

# CRAFTMADE™

READ THESE INSTRUCTIONS AND  
SAVE THEM FOR FUTURE USE



## Close Mount Adapter Installation Guide

For Model:

CMA

CMAWF

### Table of Contents:

Safety Tips. pg. 2

Parts Inventory. pg. 2

Installation Preparation. pg. 3

Close Mount Adapter Installation. pgs. 3 - 4

Final Installation. pg. 5

Warranty. pg. 5

Parts Replacement. pg. 5

## SAFETY TIPS.

**WARNING:** To reduce the risk of electrical shock, turn off the electricity to the fan at the main fuse box or circuit panel before you begin installation.

1. **READ ALL INSTRUCTIONS AND SAFETY INFORMATION CAREFULLY BEFORE INSTALLING THE ACCESSORY AND SAVE THESE INSTRUCTIONS. BE SURE TO HAVE AVAILABLE ALL SAFETY INSTRUCTIONS FOR THE FAN YOU HAVE INSTALLED.**

**CAUTION:** To avoid personal injury, the use of gloves may be necessary while handling parts with sharp edges.

2. Make sure all electrical connections comply with Local Codes or Ordinances, the National Electrical Code, and ANSI/NFPA 70-1999. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the instructions, please use a qualified electrician.
3. The outlet box and ceiling support joist used must be securely mounted, and capable of supporting at least 35 pounds (15.9 kilograms). The outlet box must be supported directly by the building structure.

**WARNING:** To reduce the risk of fire, electrical shock, or personal injury, mount to an outlet box marked "Acceptable for Fan Support of 15.9 kg (35 lb) or less," and use the mounting screws provided with the outlet box as well as the screws and washers included with this accessory. Most outlet boxes commonly used for the support of lighting fixtures are not acceptable for fan support and will need to be replaced. Consult a qualified electrician if in doubt. [See section 3, page 3 for additional information.]

4. After installation is complete, check that all connections are absolutely secure.

**WARNING:** To reduce the risk of serious bodily injury, DO NOT use power tools to assemble any part of the canopy locking system (or your fan, including the blades).

**WARNING:** To reduce the risk of personal injury, use **only** parts provided with this close mount adapter. **The use of parts OTHER than those provided with this canopy locking system will void the warranty.**

Distributed by: Craftmade, 3901 South 20<sup>th</sup> Avenue, DFW Airport, TX, 75261; 1-800-486-4892

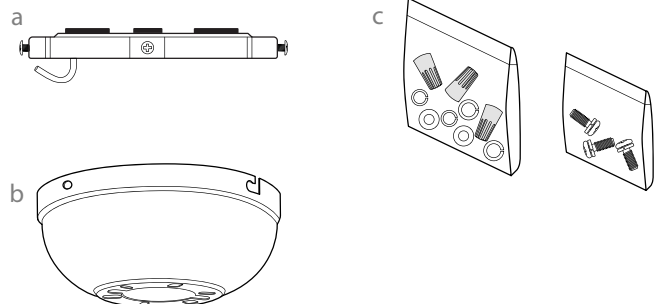
**NOTE:** The important safety precautions and instructions appearing in the manual are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense and caution are necessary factors in the installation and operation of this close mount adapter.

## 1. Parts Inventory.

a. mounting plate. 1 piece

b. canopy (pre-attached to mounting plate).  
1 piece

c. hardware packs



**! IMPORTANT REMINDER:** You must use the parts provided with this accessory for proper installation and safety. **!**

## 2. Installation Preparation.

### Installation requires these tools:

Phillips screwdriver, flat-head screwdriver, adjustable pliers or wrench, stepladder.

Turn off circuit breakers to current fixture from breaker panel and be sure operating light switch is turned to the OFF position.

**WARNING:** Failure to disconnect power supply prior to installation may result in serious injury.

Remove existing fan from outlet box (refer to fan installation manual if necessary).

