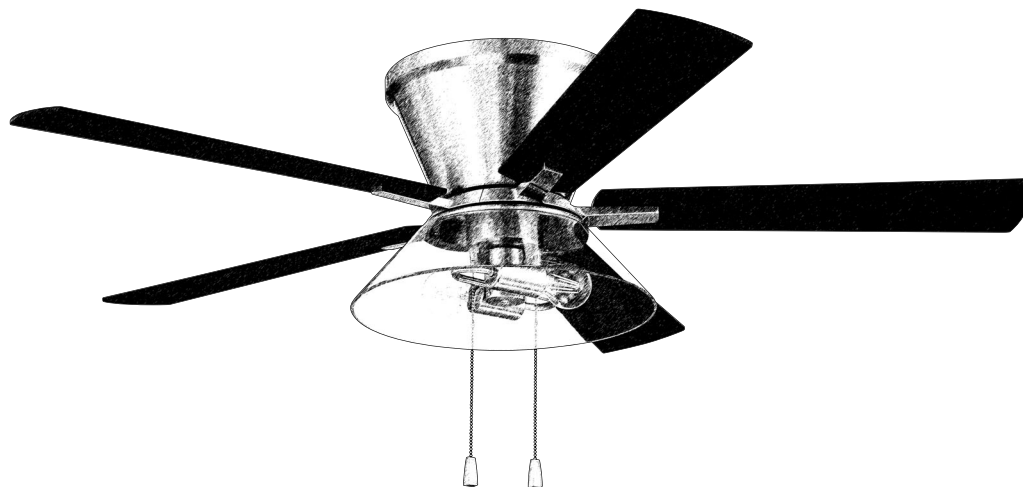


CRAFTMADE™

READ THESE INSTRUCTIONS
AND SAVE THEM FOR FUTURE USE



Insight

Installation Guide

For Model:
IST52

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Intertek
4007498

net weight of fan: 19.62 lb (8.9 kg)

PRINTED IN CHINA

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 the fan installation or before servicing the fan or installing accessories.

1. **READ ALL INSTRUCTIONS AND SAFETY INFORMATION CAREFULLY BEFORE INSTALLING YOUR FAN AND SAVE THESE INSTRUCTIONS.**

CAUTION: To avoid personal injury, the use of gloves may be necessary while handling fan 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. Make sure you have a location selected for your fan that allows clear space for the blades to rotate, and at least seven (7) feet (2.13 meters) of clearance between the floor and the fan blade tips. The fan should be mounted so that the tips of the blades are at least thirty (30) inches (76 centimeters) from walls or other upright structures.
4. The outlet box and ceiling support joist used must be securely mounted, and capable of supporting at least 35 pounds (16 kilograms). The outlet box must be supported directly by the building structure. Use only CETL or CUL (Canada) or ETL or UL (USA) that are marked "FOR FAN SUPPORT."

WARNING: To reduce the risk of fire, electrical shock, or personal injury, mount to the 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. 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.

WARNING: To reduce the risk of fire, electrical shock, or personal injury, wire connectors provided with this fan are designed to accept only one 12 gauge house wire and two lead wires from the fan. If your house wire is larger than 12 gauge or there is more than one house wire to connect to the corresponding fan lead wires, consult an electrician for the proper size wire connectors to use.

5. Electrical diagrams are for reference only.
6. After installation is complete, check that all connections are absolutely secure.
7. After making electrical connections, spliced conductors should be turned upward and pushed carefully up into the outlet box. The wires should be spread apart with the grounded conductor and the equipment-grounding conductor on opposite sides of the outlet box.

WARNING: To reduce the risk of serious bodily injury, DO NOT use power tools to assemble any part of the fan, including the blades.

WARNING: To reduce the risk of fire or electrical shock, do not use this fan with any solid state speed control device or control fan speed with a full range dimmer switch. [Using a full range dimmer switch to control fan speed will cause a loud humming noise from fan.]

8. Do not operate the reverse switch until the fan has come to a complete stop.
9. Do not insert anything between the fan blades while they are rotating.

WARNING: To reduce the risk of personal injury, do not bend the blade arms during assembly or after installation.

WARNING: To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.

