Craftmade®

BETTER BY DESIGN

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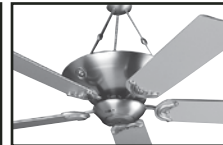Email: **customerservice@craftmade.com**
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ME52

Installation Instructions
Models: CT52, D52, FR52, ME52 & OL52

CT52   D52   FR52   OL52

Craftmade®

BETTER BY DESIGN

Read and Save These Safety Precautions

1. Turn off electricity at main switch before wiring or servicing fan in order to avoid possible electrical shock.
2. All wiring must be in accordance with the National Electric Code (ANSI/NFPA 70-1999) and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. After making the wire connections, the wires should be spread apart with the grounded conductor and the equipment-grounding conductor on the one side of the outlet box and the ungrounded conductor on the other side of the outlet box.
4. The splices after being made should be turned upward and pushed carefully up into the outlet box.
5. Conductor of a fan identified as grounded conductor to be connected to grounded conductor of power supply, conductor of a fan identified as ungrounded conductor to be connected to an ungrounded conductor of power supply, conductor of fan identified for equipment grounding to be connected to an equipment-grounding conductor.
6. Fan should not be mounted in an area where it might get wet.
7. To reduce the risk of fire, electric shock or personal injury, mount to outlet box marked "Acceptable for Fan Support" and use mounting screws provide with the outlet box.
8. For safety and best operating results, we recommend that you have a qualified electrician assemble and install your fan.
9. WARNING: To reduce the risk of fire or electric shock, do not use this fan with any solid state speed control device.
10. To reduce the risk of personal injury, do not bend the blade brackets when installing

Before Assembly

1. Make sure that the fan voltage (120) is compatible with your own electrical system.
2. Check to make sure that your carton contains all the parts mentioned in the parts list.

NOTE: When the motor is taken out of carton, please put it in a soft cloth to prevent any damage on the ornamental surface.

CAUTION: Before installing, choose a location for mounting the fan where the blades have at least 7 feet of clearance from all objects and floor. Mount an outlet box to the ceiling or use an existing box.
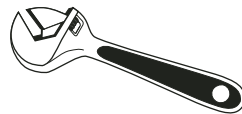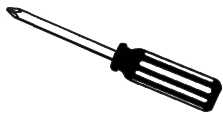
CAUTION: Do not mount fan to sheet rock or drywall type materials. To insure proper support, use the two #1 wood screws to secure mounting bracket to joist or beam. If the location you choose does not have a suitable support beam, install a 2"X4" brace between ceiling joists to support.
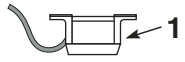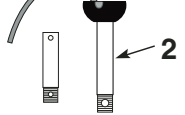
Tools You Need
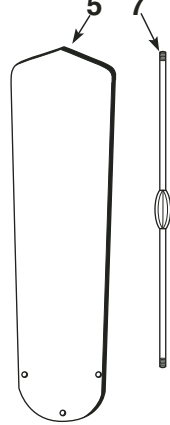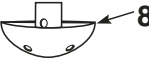
1. Phillips Screwdriver
2. Adjustable Wrench
3. Needle Nose Pliers
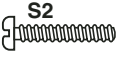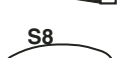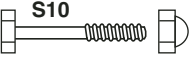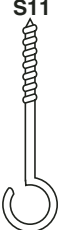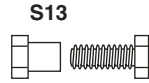
What You Have

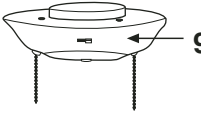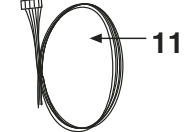| Parts	Quantity
1. Mounting Bracket	1
2. Down Rod Assembly	2
2" & 6" Rod Supplied	
Use desired length)	
3. Canopy	1
4. Fan Housing & Motor	1
5. Wood Blades	5
6. Blade Holders	5
7. Decorative Support Rods	3
8. Support Rod Distributor	1
8a. Distributor Cover	1
9. Switch Housing Assembly	1
10. Blade Ornaments	5
11. Wiring Harness	1
12. Balance Kit	1

Screw Package	Quantity
S1. Wood Screws	2
S2. Screws (for Canopy)	3
S3. Bracket Screws & Washer	2
S4. Washers (for bracket)	2
S5. Blade Screws	16
S6. Motor Screws (4 screws on motor)	11
S7. Wire Connectors	4
S8. Pull Chains	2
S9. Hex Nuts for Support rods	3
S10. Safety Bolt & Nut	1
S11. "J" Hook	1
S12. Zip Tie	1
S13. Cable Clasp	1

Preparation

⚠ **Important:** When using an existing outlet box, be sure the box is securely attached to the building structure and can support the full weight of the fan. Failure to do so can result in serious injury or death.