**WARNING:** Be sure the existing outlet box is securely attached to the building structure and can support the full weight of the fan. Ensure outlet box is clearly marked "Suitable for Fan Support of 15.9 kg (35lb) or less" and use mounting screws provided with the outlet box as well as the two bolt screws and all washers included with the accessory. If the outlet box is not marked as stated above, it must be replaced with an approved outlet box. Failure to do so can result in serious injury.

**CAUTION:** Be sure outlet box is grounded properly and that a ground wire (**GREEN** or bare) is present.

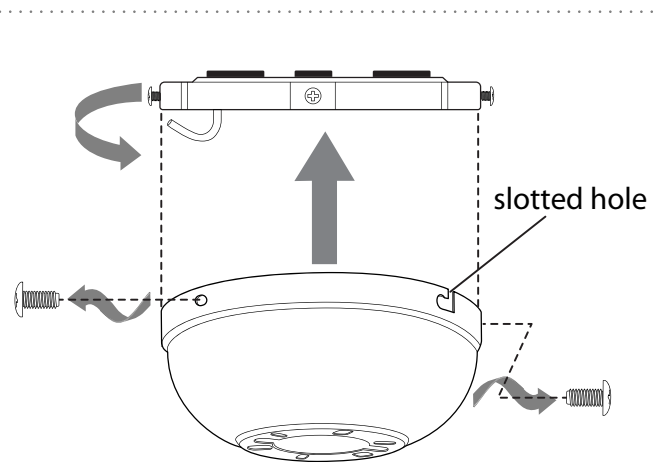
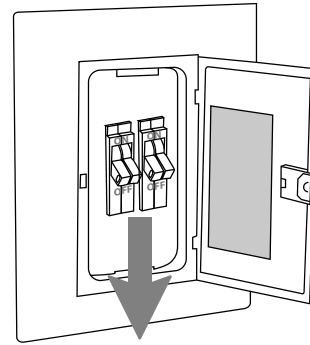


diagram 1

## 3. Close Mount Adapter Installation.

Remove the 2 screws from the canopy that are not in the slotted holes. Loosen the remaining 2 screws located in the slotted holes. Twist canopy to unlock and remove it. [Refer to **diagram 1**.]

Install mounting plate to outlet box using original screws, spring washers and flat washers provided with new or original outlet box.\* Pull electrical wiring from outlet box through center hole in the mounting plate. [Refer to **diagram 2**.]

**\*Note:** It is very important that you use the proper hardware when installing the mounting plate as this will support the fan.

**["Close Mount Adapter Installation" continued on next page.]**

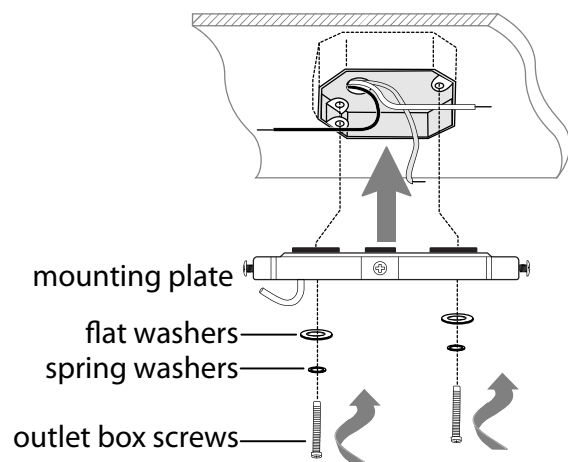


diagram 2

### 3. Close Mount Adapter Installation. (cont.)

Remove hanging ball, yoke cover, pin and clip and downrod from fan (refer to your fan assembly instructions in installation guide). [Refer to **diagram 3**.]

Locate holes on canopy. Notice that 3 holes are larger than the others.

