

READ AND SAVE THESE INSTRUCTIONS

Builder Fan Indoor .
Builder Fan Outdoor .

Thank you for purchasing a Gulf Coast Fans Inc. product. It will provide years of cost efficient comfort. With over a decade of experience in ensuring quality workmanship at an affordable price, we stand behind our product and we hope you will too.

IMPORTANT PRECAUTIONS

- 1 Read these instructions carefully before you start.
- 2 Turn off the power at the source before installation, servicing, or cleaning.
- 3 WARNING--TO REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK, DO NOT USE THIS FAN WITH ANY SOLID STATE SPEED CONTROL DEVICE. USE ONLY GULF COAST CONTROLS.
- 4 WARNING--TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE IRONS WHEN INSTALLING ON BLADES, BALANCING THE BLADES, OR CLEANING THE FAN. DO NOT INSERT FOREIGN OBJECTS IN BETWEEN ROTATING FAN BLADES.
- 5 WARNING--TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR PERSONAL INJURY, MOUNT FAN TO AN OUTLET BOX MARKED "ACCEPTABLE FOR FAN SUPPORT" AND USE THE MOUNTING SCREWS PROVIDED WITH THE OUTLET BOX.
- 6 If you don't feel comfortable hanging and wiring this fan, we recommend that you hire a qualified electrician to install it.
- 7 All wiring and electrical connections must meet the National Electrical Code and any local codes that may apply.
- 8 After installation, fan blades must be at least seven (7) feet from the floor.

To begin with, the site of installation must be clear of any obstructions. Walls, cabinet or cupboard doors, and AC/heating vents (strong air currents will cause fan to wobble) are common obstructions.

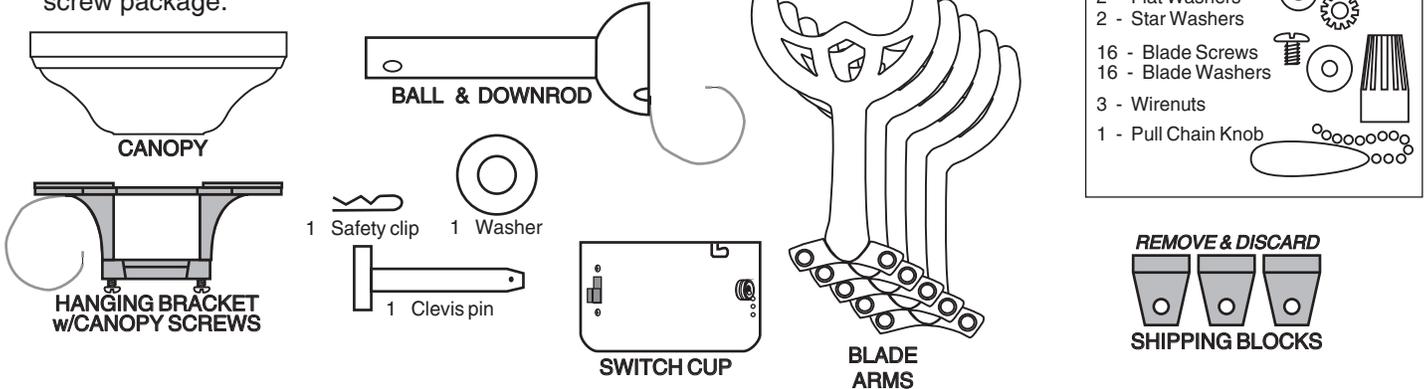
Also, you will need a securely mounted outlet box that is listed for fan support.

The only tools you will need are a medium Phillips screwdriver, wire cutter/stripper, common sense and a little caution.

I. Inventory the parts

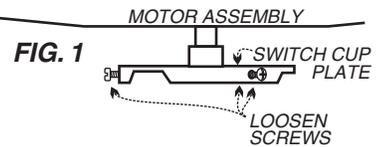
A. Remove all of the parts from the top styrofoam and remove the styrofoam. Use this top piece to support the fan during preliminary assembly.