Step 1

Turn off circuit breakers and wall switch to the fan supply line leads.

⚠ **Warning:** Failure to disconnect power supply prior to installation may result in serious injury or death. To reduce the risk of shock, this fan must be installed with an isolating wall control/switch.
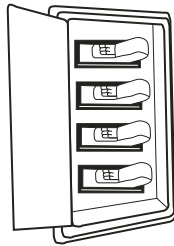
Step 2

Determine mounting method to use.
A. Downrod Mount
B. Angle Mount
   Craftmade Part #45AD (see dealer)

Downrod Installation (Normal Ceilings)
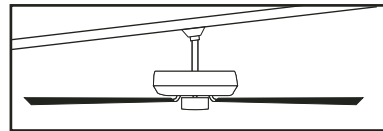
Downrod Installation (Vaulted Ceilings)

IMPORTANT: If using the angle mount method, check to make sure the ceiling angle is not steeper than 35°. Angles greater than 35° will require a 45° angle adapter.

Step 3

Check to make sure blades are at least 30" from any obstruction. Check downrod length to ensure blades are at least 7' above the floor.

30"
0.75m
Min.

84"
(2.1m)
Min.
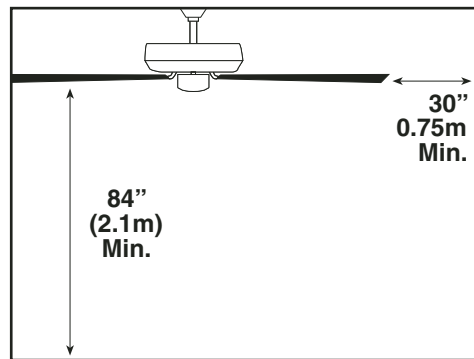
Step 4

Prior to securing mounting bracket, screw "J" hook (S10) into ceiling outlet box as a secondary support means. Secure mounting bracket (#1) to the outlet box (A) by tightening bracket screws & washers (S3) as shown. If not mounting to an outlet box, use wood screws (S1) and washers (S3) and mount securely to ceiling beam. **Be sure at this point to insert canopy screws (S2) in bracket.** NOTE: Do not mount directly to sheet rock or ceiling tile. **NOTE: J Hook installation is a Canadian requirement only.**

Support Beam

"J" Hook (S10)

OUTLET BOX

Outlet Box (A)

Ceiling →

Mounting Bracket (1)

Bracket Screws & Washers (S3)

Wood Screws (S1)

Wood Screws (S1)

Canopy Screws (S2)
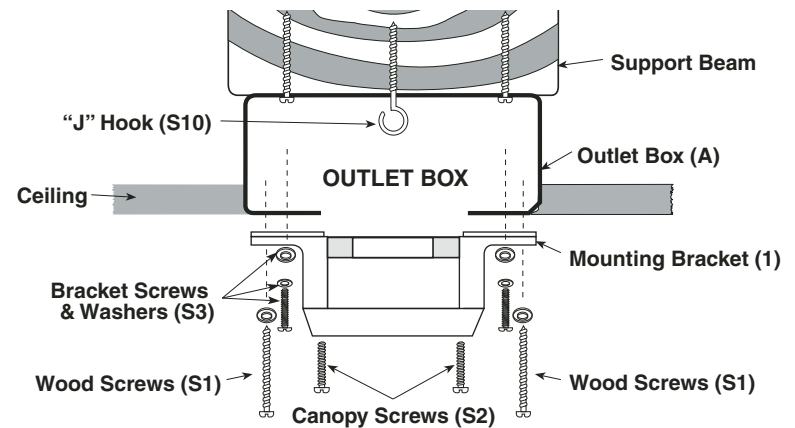
Step 5

Viewing fan housing and motor from top, securely plug the connector from the wire harness into the wiring harness connector (see diagram). Locate the decorative rod support bracket (A). Using a decorative rod (#7), insert wiring harness (#11), including steel cable, through hole in support bracket (A) and rod. Firmly hand tighten rod into bracket (rod must be fully seated into bracket). Install remaining two rods (#7) in support brackets (B and C) and firmly hand tighten.