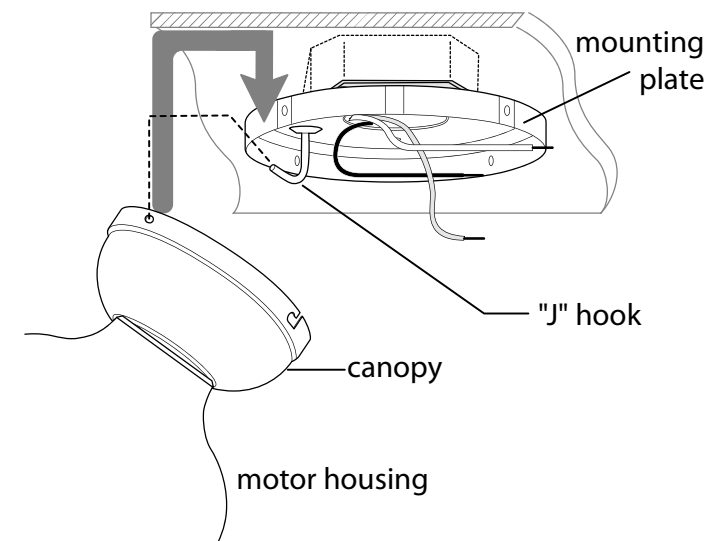
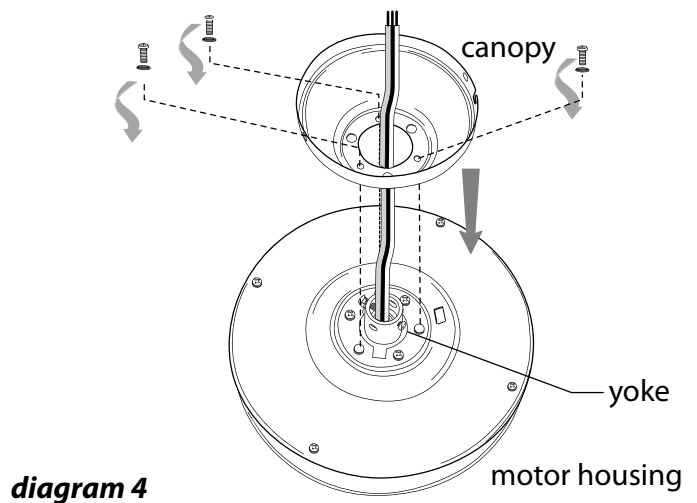
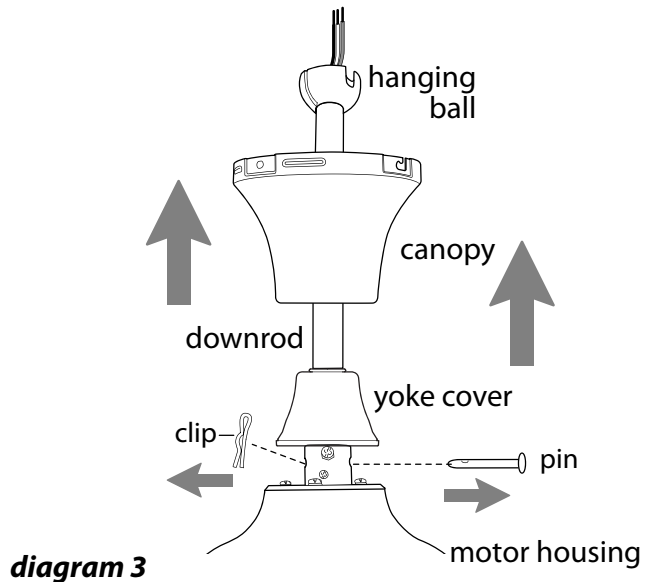
If there are only **3** screws in top of motor housing, please proceed to next paragraph. If there are **6** screws in top of motor housing, remove every other screw and lock washer.