10. Do not use water or detergents when cleaning the fan or fan blades. A dry dust cloth or lightly dampened cloth will be suitable for most cleaning.

WARNING: To reduce the risk of personal injury, use **only** parts provided with this fan. **The use of parts OTHER than those provided with this fan will void the warranty.**

WARNING: This fan MUST be installed with the safety cable provided with the fan. Failure to use the safety cable provided may result in personal injury, damage to the fan or damage to other property.

11. Light kit is dimmable to 10% with select dimmers.

Modifications not approved by the party responsible for compliance could void the user's authority to operate the equipment. [The equipment refers to the remote and/or wall control and/or LED light kit.]

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- * Reorient or relocate the receiving antenna.
- * Increase the separation between the equipment and receiver.
- * Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

Consult the dealer or an experienced radio/TV technician for help.

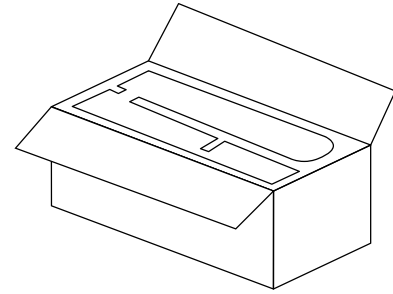
The LED light kit complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this LED light kit may not cause harmful interference, (2) this LED light kit must accept any interference received, including interference that may cause undesired operation.

Distributed by: Craftmade, 3901 S 20th 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 fan.

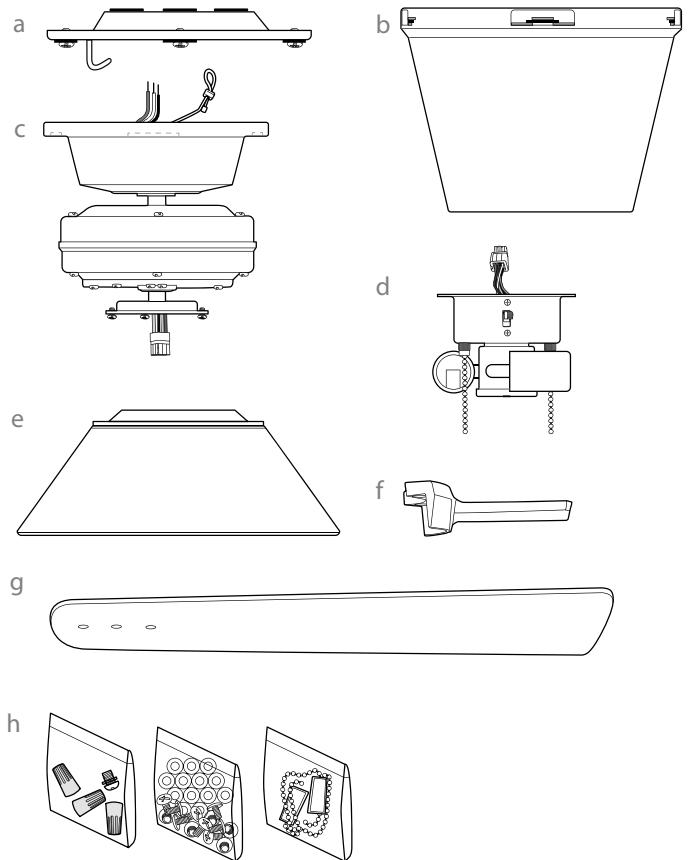
1. Unpacking Your Fan.

Carefully open the packaging. Remove items from Styrofoam inserts. Remove motor housing and place on carpet or Styrofoam to avoid damage to finish. Do not discard fan carton or Styrofoam inserts should this fan need to be returned for repairs. Check against parts inventory that all parts have been included.



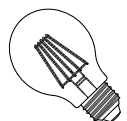
2. Parts Inventory.