Fan Housing & Motor

Decorative Rod (#7)

Wire Harness (#11)

Support Bracket (C)

Light Socket

Support Bracket (A)

Support Bracket (B)
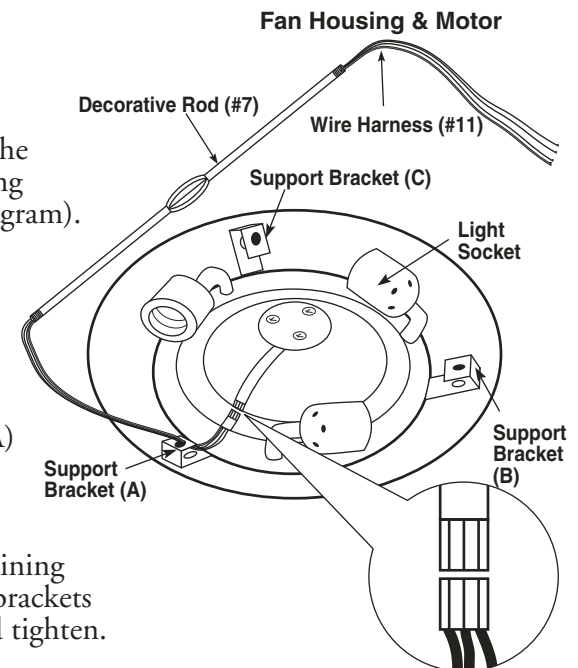
6 *Step 6*

Insert wires, including steel cable, from top of support rod (#7) through hole "A" in bottom of "support arm distributor" (#8). Insert ends of remaining two rods into holes "B" and "C" in bottom of distributor. Place wires through hex nut and tighten nut securely onto support rod. Use hex nuts to secure remaining two rods into place. Insert wires through hole "D" and pull through top of downrod section of distributor.

Side View of Support Arm Distributor Assembly (#8)

D → **Downrod Section**

A → ← B

← **Support Rod (#7)**

Wiring Harness (including steel wire) →

A

C

Hex Nut →

B

Top View of Support Arm Distributor (#8)

CAUTION:
Do not mount fan to sheet rock or drywall type materials. To insure proper support use the two #1 wood screws to secure mounting bracket to joist or beam, if the location you have chosen does not have a suitable support beam, install a 2" x 4" brace between ceiling joists to support fan, or one of the many NEC and UL approved ceiling fan braces.

⚠ **WARNING:**
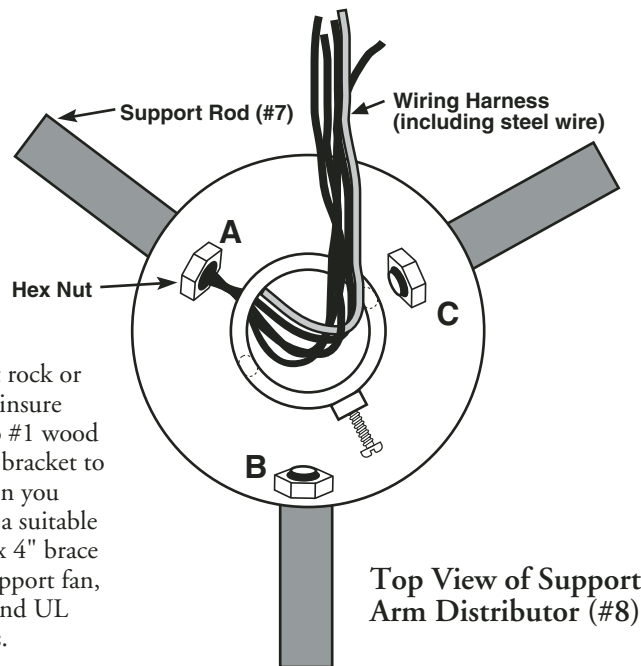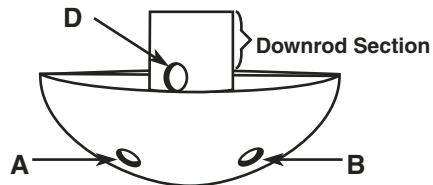To reduce the risk of fire, electric shock or personal injury, mount to outlet box marked "acceptable for fan support" and use mounting screws provided with the outlet box. Most outlet boxes commonly used for the support of lighting fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

7 *Step 7*

Locate downrod assembly (#2). Loosen ball screw on black hanging ball to free lock pin. Black hanging ball will slide down. Remove ground screw and green ground wire. Remove hanging ball from downrod and save all parts. Insert wires and steel cable from distributor assembly through downrod. Screw downrod into top of Support Arm Distributor Assembly (#8), being careful that wires are pulled through.