B. Remove all parts from plastic bags, including the blades and screw package.

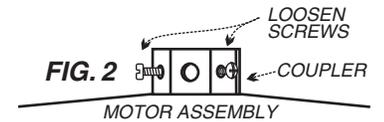


II Preliminary Assembly.

A. Place the motor (with the switch cup mounting plate up) in the top styrofoam. Remove and discard any Shipping Blocks from the face of the motor. Loosen the three screws in the Switch Cup Plate on the Motor assembly (Fig. 1).



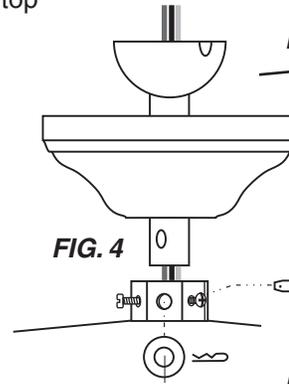
B. Place the motor (with the switch cup mounting plate down) in the top styrofoam. Loosen the two set screws in the coupler (Fig. 2).



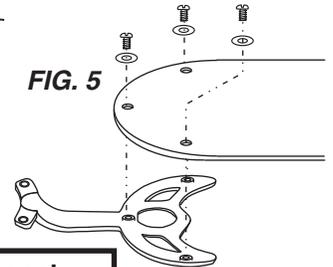
C. If there is a short downrod included, it is for low ceiling installations. If you change the downrod, make sure the ball pin is in place. Fig. 3.



D. Thread the fan's power wires through canopy and Ball & Downrod. Seat the downrod into the coupler with the holes in each aligned. Insert the clevis pin, and secure with the washer and safety clip (Fig. 4) Tighten the coupler set screws against the downrod.

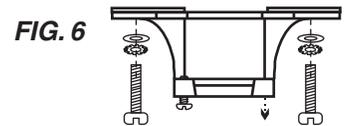


E. Hold together blade and blade iron. Note the side of the blade you want to show. Using the Blade Screws and Blade Washers, three of each per blade, secure blade to blade iron. Repeat this procedure with the rest of the blades. Be sure all of the screws are tight. Fig. 5



WARNING - To Reduce The Risk Of Fire, Electric Shock, Or Personal Injury Mount Fan To An Outlet Box Marked "Acceptable For Fan Support" And Use The Mounting Screws Provided With The Outlet Box.

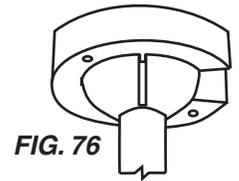
F. 1. Take the Hanging Bracket and secure it to the outlet box (marked Acceptable For Fan Support) using the mounting screws provided with the outlet box (Fig 6). Tighten them evenly. If you are mounting the fan directly to the building structure, use the wood screws provided, and secure to a joist.



2. Remove one canopy screw (also Fig 6) and loosen the other. Make sure all of the wires are accessible and are not being pinched. Also, make sure the bracket doesn't wobble.

III. Now to hang the fan...

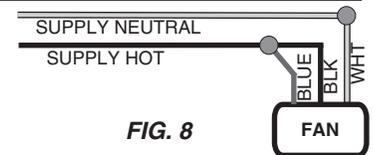
- A. Holding the fan firmly, carefully lift it up to hanging bracket. Place the ball into cradle of the bracket. Turn the entire motor assembly until it locks into place. The tab on the bracket must be in the groove in the ball. Fig 7. Make sure the wires are not being pinched.
- B. At this time you may want to shorten the wires from the fan to about 6" from the ball, leaving enough wire to make the connections to the house wiring. This trimming helps when you tuck the wires into outlet box.



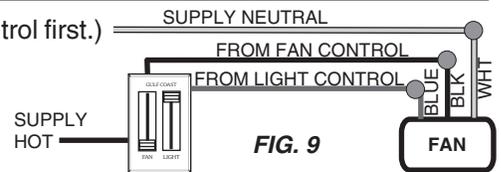
IV. Wiring methods and instructions.

There are three common wiring methods; choose the one best suited to your needs. Keep in mind, the supply wire colors may vary. (The wire colors in parentheses are commonly found in existing structures.) Use the large orange wirenuts to make the connections. It is a good idea to wire the blue light kit wire now, even if you don't have a light kit. It may save you some trouble in the future.