Thread wiring through canopy. Place canopy over yoke, aligning larger holes in canopy with the 3 existing screws in top of motor housing. Insert the 3 screws and 3 lock washers that were removed (if there were only 3 screws located in top of motor housing, these screws/lock washer will be located in one of the hardware packs) into the remaining holes. Securely tighten these screws. [Refer to **diagram 4**.]

To prepare the fan for wiring, hang fan onto mounting plate by sliding the canopy over the "J" hook on the mounting plate. (Use one of the non-slotted holes on the rim of the canopy to do so.) [Refer to **diagram 5**.]

**Refer to your fan instruction guide for wiring of your fan.**

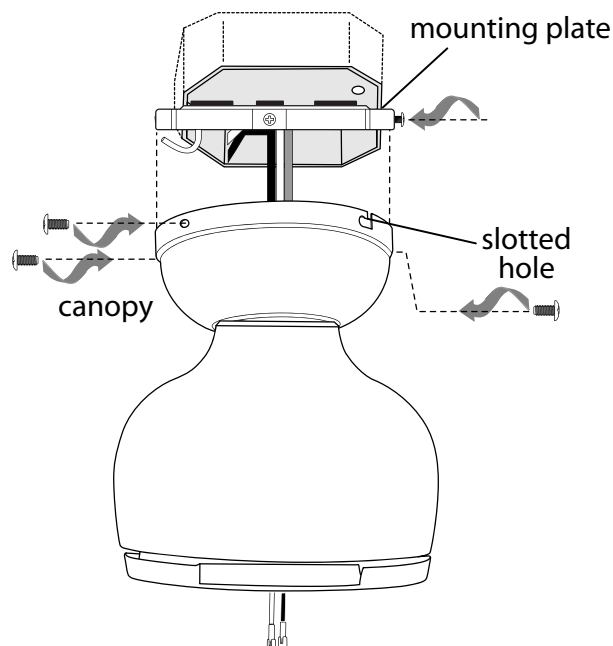
*Fan part drawings are representative only.*



## 4. Final Installation.

Lift canopy to mounting plate aligning slotted holes in canopy with loosened screws in mounting plate. Twist canopy to lock. Re-insert the other 2 screws previously removed and secure all screws with a Phillips screwdriver.

**Refer to your fan instruction guide for any additional installation instructions that may be necessary for your fan.**



## Warranty.

### CRAFTMADE LIMITED LIFETIME WARRANTY:

CRAFTMADE warrants this fan for use as intended under the following provision: CRAFTMADE will replace any fan which has faulty performance due to a defect in material or workmanship or fails to operate satisfactorily when failure results from normal use. Contact Craftmade Customer Service at **1-800-486-4892, Option 1** or via email at [customerservice@craftmade.com](mailto:customerservice@craftmade.com).

In the event a product is no longer available, CRAFTMADE will make best efforts to offer a comparable product or credit towards another CRAFTMADE fan.

The purchaser shall be responsible for all costs incurred in the removal and reinstallation.

This warranty does not apply when damage from mechanical, physical, electrical or water abuse results in causing the malfunction. Deterioration of finishes or other parts due to time or exposure to salt air is specifically exempted under this warranty. Shades and light bulbs are not covered by this warranty but will be replaced if found broken at time of purchase.

Neither CRAFTMADE nor the manufacturer will assume any liability resulting from improper installation or use of this product. In no case shall the company be liable for any consequential damages for breach of this, or any other warranty expressed or implied whatsoever. This limitation as to consequential damages shall not apply in states where prohibited.

## Parts, Replacement or Technical Assistance.

For parts, replacement, technical assistance or additional information, please have the fan model number, name or picture available and contact Craftmade in one of the following ways

Customer Support:

**1-800-486-4892, Option 1**

Technical Support:

**1-800-486-4892, Option 2**

Email:

[customerservice@craftmade.com](mailto:customerservice@craftmade.com)

[www.craftmade.com](http://www.craftmade.com)

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