Lock Pin

Green Ground Wire

Ball Screw

Downrod Assembly (#2)

Hanging Ball

Downrod

Support Arm Distributor Assembly (#8)
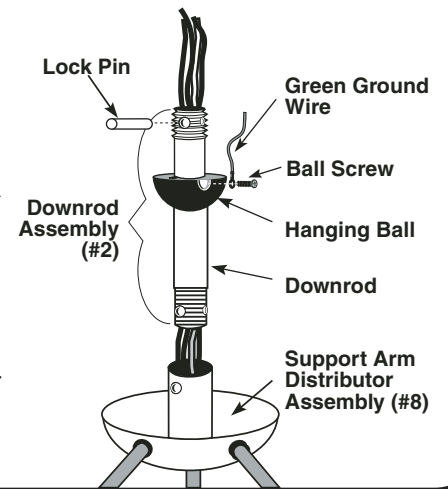
8 *Step 8*

Position downrod so the hole in the downrod aligns with the hole in the distributor assembly. Insert safety bolt (S10) through distributor assembly and downrod and attach nut. Tighten firmly. Tighten set screw "A" against downrod. Place distributor cover (#8a) over support arm distributor (#8). Next place canopy (#3) over downrod assembly (#2). Replace hanging ball, insert hanging pin through downrod and tighten set screw "C" in hanging ball into downrod.

Threaded Set Screw Hole

Hanging Pin

Ground Wire

Ball Screw

Hanging Ball

Set Screw (C)

Downrod (2)

Canopy (3)

Distributor Cover (8a)

Safety Bolt and Nut

Set Screw (A)

Distributor Assembly (2)

⚠ **WARNING:**
Failure to completely tighten downrod as described in steps 7 & 8 above could result in the fan loosening and possibly falling.

9

Step 9

Thread steel cable through cable clasp (S13). Loop wire over and thread back through cable clasp, making sure loop is large enough to attach on to "J hook (S10) in outlet box. Tighten screw securely to ensure that loop does not come loose.

Cable Clasp (S13)
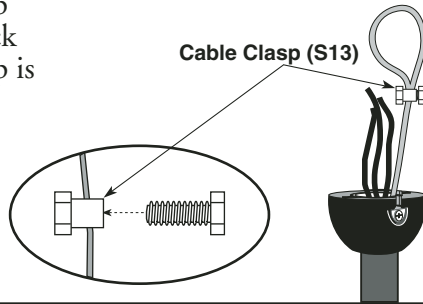
10

Step 10

For added security, attach safety cable from fan unit to "J" hook (S10) in outlet box. Secure by looping zip tie (S11) through safety cable and "J" hook. Tighten zip tie securely. Lift fan onto the mounting bracket (#1). Turn housing until hanging ball seats itself into ball socket (listen for click).

Support Beam

"J" Hook (S10)

Outlet Box (A)

OUTLET BOX

Ceiling

Mounting Bracket (#1)

Green Ground Wire
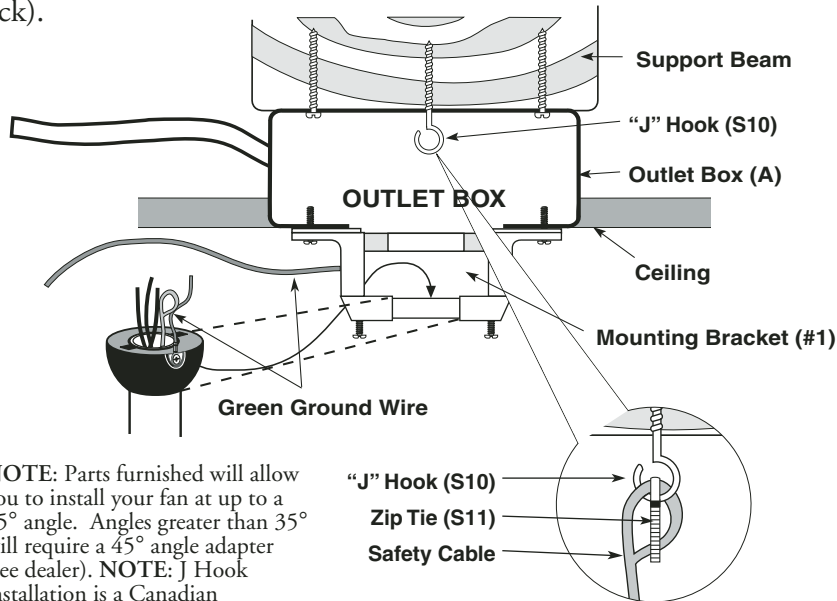
NOTE: Parts furnished will allow you to install your fan at up to a 35° angle. Angles greater than 35° will require a 45° angle adapter (see dealer). **NOTE:** J Hook installation is a Canadian requirement only.

