2: Inspecting your fan

- A. Unpack the fan carefully to avoid any damage to components.  
**Caution:** Never lift the motor by the wires. Let the motor rest in the carton liner for protection.
- B. Check the sack parts. Refer to Figure 2.

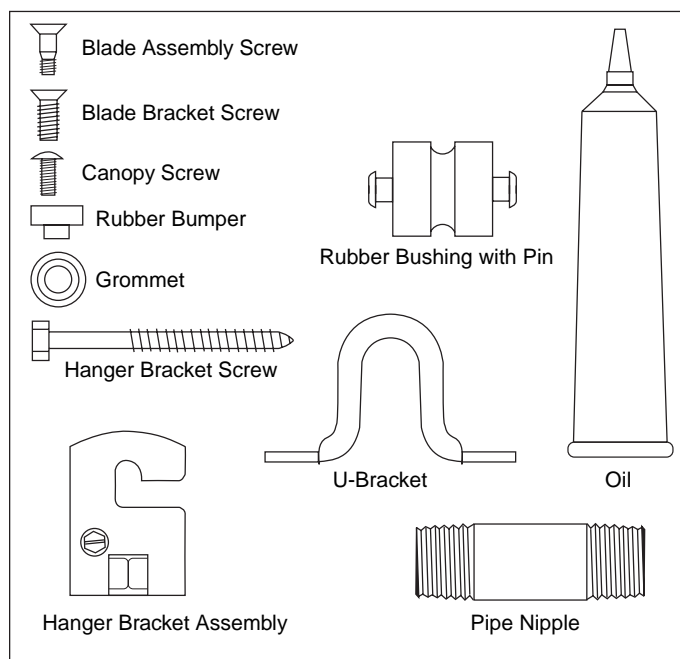


Figure 2 - Checking the sack parts

### Step 3: Installing the ceiling mount

#### **Cautions:**

*Your Hunter Ceiling Fan weighs up to 23 kg. The following precautions must be taken for safety and to ensure that your fan is securely mounted to the ceiling.*

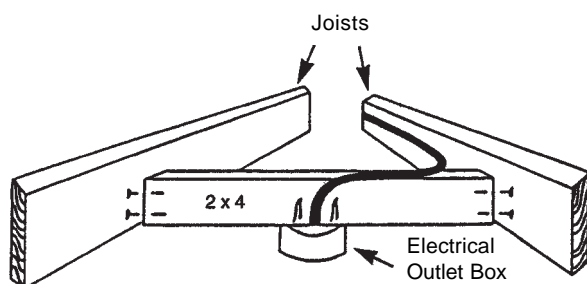
*When inspecting or preparing installation site where wiring is available, make sure electricity is off at fuse box or circuit breaker panel.*

**ALL WIRING MUST MEET LOCAL AND NATIONAL CODES.**

*Do not mount directly to an unsupported ceiling or to an electrical outlet box.*

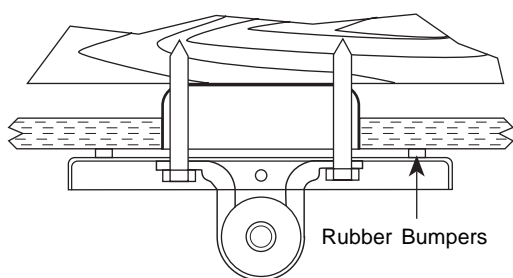
*The wood joist chosen for mounting the fan must be sound and of sufficient size. In no case, should it be smaller than a standard 2" x 4" lumber.*

- A. Turn off electricity at fuse box or circuit breaker panel for appropriate circuit.
- B. If the mounting site is not centered under an existing ceiling joist it will be necessary to reinforce the mounting site with a cross member. Refer to Figure 3. The cross member must be a minimum 2" x 4" size and securely mounted between the ceiling joists with nails or wood screws.