- a. mounting plate. 1 piece
- b. motor housing. 1 piece
- c. motor assembly. 1 piece
- d. light kit fitter. 1 piece
- e. shade. 1 piece
- f. blade arm. 5 pieces
- g. blade. 5 pieces
- h. hardware packs



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

required bulbs:
2 x 4 watt medium base LED bulbs
(included)



3. Installation Preparation.

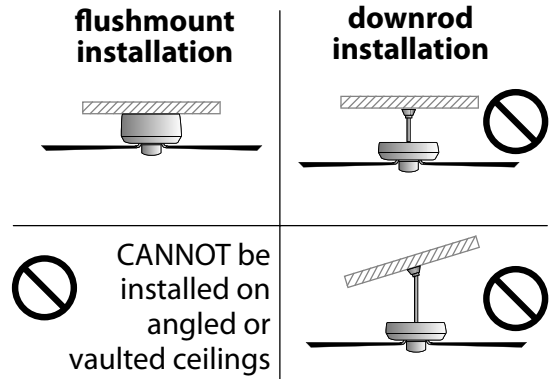
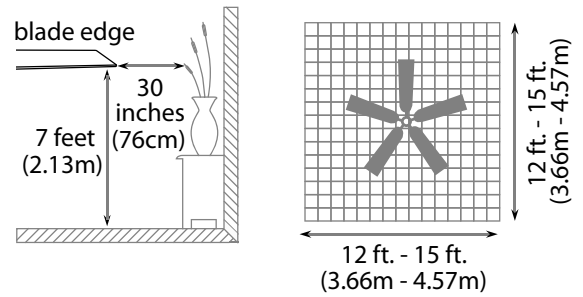
To prevent personal injury and damage, ensure that the hanging location allows the blades a clearance of 7ft. (2.13m) from the floor and 30in. (76cm) from any wall or obstruction.

This fan is suitable for room sizes up to 400 square feet (20.9 square meters).

This fan can be mounted as a **flushmount** on a regular (no-slope) ceiling *only*. **Downrod** installations are **not** available for this fan.

Installation requires these tools:

Phillips screwdriver, flat-head screwdriver, adjustable pliers or wrench, stepladder, wire cutters, and rated electrical tape.



4. Mounting Plate Installation.

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 fixture.

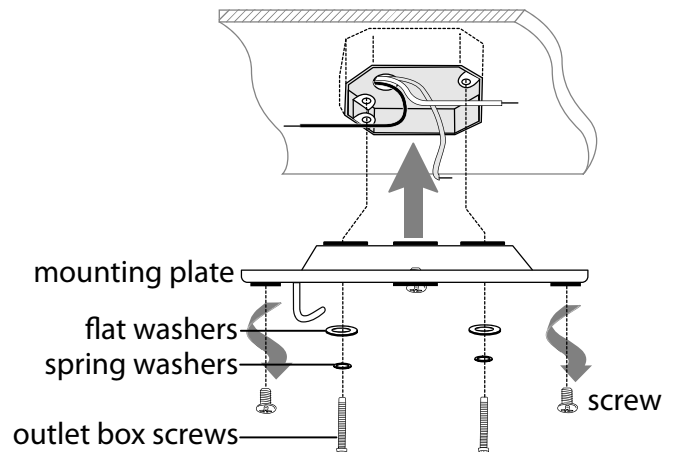
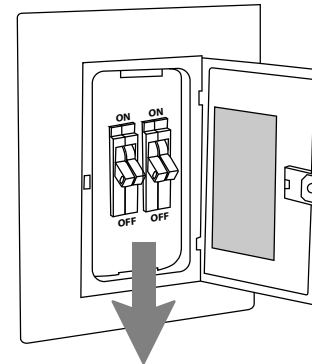
WARNING: When using an existing outlet box, be sure the outlet box is securely attached to the building structure and can support the full weight of the fan. Ensure outlet box is clearly marked "Suitable for Fan Support." If not, it must be replaced with an approved outlet box. Failure to do so can result in serious injury.

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

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.

Remove one screw on underside of mounting plate. Also, remove screw on underside of mounting plate directly opposite the screw that was just removed. Partially loosen the other 2 screws.