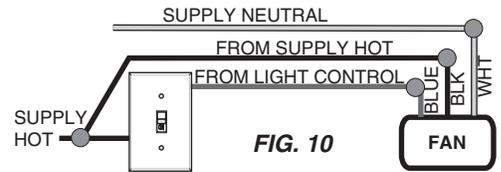
- A. Pull chain operation only.
 1. Green ground wires to outlet box ground (bare)
 2. Black and blue wires from fan to hot supply (black)
 3. White wire from fan to neutral supply (white)



- B. Wall control for both fan and light kit (Read the instructions for the wall control first.)
 1. Green ground wires to outlet box ground. (bare)
 2. Black wire from fan to (black) wire from fan control.
 3. Blue wire from fan to (red) wire from light control.
 4. White wire from fan to neutral supply. (white)



- C. Pull chain operation of fan - Wall control for the light.
 1. Green ground wires to outlet box ground. (bare)
 2. Black wire from fan to hot supply. (black)
 3. Blue wire from fan to (red) wire from wall control.
 4. White wire from fan to neutral supply. (white)

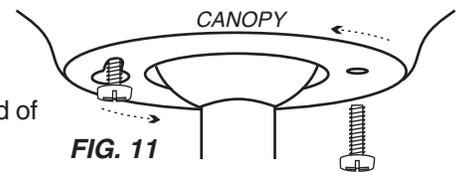


Now tuck the wires and wirenuts carefully into outlet box. Make sure wirenuts remain tightly on connections.

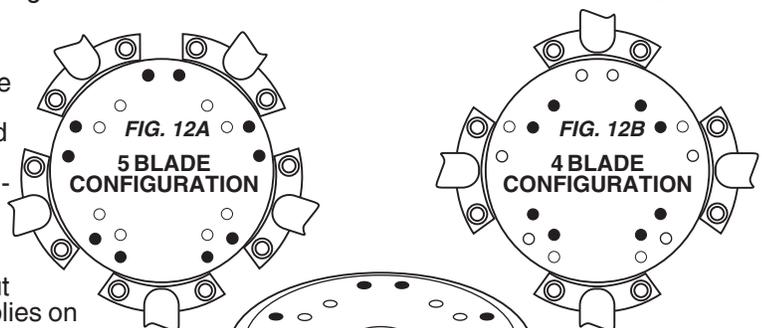
If you have a Gulf Coast Remote Control, fan should be wired according to method A. Method B can be used with two separate controls for the fan and light, or with a combination wall control, such as a 423L Gulf Coast control.

V. Final Assembly

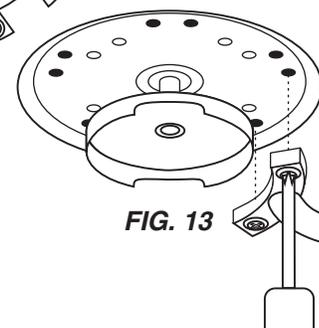
- A. With the motor in place and the wires out of the way, slide the canopy up to the hanging bracket. The canopy screw in the bracket will come through the large end of the key slot in the canopy. Fig. 11. Turn the canopy slightly, counter-clockwise, to hold in place, and insert the remaining canopy screw. Tighten the screws.



- B. Since this fan can be assembled with either four or five blades, now is the time to decide. You will notice that the fan motor has many holes to accept the Blade Irons. If you are going to use five blades, use the holes specified (filled in black) in Fig 12A. If you are going to use four blades, use the holes specified in Fig 12B. (Helpful hint - mark the holes you are going to use with a pencil.)



- C. To avoid damaging the motor, do not run the fan without blades. So, the next step is to mount the blade assemblies on the motor. The Blade Arms should have the Motor Screws preinstalled. If they were packaged separately in the screw package, simply hold it in place with a screwdriver while aligning it to the motor. Lift blade assembly into place and align the screws with the appropriate holes on the motor face. With the screwdriver, start the first screw to hold it in place and align the other screw to the other hole. Tighten both screws securely. Fig. 13. Repeat this with the rest of the blade assemblies, and retighten all of the screws.