"J" Hook (S10)

Zip Tie (S11)

Safety Cable

⚠ **WARNING:** To reduce the risk of fire, electric shock or personal injury, mount so outlet box marked "acceptable for fan support" and use mounting screws provided with the outlet box. Most outlet boxes commonly used for the support of lighting fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.
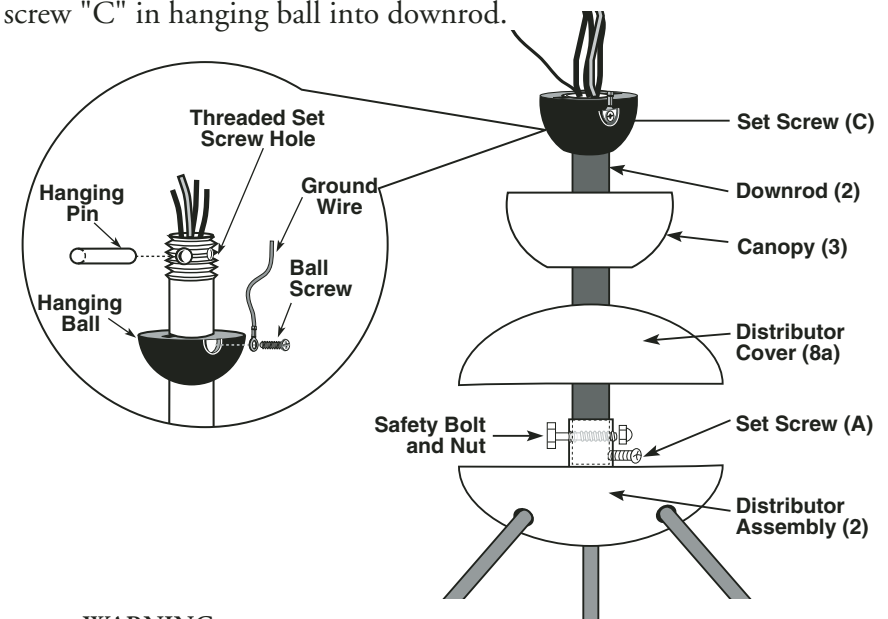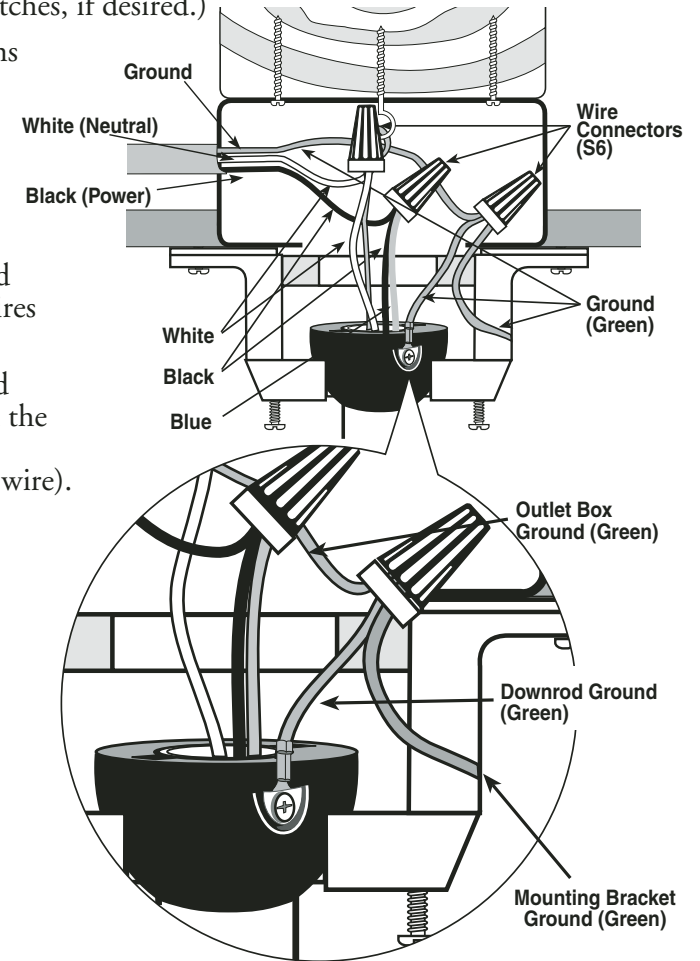
11

Step 11

1. Connect fan wires to ceiling wires: white fan wire to white outlet wire, black to black and green to green. Wire connectors (S6) are provided for your convenience. If an additional blue wire is present then also connect the blue wire to the black wire. (Optional light kit may be wired to individual wall switches, if desired.)

2. After connections are made, turn splices upward and push carefully into outlet box. Separate blue and black wires on one side of the box, and white and green wires on the other side.

There are 4 colored wires coming from the top of the motor (including ground wire).