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

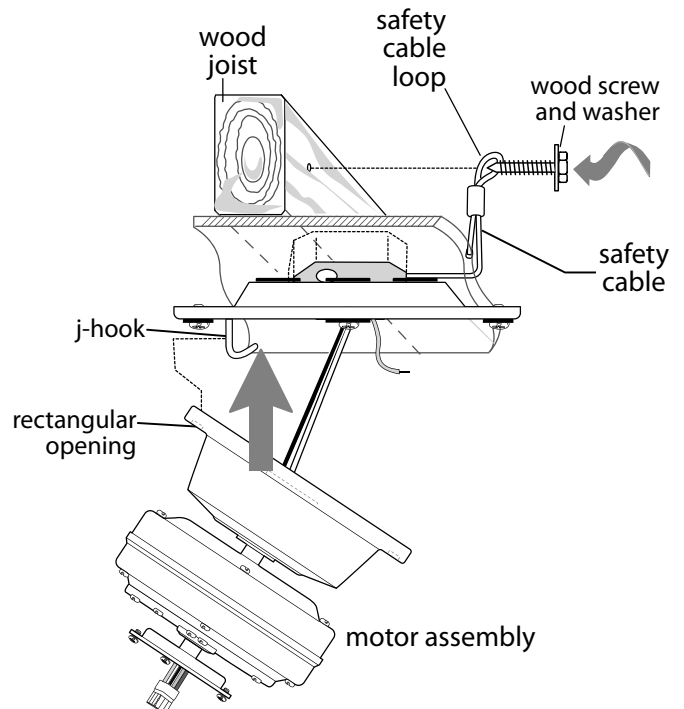


5. Preparation for Wiring.

Lift motor assembly to mounting plate and then hang motor assembly on j-hook on underside of mounting plate. (Use one of the *rectangular openings* on the topside of the motor assembly to do so.) This will allow motor assembly to hang out of the way while wiring.

Tip: Seek the help of another person to hold the stepladder in place and to lift the fan up to you once you are set on the ladder.

Find a secure attachment point (wood ceiling joist highly recommended) and secure safety cable. It will be necessary to use a heavy duty wood screw, washer and lock washer (not supplied) with the safety cable loop. If necessary, adjust the loop at the end of the safety cable. The loop at the end of the safety cable should just fit over the threads on the wood screw. *Test safety cable by pulling on loose end of cable with pliers. If the safety cable slips, the loop must be adjusted smaller.* Extra cable slack can be left in ceiling area.



6. Wiring.

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

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

Make sure all electrical connections comply with Local Codes or Ordinances and the National Electrical Code. If you are unfamiliar with electrical wiring or if the house/building wires are different colors than those referred to in the instructions below, please use a qualified electrician.

Note: Excess lead wire length from the fan can be cut to the desired length and then stripped.

When motor assembly is secured in place on the mounting plate, electrical wiring can be made as follows:

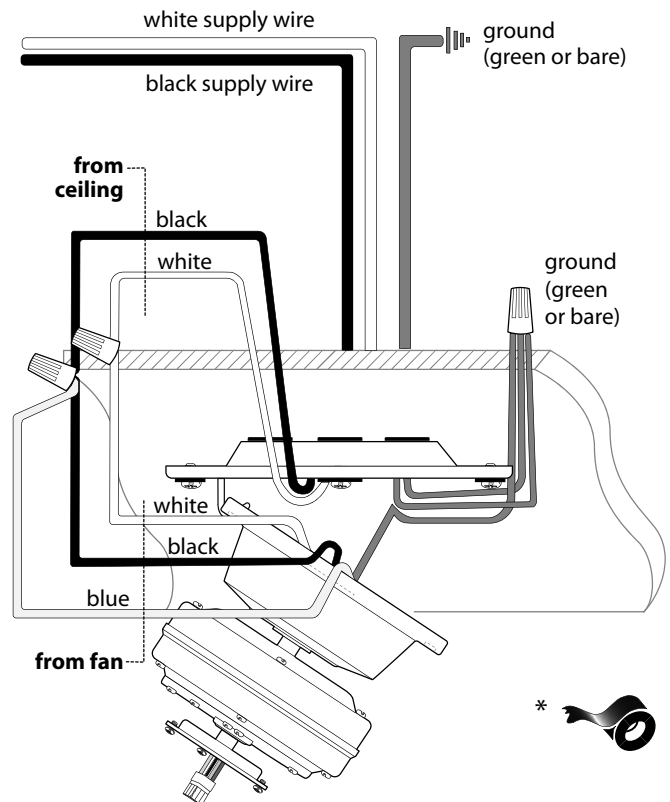
Connect **BLACK** and **BLUE** wires from fan to **BLACK** wire from ceiling with wire connector provided.

