CRAFTMADE™

READ THESE INSTRUCTIONS AND SAVE THEM FOR FUTURE USE

Kate

Installation Guide

For Model:
KTE52

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C ETL LISTED US
Intertek
4007498

net weight of fan: 18.81 lb (8.53 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 in Canada or ETL or UL in USA listed outlet boxes 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. Electrical diagrams are for reference only. Light kits that are not packed with the fan must be CETL or CUL in Canada or ETL or UL in USA listed and marked suitable for use with the model fan you are installing. Switches must be CETL or CUL in Canada or ETL or UL in USA general use switches. Refer to the instructions packaged with the light kits and switches for proper assembly.
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 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.] (**Note**: This fan *is* suitable for use with remote control.)

8. Do not operate the reverse switch until fan has come to a complete stop. [**Note**: If using remote control with reverse capability, reverse fan blade direction only when on LOW speed.]
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. Do not insert objects into the path of the blades.

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.

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.]

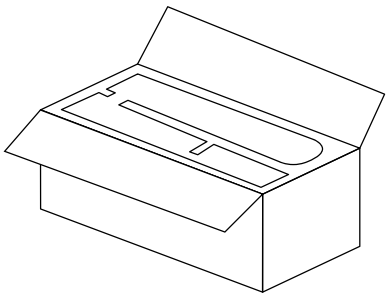
NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate 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.

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. hanging bracket. 1 piece

b. canopy. 1 piece

c. downrod and hanging ball (with pin and clip). 1 piece

d. motor housing. 1 piece

e. yoke cover. 1 piece

f. canopy cover. 1 piece

g. light kit fitter. 1 piece

h. switch housing cap. 1 piece

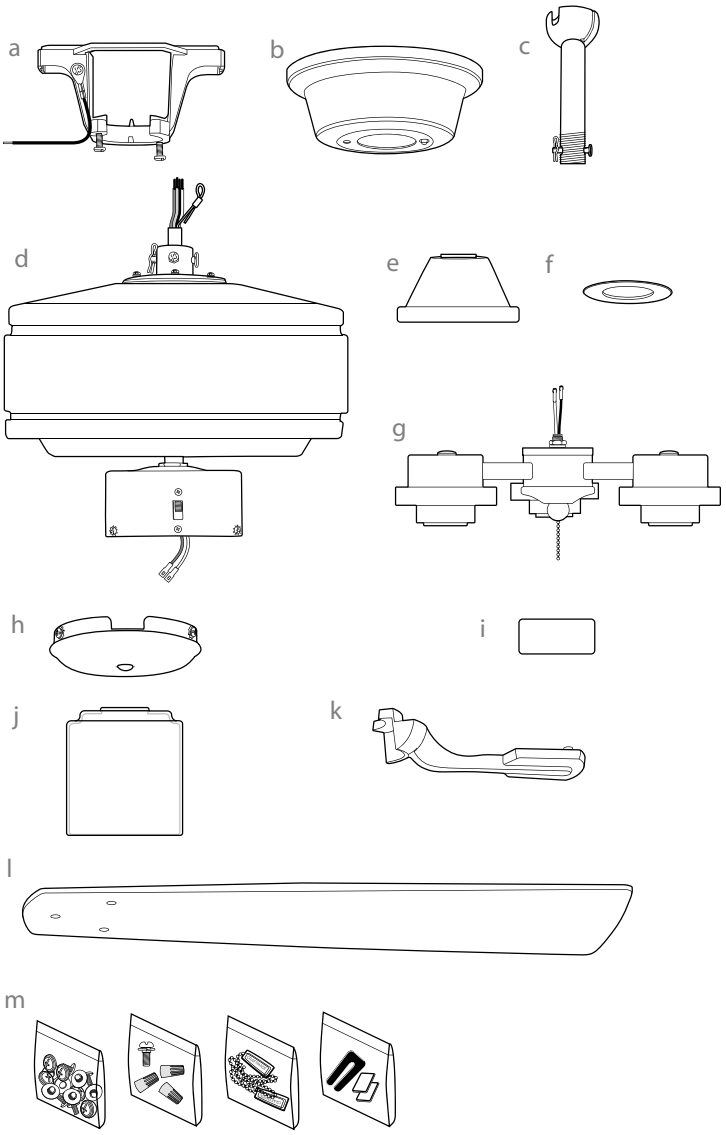
i. socket ring. (pre-attached to light kit fitter). 3 pieces