Ground

White (Neutral)

Black (Power)

Wire Connectors (S6)

Ground (Green)

White

Black

Blue

Outlet Box Ground (Green)

Downrod Ground (Green)

Mounting Bracket Ground (Green)

Wire Connnections	
Outlet Box	**Fan wires**
Black	Black (Hot wire for fan)
Green	Green (Ground wire)
White	White (Neutral wire)
Black	Blue (Light kit wire)

12 Step 12

Attach canopy (#3) to the mounting bracket by placing screws (S2) into slot in canopy. Twist clockwise to lock into place. Tighten screws firmly.

Ceiling

Canopy (3)

Screws (S2)

Bottom of Canopy
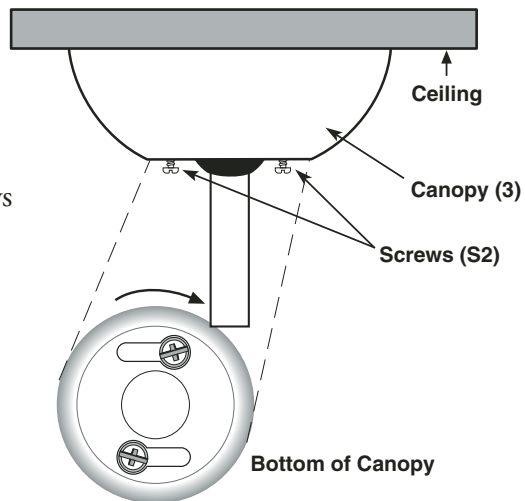
13 Step 13

For blade assembly, position blade holder (#6), blade (#5) and blade ornaments (#10) so that all screw holes are aligned (as shown in figure below). Using blade screws (S5), insert through top of blade holder, through blade, and into blade ornament. Tighten securely.

Blade Holder (6)

Blade Screws (S5)

Blade (5)

Blade Holder Screws (S6)

Blade Ornament (10)
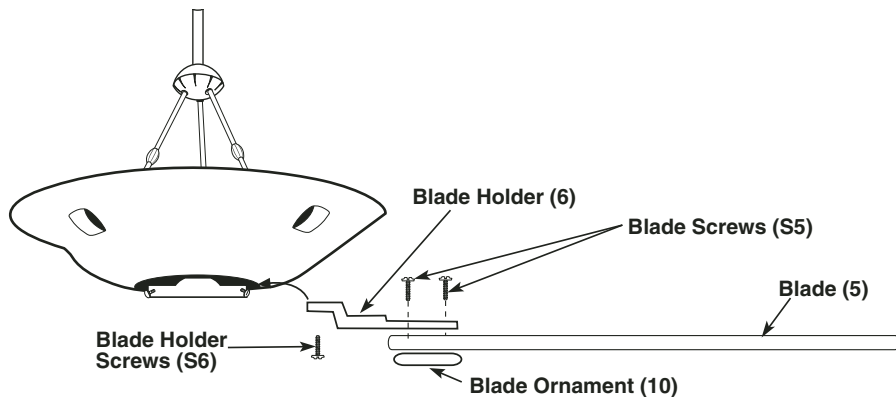
⚠ **CAUTION:** Install blade holders to motor only after motor installation is complete. This will prevent damage to the blade holders which have been carefully balanced. IMPORTANT: Remove rubber cushions, saving motor screws for installation.

⚠ **CAUTION**
To reduce the risk of personal injury, DO NOT bend the blade arms when installing them. When balancing the blades, or cleaning the fan, do not insert foreign objects in between rotating fan blades.

14 Step 14
5 Blade Installation

Remove rubber cushions, saving motor screws for blade installation. Using motor screws (S5) provided, line up holes from the blade arm with the holes in the motor housing. Tighten screws securely.
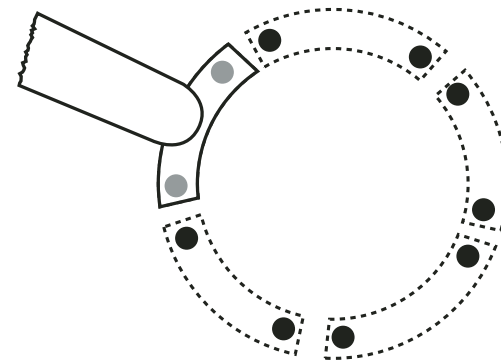
15 Step 15

1. To install the Switch Housing Assembly (#9), locate both modular wiring plugs (A) and (B). One extends from the mounting plate (E) on bottom of fan body and one extends from the Switch Housing (#9). Align the two plugs so the latch on the side of the plugs will engage when pushed together. Push the two plugs firmly together until latched.