Connect **WHITE** wire from fan to **WHITE** wire from ceiling with wire connector provided.

Connect all **GROUND (GREEN)** wires together from fan to **BARE/GREEN** wire from ceiling with wire connector provided.

If you intend to control the fan light with a separate light switch, connect **BLUE** wire from fan to the **BLACK** (or **RED**) supply from the independent switch.

* Wrap each wire connector separately with electrical tape as an extra safety measure.

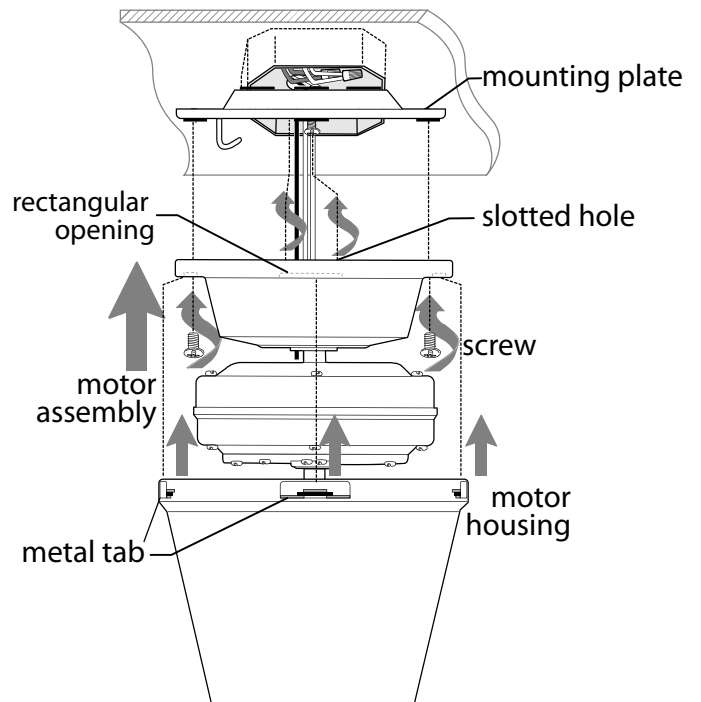


7. Fan Assembly.

Remove motor assembly from j-hook on mounting plate. Lift motor assembly to mounting plate. Align 2 slotted holes at top of motor assembly with loosened screws in mounting plate. Twist motor assembly to lock. Re-insert the 2 screws that were previously removed (page 4, Section 4) and then tighten all 4 screws to secure motor assembly.

Raise motor housing to topside of motor assembly, aligning 3 metal tabs on the inside edge of motor housing with 3 rectangular openings on edge of motor assembly. Twist motor housing to the RIGHT to lock.

WARNING: It is important that you make sure to turn the motor housing all the way to the right to ensure that the motor housing is completely secure.



8. Blade Assembly.

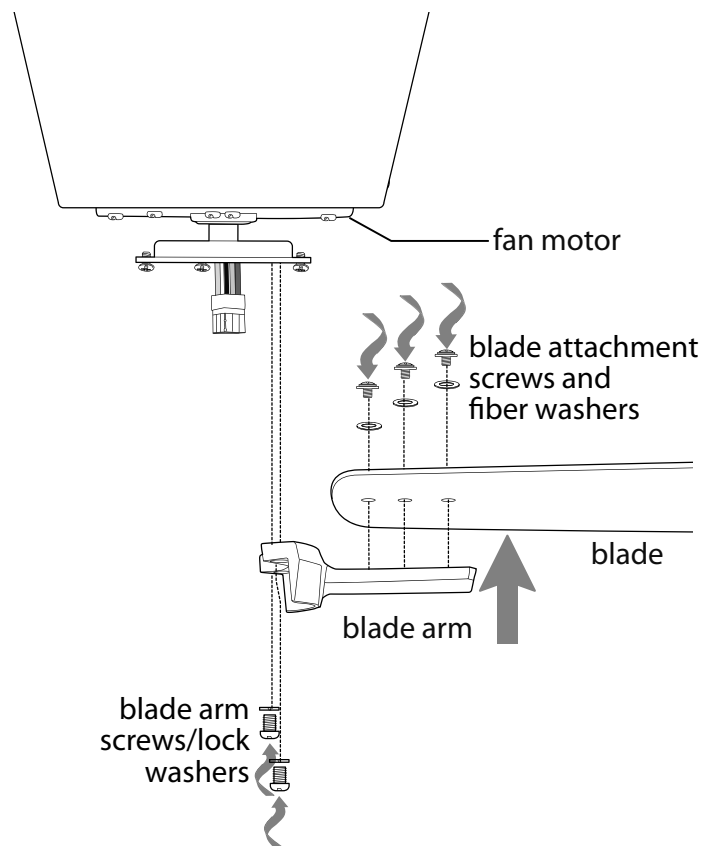
WARNING: To reduce the risk of serious bodily injury, DO NOT use power tools to assemble the blades. If screws are overtightened, blades may crack and break.