j. shade. 3 pieces

k. blade arm. 5 pieces

l. blade. 5 pieces

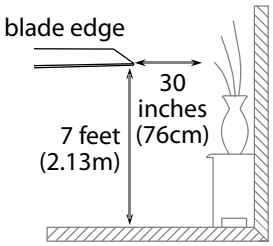
m. hardware packs

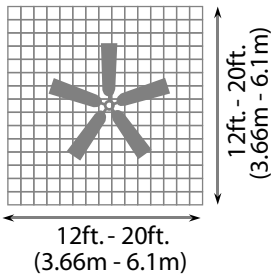


IMPORTANT REMINDER: You must use the parts provided with this fan for proper installation and safety.

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

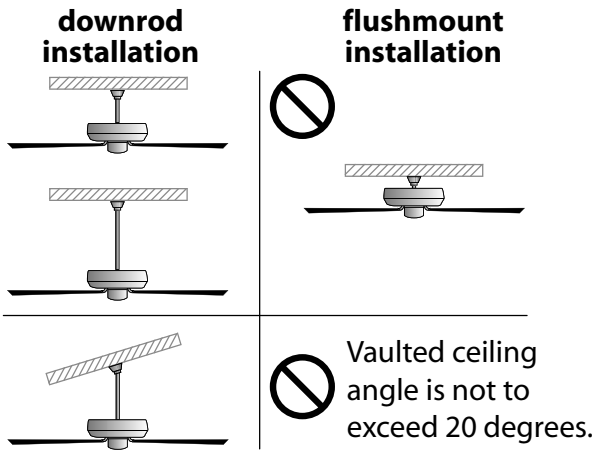
3. Installation Preparation.





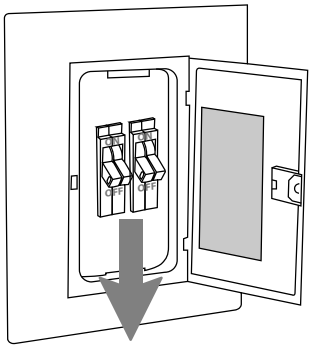
To prevent personal injury and damage, ensure that the hanging location allows the blades a clearance of 7 feet (2.13m) from the floor and 30in. (76cm) from any wall or obstruction.
This fan is suitable for room sizes up to 400 square feet (37.2 square meters).

This fan can be mounted with a **downrod** on a regular (no-slope) or vaulted ceiling. The hanging length can be extended by purchasing a longer downrod (0.5in./1.27cm diameter) than the ones provided. Other installation, such as **flushmount**, is *not* available for this fan.



Installation requires these tools:
Phillips screwdriver, flathead screwdriver, adjustable pliers or wrench, stepladder, wire cutters, and rated electrical tape.

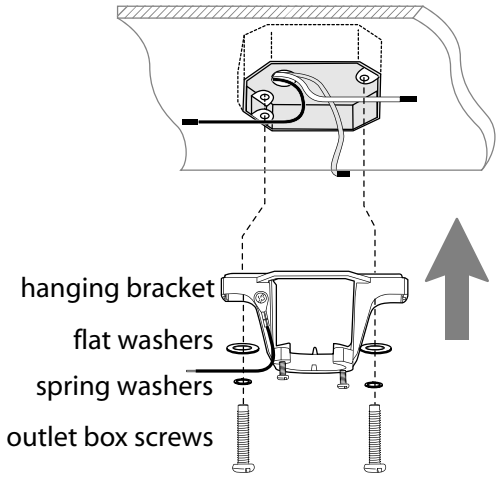
4. Hanging Bracket Installation.



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 hanging bracket to outlet box, using original screws, spring washers and flat washers provided with new or original outlet box.* If installing on a vaulted ceiling, face opening of hanging bracket towards high point of ceiling. Arrange electrical wiring around the back of the hanging bracket and away from the bracket opening.

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

5. Fan Assembly.

Remove hanging ball from downrod provided by loosening set screw on hanging ball. Remove pin and clip. Lower hanging ball and remove stop pin. Then slide hanging ball off downrod. [Refer to diagram 1.]

Loosen yoke set screws and nut at top of motor housing. [Refer to diagram 2.]