**Figure 3 - Reinforcing the mounting site**

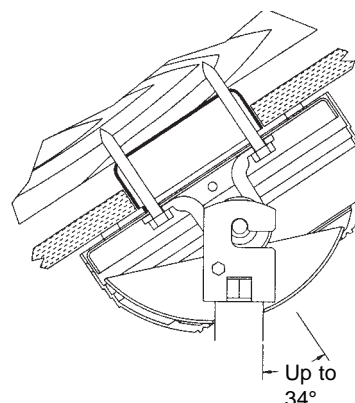
- C. Drill two holes no larger than the minor diameter of 4 mm, 50 mm deep, and 65 mm apart in the center of the joist. Bracket may be used for hole pattern.
- D. Drill two 6 mm diameter holes 65 mm apart through the back of the outlet box. There may already be two holes at the correct spacing, but they will probably have to be enlarged.
- E. Use the two bracket screws to secure the hanger bracket and canopy plate to the joist as shown in Figure 4. Install rubber bumpers into the canopy plate and the rubber bushing into the hanger bracket before assembling the parts to the ceiling joist. Do not use lubricant on the screw threads.



**Figure 4 - Installing the hanger bracket and canopy plate**

### Installing on pitched ceilings

Your Hunter Fan can be mounted on a pitched ceiling (up to 34 degrees) using the same method as mounting on a flat ceiling, except the hanger bracket and bushing must be aligned so they are pointing up to slope of the ceiling. Refer to Figure 5. You will also need an extension pipe which is available from you Hunter dealer.



**Figure 5 - Installing on pitched ceilings**

### Installing on concrete ceilings

#### **Cautions:**

*For concrete mounting, the drilled hole must be recommended by the manufacturer of the anchor (this is usually marked on the anchor) and must be drilled at least 13 mm deeper than the length of the anchor.*

*The holes must be made with a suitable carbide-tipped masonry drill bit.*

*The anchors must be new and unused.*

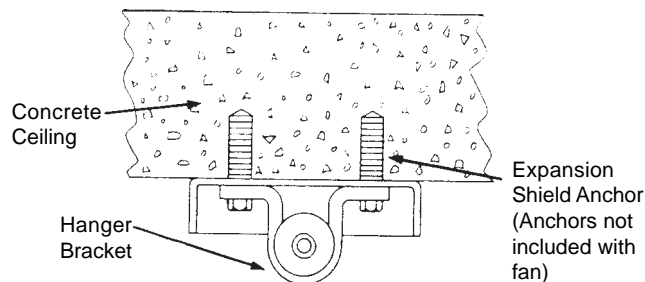
*The concrete ceiling must be sound and free of cracks or voids in the vicinity of the mounting holes.*

*The anchors must be set in flush with the surface of the concrete.*

*The bracket screws must never be backed out. If the bracket screws can be turned easily by hand, do not hang the fan.*

Refer to Figure 6.

- A. Drill holes 50 mm deep in the concrete ceiling to receive 6 mm x 38 mm expansion shield anchors. "Rawl No. 1055" or equal. Anchors are not furnished with fan. Install shield in holes, observing all cautions above.
- B. Proceed with the installation on the fan per the basic installation instructions.

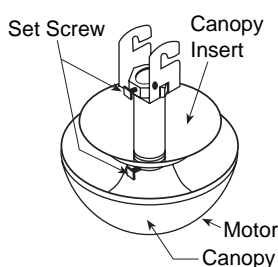


**Figure 6 - Installing on concrete ceilings**

## Step 4: Hanging your fan

**Caution:** Your Hunter Ceiling Fan weighs up to 23 kg. All of the following steps must be followed in order to ensure a secure mounting. Perform Step 4B through Step 4D with motor resting in liner for protection.

- A. Take the hanger bracket from the sack parts and pipe nipple from top liner. Feed wires from the top of the motor through the pipe.
- B. Loosen the set screw in the neck of the fan motor housing and hanger bracket so the pipe can be screwed in. Screw the pipe into the fan until tight (at least 4 1/2 turns). Feed wires through the canopy and the canopy insert and let the canopy rest on the neck of the motor. Slide the canopy insert over the pipe. Feed wires through the hanger bracket and screw the hanger bracket onto pipe until tight (at least 3 turns). Then use pliers to tighten both the hanger bracket and pipe together. Securely tighten the set screw in the bracket and the motor. Refer to Figure 7.