Tip: Place one fiber washer on each blade screw prior to installing blades.

Locate 15 blade attachment screws and fiber washers in one of the hardware packs. Place blade arm on *UNDERSIDE* of blade, aligning holes in blade arm with holes in blade *as shown*. Insert 3 blade attachment screws and fiber washers from *TOPSIDE* of blade with fingers first and then tighten screws securely with a Phillips screwdriver. Repeat procedure for remaining blades.

Remove blade arm screws/lock washers from fan motor and set aside. **WARNING:** Do NOT remove the 4 screws located on the outer rim of the underside of the motor assembly--doing so or any attempt at doing so will void the warranty.] Align blade arm holes with motor screw holes and attach blade arm with blade arm screws/lock washers. Before securing screws permanently, repeat this procedure with remaining blade arms. Secure all screws.

NOTE: Tighten blade arm screws twice a year.



9. Light Kit Assembly.

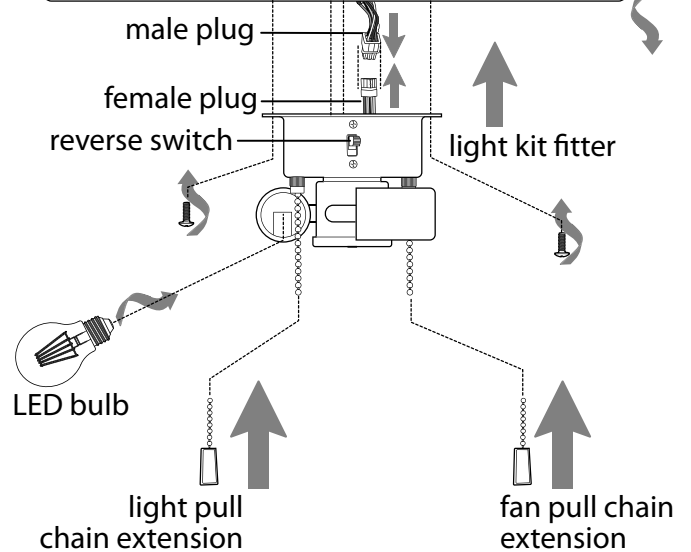
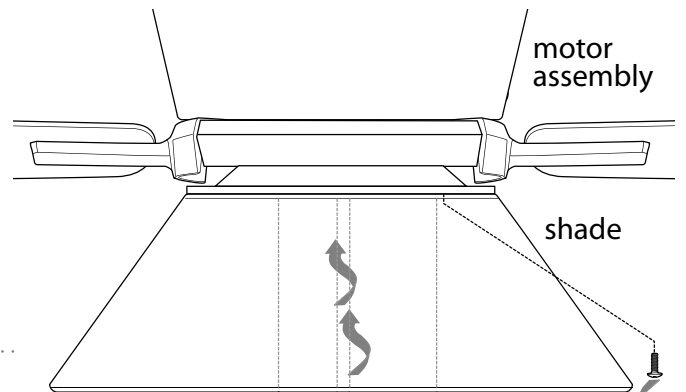
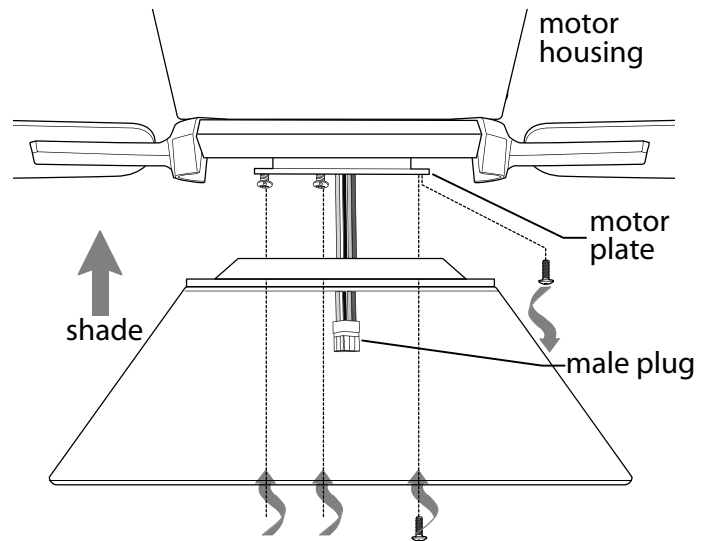
Remove 1 screw from motor plate on underside of motor assembly and partially loosen the other 2 screws. Align slotted holes in center of shade with loosened screws in motor plate, allowing male plug from motor assembly to come through hole in middle of shade. Twist shade to lock. Re-insert screw that was just removed and securely tighten all 3 screws with a Phillips screwdriver.