Tip: To prepare for threading electrical wires through downrod, apply a small piece of electrical tape to the ends of the electrical wires--this will keep the wires together when threading them through the downrod. [Refer to diagram 2.]

Determine the length of downrod you wish to use. Thread safety cable and electrical wires through threaded end of downrod and pull extra wire slack from the upper end of the downrod. [Refer to diagram 2.]

Thread downrod into the motor housing yoke until holes for pin and clip in downrod align with holes in yoke--make sure wires do not get twisted. Re-insert pin and clip that were previously removed. Tighten yoke set screws and nuts securely. [Refer to diagram 2.]

Slide yoke cover, canopy cover and canopy over downrod. [Refer to diagram 3.] (Note: Canopy cover must be turned with shiny side toward the motor housing.)

Thread safety cable and wires through hanging ball; then slide hanging ball over downrod--the top of the downrod should be noted as having a set screw hole; use this hole when setting the set screw. Insert stop pin into top of downrod and raise hanging ball. Be sure stop pin aligns with slots on the inside of the hanging ball. Tighten set screw securely. [Refer to diagram 4.]

WARNING: Failure to tighten set screw (on hanging ball) completely could result in the fan becoming loose and possibly falling.

["Fan Assembly" continued on next page.]

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.

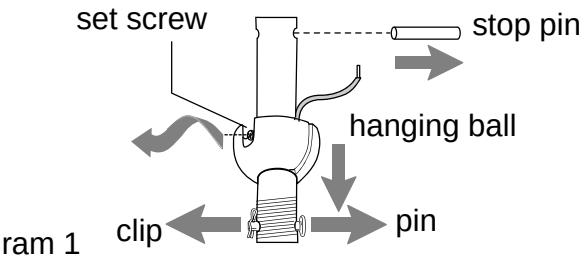


diagram 1

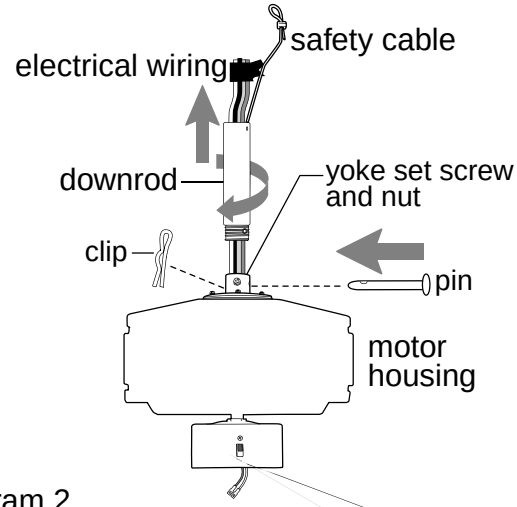


diagram 2

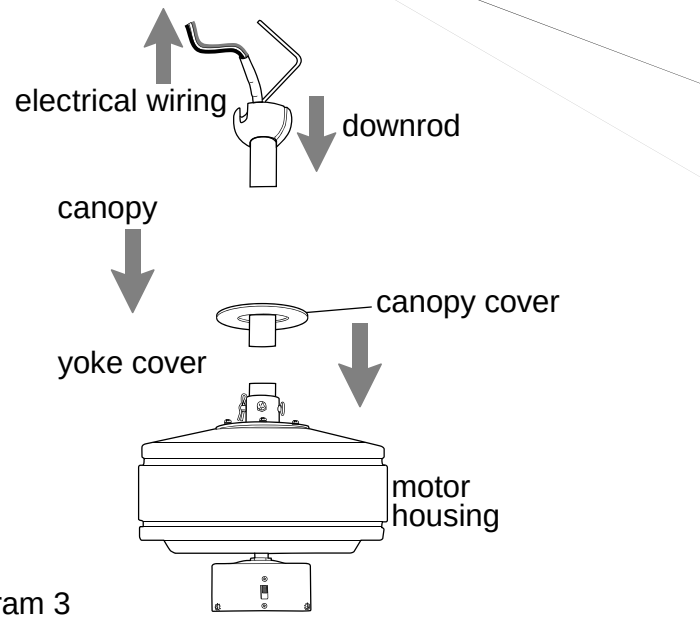


diagram 3

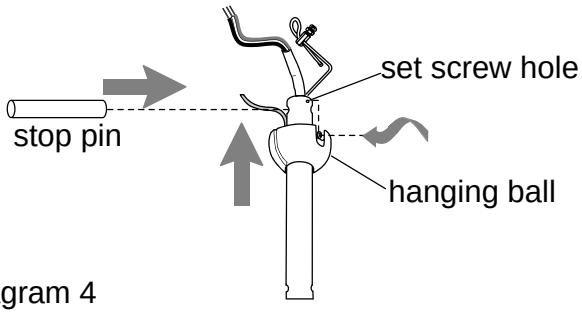
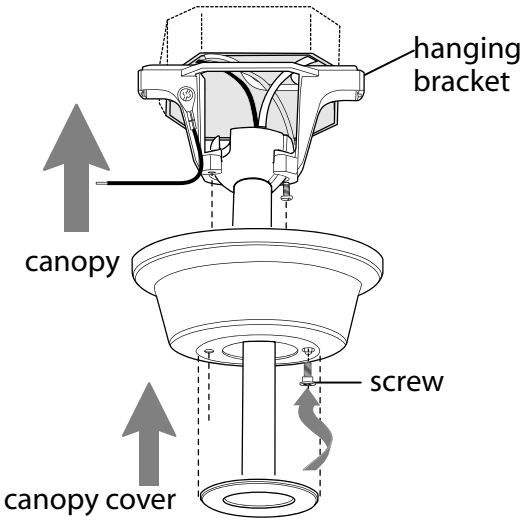


diagram 4

7. Canopy Assembly.

Locate 2 screws on underside of hanging bracket and remove screw closest to the open end of the hanging bracket. Partially loosen the other screw. Lift canopy to hanging bracket. Place rounded part of slotted hole in canopy over loosened screw in hanging bracket and push up. Twist canopy to lock. Re-insert screw that was removed and then tighten both screws securely.

Slide canopy cover up to canopy, aligning rounded part of slotted holes in canopy cover with screwheads in bottom of canopy. Turn canopy cover to the right (clockwise) until it stops.



8. Blade Assembly.

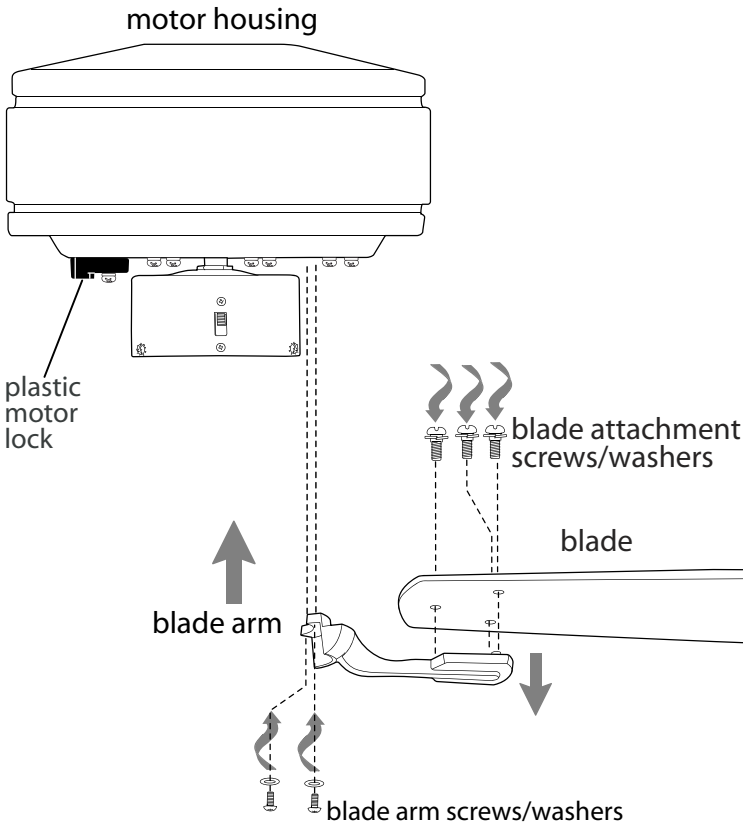
WARNING: To reduce the risk of serious bodily injury, DO NOT use power tools to assemble the blades. If overtightened, blades may crack and break.

Time Saver: Washers for blade screws can be set on each blade screw prior to installing blades.