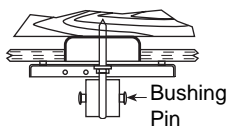


**Figure 7 - Assembling the hanger assembly**

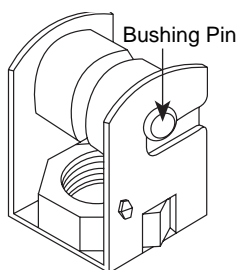
**Caution:** Be sure to tighten the pipe nipple into the fan, the hanger bracket onto the pipe and tighten the two set screws to prevent the fan from falling.

- C. Be sure the pin is centered in the rubber bushing. Refer to Figures 8 and 9.
- D. Lift the fan by the motor housing and hook the hanger bracket onto the pin in the rubber bushing. Make sure both ends of the pin are outside the hanger bracket. Refer to Figure 9.

**Caution:** Failure to perform these steps in correct order may result in fan falling.



**Figure 8 - Assembling the hanger bracket**



**Figure 9 - Assembling the hanger bracket**

## Step 5: Wiring your fan

### Warnings:

To avoid possible electrical shock, before wiring fan, disconnect power by turning off the circuit breakers both to the outlet box and to its 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. If you are unfamiliar with wiring, you should use a qualified electrician.

To reduce the risk of fire, electrical shock or motor damage, do not lift or carry the fan by the lead wires.

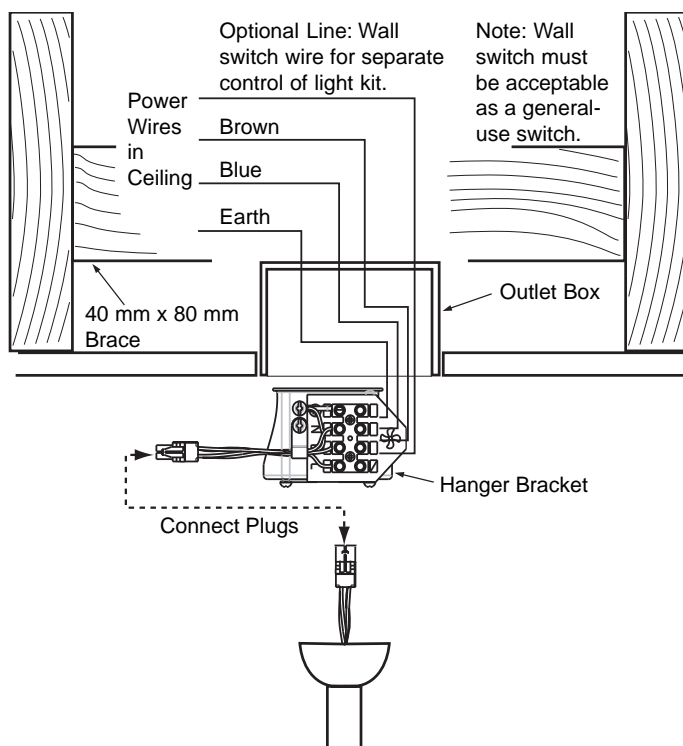
Refer to Figures 10, 11 and 12 while making the following electrical connections.

- A. Disconnect the power by turning off the circuit breakers to the outlet box and associated wall switch location.
  - B. Connect the supply mains to the terminal block mounted on the hanger bracket.
  - C. Connect the safety earth (green/yellow) wire to the terminal marked  $\oplus$ .
  - D. Connect the blue neutral wire to the terminal marked "N."
  - E. Connect the brown line wire to the terminal marked "L."
- Note:** An additional "L" terminal is provided for separate control of the light kit, if a separate supply line is provided for that purpose.

**Note:** Unless there is a separate line for the light kit, connect the black/white wire and the brown wire from the motor housing to the same "L" terminal.