2. Loosen 2 of the 3 screws (F) on mounting plate. Completely remove one of the screws. Raise switch housing (#9) and align the mounting slots (D) in the switch housing with the mounting screws (F) on the mounting plate on bottom of fan body. Rotate the switch housing to the right until the two screws are completely seated into mounting slots. Replace screw that was removed. Tighten the three mounting screws securely.

IMPORTANT: Be sure that no wires are caught in mounting slots or pinched between switch housing and mounting plate.

Mounting Plate (E)

Screws (F)

Mounting Slots (D)

Modular Wiring Plug (A)

Modular Wiring Plug (B)

Switch Housing (9)
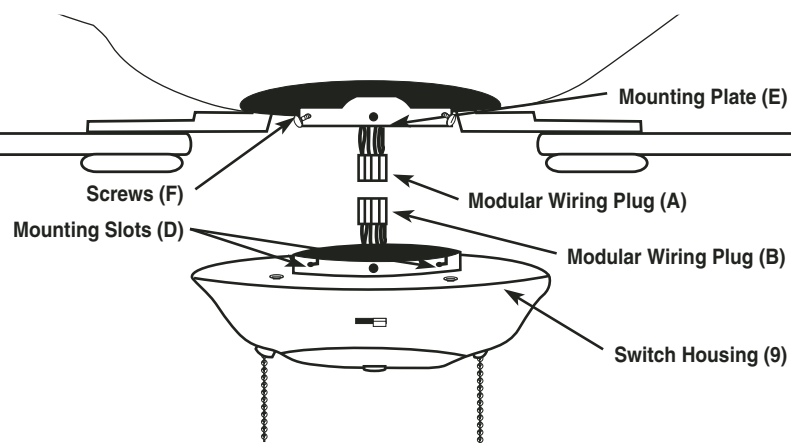
16 *Operation Instructions*

1. The sequence of operation for the motor pull/chain switch is OFF-HI-MED-LOW.
2. Push the slide switch RIGHT for FORWARD, and LEFT for REVERSE action of the blades.
3. The pull chain switch for the uplights and side body lighting in the body of the fan is two positions - ON/OFF.
4. The Fresco (FR52) and Constantina (CT52) has a four-way switch: OFF-UPLIGHTS-SIDE BODY-BOTH.

Motor Pull Chain

Uplights Pull Chain

Slide Switch
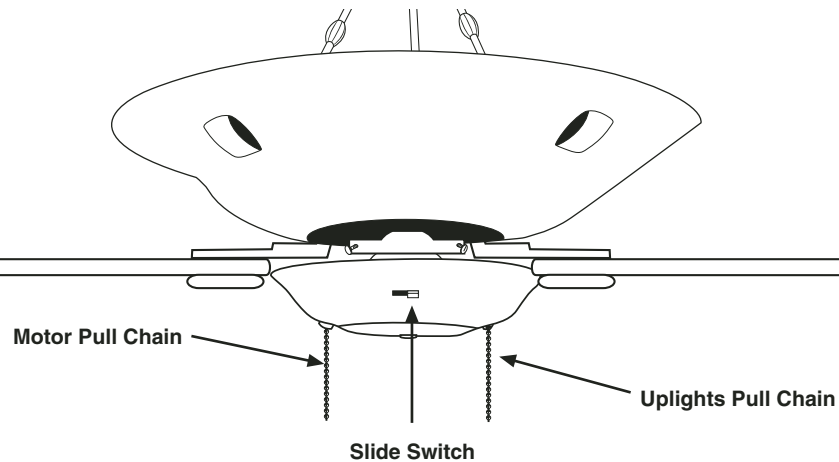
⚠ CAUTION
   Even if your fan is mounted with the blades more than 7 feet from the floor, be careful to avoid placing your raised arms or any object in the path of the blades.

Connect black and blue (if provided) fan wires to black outlet wire. Connect white fan wire to white outlet wire and green grounding lead wire from the grounding conductor to the supply circuit (see figure A). Use wire connectors provided with your fan. No loose strands or loose connections should be present. After wires have been connected, they must be spread apart so the green and white are on one side of the outlet box and the black and blue are on the other side. Turn splices upward and carefully push all wiring into outlet box. For optional wall control see figure B or Figure C for alternate wiring. When wall switches are employed, switches should be UL listed for use with ceiling fan.