Remove 1 screw from the center on the underside of the shade. Also, remove screw directly opposite the screw that was just removed. Partially loosen the other 2 screws.

Connect male plug from motor assembly to female plug from light kit fitter, matching up the colors on the male plug with the colors on the female plug for correct fit. Be sure that plugs connect securely.

Carefully arrange wiring within light kit fitter. Align slotted holes in light kit fitter with loosened screws in shade. Twist light kit fitter to lock. Re-insert screws that were previously removed and tighten all 4 screws securely.



Install 2 medium base 4-watt LED bulbs (included).
IMPORTANT: When replacing bulbs, please allow bulbs to cool down before touching.



10. Testing Your Fan.

It is recommended that you test fan before finalizing installation. Restore power from circuit box and light switch (if applicable). Test fan speeds with the pull chain labeled FAN. Start at the OFF position (no blade movement). First pull will set the fan to HI. Second pull will set the fan to MEDIUM. Third pull will set the fan to LOW. Fourth pull will re-set the fan to OFF setting. Test light with pull chain labeled LIGHT. If fan and/or light do (does) not function, please refer to "Troubleshooting" section to solve any issues before contacting Customer Service.

Turn fan completely off *before* moving the reverse switch (located on the light kit fitter). Set reverse switch to recirculate air depending on the season:

-  - DOWN position in summer (**diagram 1**)
-  - UP position in winter (**diagram 2**)

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.

Important: Reverse switch must be set either completely UP or completely DOWN for fan to function. If the reverse switch is set in the middle position (**diagram 3**), fan will not operate.

Attach pull chain extensions supplied or custom pull chain extensions (sold separately) to the ends of the pull chains.

Troubleshooting.

WARNING: Failure to disconnect power supply prior to troubleshooting any wiring issues may result in serious injury.

Problem: Fan fails to operate.

Solutions:

1. Check wall switch to fan.
2. Verify that reverse switch is set completely in either direction.
3. Check that fan is wired properly.
4. Verify that male/female plugs in light kit fitter are connected properly.

Problem: Light kit not lighting.

Solutions:

1. Check wall switch to fan.
2. Check that bulbs are installed correctly.
3. Check that wires in canopy are wired properly.
4. Verify that male/female plugs in light kit fitter are connected properly.

Problem: Fan operates but light fails.

Solutions:

1. Check that bulbs are installed correctly.
2. Check to be sure wires in canopy are wired properly.
3. Verify that male/female plugs in light kit fitter are connected properly.
4. Replace defective bulbs with same type of bulb.

Problem: Fan wobbles.

Solutions:

1. Check to be sure set screw(s) on motor housing yoke is (are) tightened securely.
2. Check to be sure set screw on hanging ball is tightened securely.

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

www.craftmade.com

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**.

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.

CRAFTMADE™