- F. Connect the motor leads to the harness assembly attached to the hanger bracket and terminal block.

**Caution:** Be sure no bare wires or wire strands are visible after making connections.



**Figure 10 - Wiring diagram**

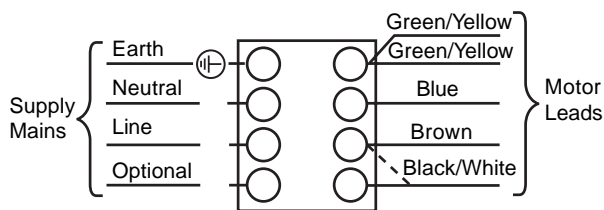


Figure 11 - Terminal block connections

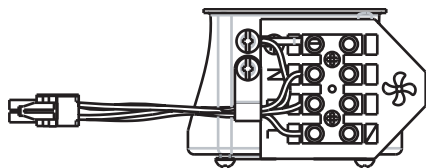


Figure 12 - Hanger bracket & terminal connections

## Step 6: Installing the canopy

Lift the canopy off the neck of the motor and slide the canopy and the canopy insert up until the three holes in the side of the canopy can be aligned with the three threaded holes in the ceiling plate. Insert and tighten the three screws that hold the canopy in place. Refer to Figure 13.

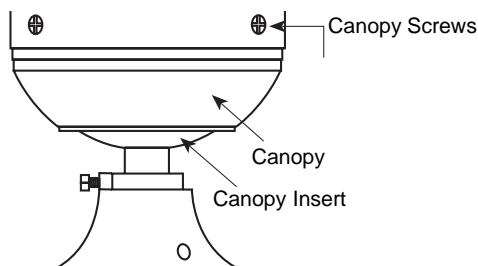


Figure 13 - Installing the canopy

## Step 7: Lubricating your fan

- A. Your Original Hunter Fan has been shipped without oil in the motor. Locate the tube of high grade SAE 10 non-detergent oil that is packed in the sack parts.
- B. Unscrew the oil hole screw on the side of the switch housing. Refer to Figure 14.

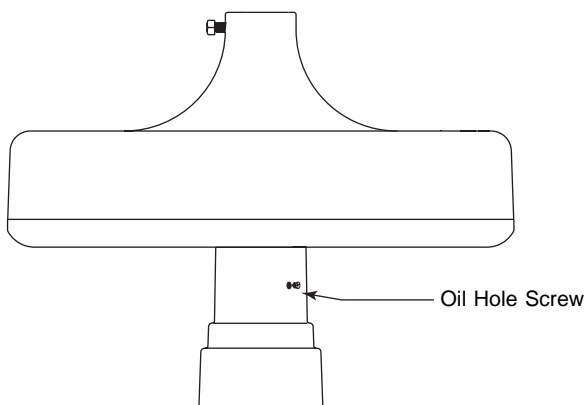


Figure 14 - Finding the oil hole

- C. Cut the tip off the oil tube, tilt the fan motor as shown in Figure 15, and place the tube into the oil hole of the switch housing.

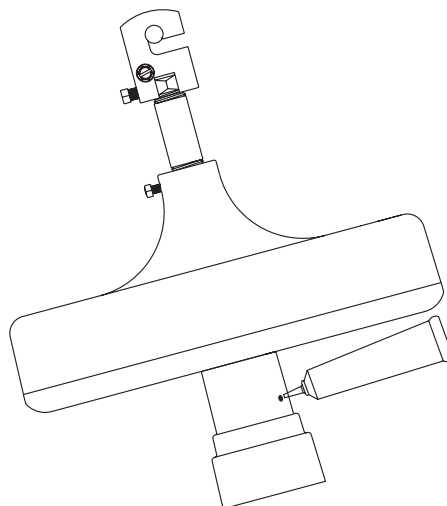


Figure 15 - Filling the oil hole

**Note:** It may be necessary to puncture the tube to allow air in.

- D. Fill the oil hole until the hole begins to come out. This is the indication that the oil hole is full.