NOTE: Make sure fan on/off switch is always at "high speed" location if your fan is controlled by additional wall switch.
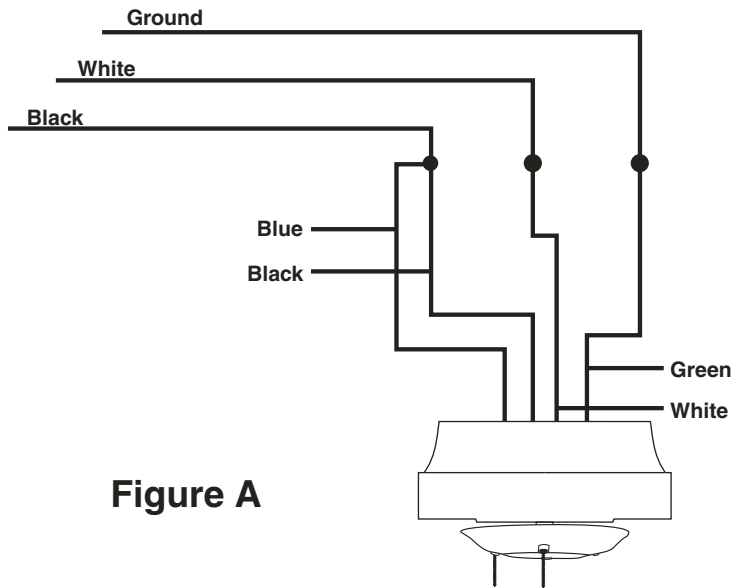
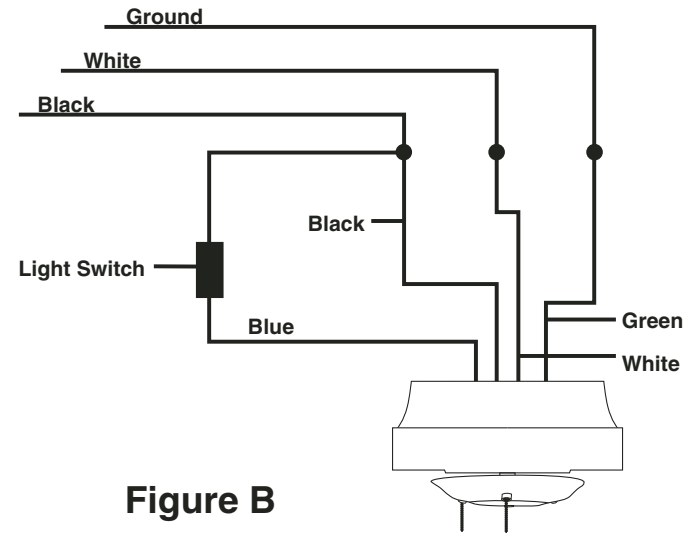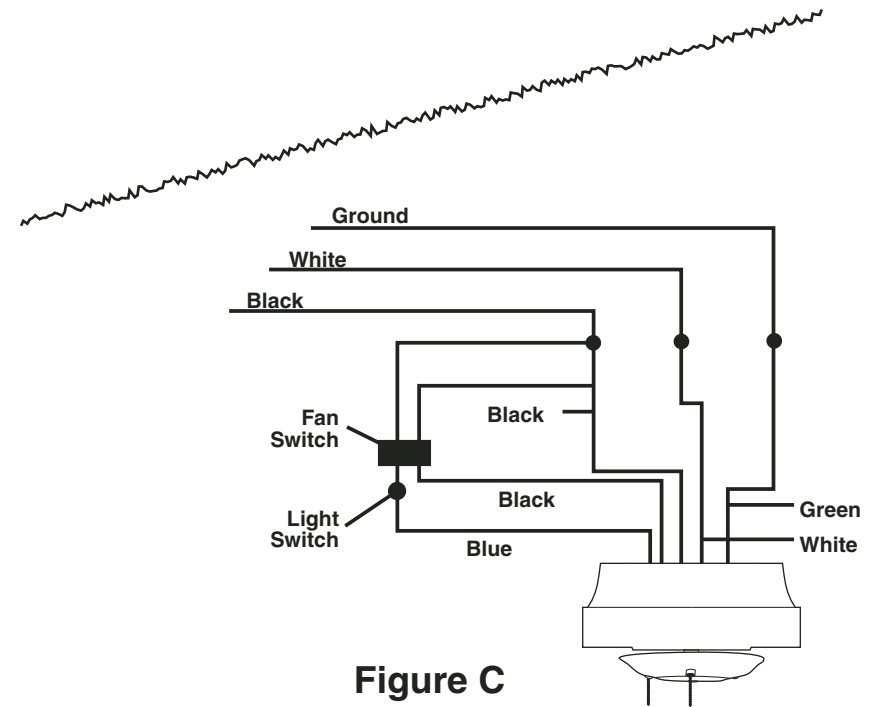Ground

White

Black

Blue

Black

Green

White

Figure A

Ground

White

Black

Black

Light Switch

Blue

Green

White

Figure B

Ground

White

Black

Fan
Switch

Black

Light
Switch

Black

Blue

Green

White

Figure C