V. **Final Assembly** (continued from Page 3)

D. You're just about done now. The switch cup is the last step, and it's simple. Notice the wire connectors in the switch cup and on the motor. They are color coded and notched to fit only one way. Fig 14. Push the connectors together and make sure none of the pins get pushed out.

E. Tuck the wire connector into the switch cup. Position the switch cup on the switch cup plate aligning the three screws with the three slots. Once the screws are in the slots, rotate the switch cup clockwise so that the screws are at the end of the slot. Tighten the screws to secure the switch cup. Fig. 15.

F. Connect the pull chain knob to the switch cup's pull chain switch. Make sure the reverse switch is fully engaged upwards or downwards.

G. Turn the power supply back on and prepare to be comfortable!

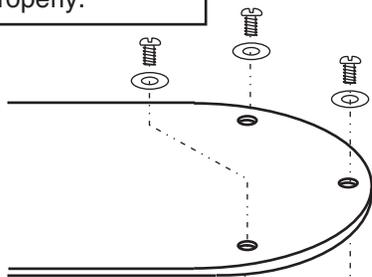
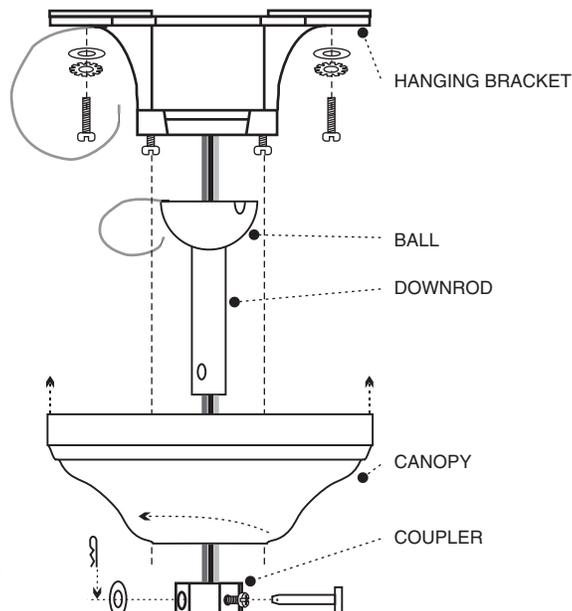
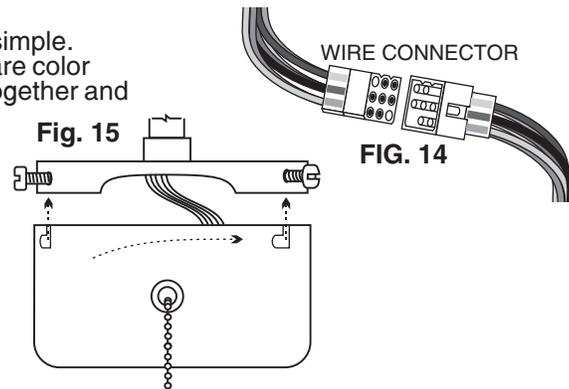
VI. **Operation Instructions**

A. The first pull of the pullchain switch will give you high speed. The second pull is medium speed, and the third is low speed. Once again will turn it off.

B. Only operate the reverse switch when the fan is in the off position and the blades are no longer spinning.

1. With the reverse switch in the down position, the fan will provide downward air movement, this is the recommended setting for highest efficiency, for use in the summer months.
2. With the reverse switch in the up position, air movement is upward, which can be used in the winter to circulate and redistribute warm air without creating drafts.

VII Troubleshooting	
Fan won't run -	Check power supply. Reverse switch is not fully engaged. Check wirenut connections. Double check wiring diagrams.
Fan makes noise -	Allow 24 hrs to fully seat bearings Screw(s) is(are) loose somewhere. Ball is not seated properly. Solid-state control in the circuit.
Fan wobbles	Bracket is loose at the ceiling. Loose screw at top of fan. Ball is not seated properly.



We stand behind our product and always strive to satisfy our customer.

Gulf Coast Fans, Inc.
P.O. Box 10,000
Oldsmar Florida 34677
(813)-855-7384