**Caution:** Do not turn the fan on until lubrication has been added. To operate the fan without the Hunter provided oil or with low oil will void your warranty.

## Step 8: Assembling the fan blades

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

- A. Attach the wood blades to the blade brackets using three screws for each blade. Refer to Figure 16. If your fan comes with blade grommets, you must first insert the rubber grommets into the holes. Refer to Figure 17. Make sure all screws are tight to prevent vibration or wobbling. A cavity in the styrofoam packaging has been provided to nest the parts in during assembly to assure correct alignment of parts.

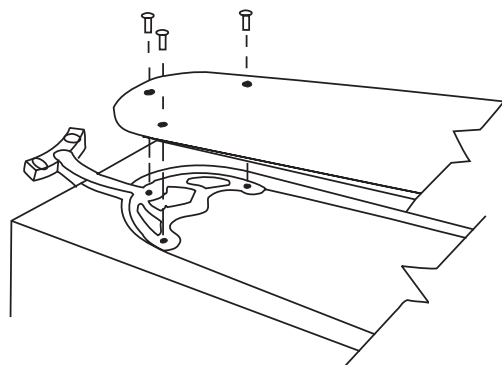
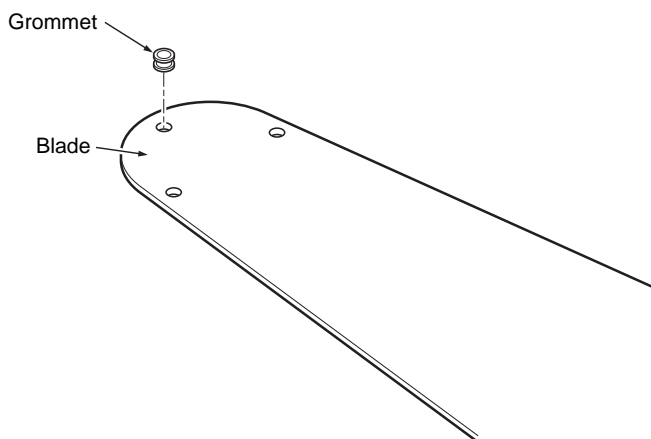


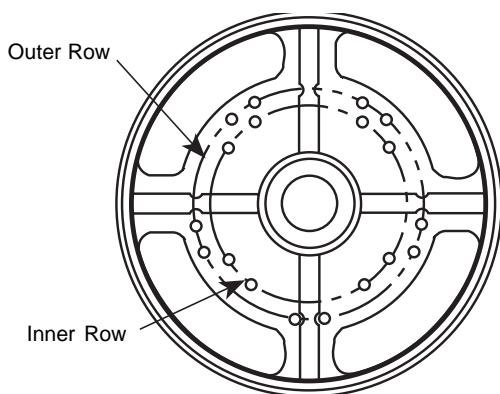
Figure 16 - Assembling the blade to the blade bracket



**Figure 17 - Blade and grommet**

**Note:** Grommets are usually assembled by hand. If you use a tool, make certain you do not damage the grommet or the blade when inserting the grommets.

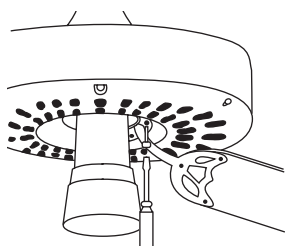
- B. With some fans you have an option to install four or five blades. For five blades, mount to the outer row of holes on the motor. For four blades, use the inner row. Refer to Figure 18.



**Figure 18 - Assembling the blade bracket to the motor**

- C. To install the blades to the motor, the insert blade iron screws through the holes in the blade iron. Use your screwdriver to hold in place. Fasten the screw onto the motor, but do not tighten. Refer to Figure 19. Line up other hole on motor and fasten the second screw. Before tightening screws, make sure they are not cross-threaded in the mounting holes. Tighten both screws securely. Repeat for remaining blades.

**Caution:** Do not attempt to run fan until all screws have been tightened securely.

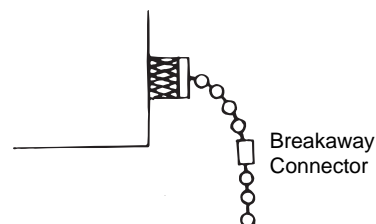


**Figure 19 - Assembling the blade bracket to the motor**

- D. A blade balancing kit has been provided with your fan. Should the fan wobble in operation, you may use this kit to correct the balance per the instructions supplied with the kit.

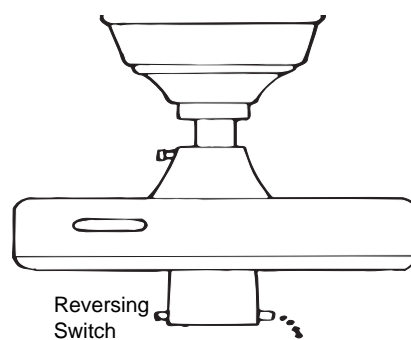
## Step 9: Operating your Hunter Fan

- A. The operation of your fan is controlled with a pull-chain switch which has 4 positions: off, high, medium, and low. Pull the chain gently to obtain the speed you desire.
- B. The breakaway connector is designed to separate from the chain at a predetermined force. If this separation occurs, simply reinsert connector. It can be reused numerous times. Refer to Figure 20.



**Figure 20 - Breakaway connector**

- C. Reversing your fan is controlled by a small switch located on the switch housing. Refer to Figure 21.



**Figure 21 - Reversing switch**

Ceiling fans are usually adjusted once in the fall and again in the spring to blow upward in the winter and downward in the summer. However, you may run them in either direction at anytime. Experiment as you like to obtain maximum comfort from your fan.

## **Care and Maintenance**

Once properly installed, your fan needs very little attention beyond checking the oil level. Oil is checked with a pipe cleaner used as a dipstick. Refer to Step 7.

Take care when cleaning your fan. Never use an abrasive cleanser or brass polish. Use a damp cloth or sponge. Do not drip water or soap into the motor.

Blades should be wiped clean periodically to prevent dust buildup. Be careful not to bend the blade irons.

If blades are cracked or blade irons bent, do not attempt to repair them. Order replacement parts from your Hunter dealer.

## **The Inside Story**

Oil is constantly pumped up the spiral groove to lubricate the rotor and shaft. The oil is returned to the reservoir where the bearings are submerged in a bath of oil.

This unique lubrication system is built into all Original Hunter Ceiling Fans. That's one reason Hunter Fans last so long. And why we offer a Limited Lifetime Warranty.

## Trouble Shooting Guide

### Problem

1. Nothing happens; blades do not rotate. Note: If blades will not turn by hand, contact your nearest service representative or dealer.

2. Noisy operation.

3. Excessive wobbling.

### Probable Cause

1. Power turned off or fuse blown.
2. Loose wire connections or wrong connections.
3. Pull chain switch not on.
4. Reversing switch in center.

1. Blade irons loosely screwed to rotor.
2. Blade screwed loosely to blade iron.
3. Blade cracked.
4. Canopy contacting ceiling.
5. No oil or low oil level.

1. Unbalanced blades.
2. Inadequate blade clearance.
3. Loose blades or blade irons.
4. Fan not secure on hanger assembly.

### Solution

1. Turn power on or replace fuse.
2. Loosen canopy. Check all connections. Turn power off while checking.
3. Pull switch cord.
4. Slide reversing switch either up or down.

1. Tighten screws until snug.
2. Tighten.
3. Replace all four blades. Contact dealer.
4. Lower canopy.
5. Check oil level.

1. Rebalance.
2. Relocate fan.
3. Tighten all screws.
4. Turn power off. Support fan very carefully. Loosen canopy and hange correctly.

Fill in the blanks below for your records.

Serial Number: \_\_\_\_\_

Model Number: \_\_\_\_\_

Date Purchased: \_\_\_\_\_

Date Installed: \_\_\_\_\_

Dealer/Store Name Where Purchased: \_\_\_\_\_





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