Locate 15 blade attachment screws and washers in hardware pack. Hold blade arm up to blade and align holes. Insert 3 blade attachment screws (along with washers) with fingers first and then tighten screws securely with a Phillips screwdriver. Repeat for the remaining blades.

Remove blade arm screws/washers from underside of motor. If plastic motor locks are installed with blade arm screws, discard plastic motor locks (*save blade arm screws/washers to secure blade arms*). Align blade arm holes with motor screw holes and attach blade arm with blade arm screws/washers. Before securing screws permanently, repeat with remaining blade arms. Securely tighten all screws.

Note: Tighten blade arm screws twice a year.



9. Light Kit Assembly (Optional).

***If you wish to use your fan WITHOUT the light kit**, remove 3 screws from switch housing cap.*

Align holes in switch housing cap with holes in switch housing. *(**Note**: Gap on edge of switch housing cap must align with reverse switch in switch housing for the proper fit.)* Secure switch housing cap with 3 screws that were previously removed. Please proceed to Section 10 on the following page to complete installation without light kit. [Refer to diagram 1.]

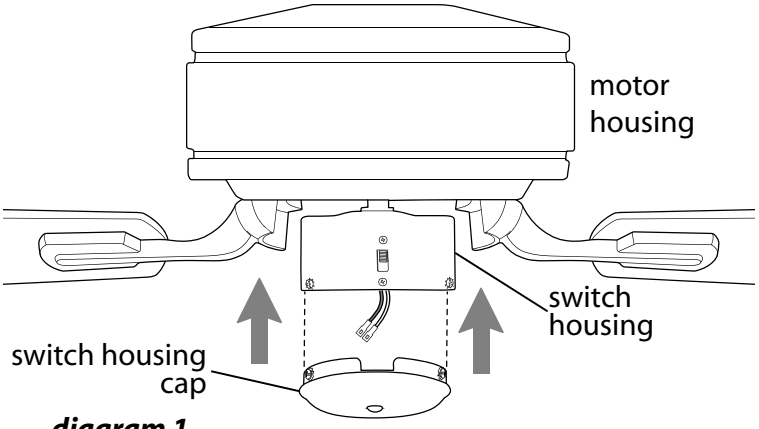


diagram 1

If you wish to use your fan WITH the light kit, locate **BLACK** (or **BLUE**) and **WHITE** wires in switch housing labeled LIGHT. Remove and discard plastic that holds these 2 wires together.

Remove 3 screws from switch housing cap. Remove hex nut and lock washer from threaded rod on light kit fitter. Punch center cap out of switch housing cap with a screwdriver. Feed wires from light kit fitter through center hole in switch housing cap, and then screw switch housing cap onto threaded rod followed by the lock washer and hex nut. Tighten hex nut over lock washer for a secure fit. [*Refer to **diagram 2**.*]

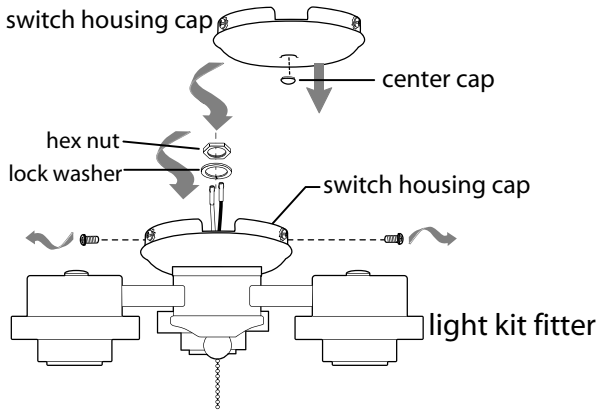


diagram 2

Connect **WHITE** wire from switch housing to **WHITE** wire from light kit fitter. Connect **BLACK** (or **BLUE**) wire from switch housing to **BLACK** wire from light kit fitter. Be sure that molex connections snap together securely.

Align holes in switch housing cap (at top of light kit fitter) with holes in switch housing. Attach light kit fitter to switch housing with 3 screws that were removed. Secure all 3 screws with Phillips screwdriver.

Remove socket rings from light kit fitter. Use socket ring to attach shade.
***WARNING**: Do NOT overtighten socket rings.*

Install 3 medium base 4 watt LED bulbs (included).
Important: When you need to replace bulbs, please allow bulb(s) and shade to cool down before touching them.
[*Refer to **diagram 3**.*]

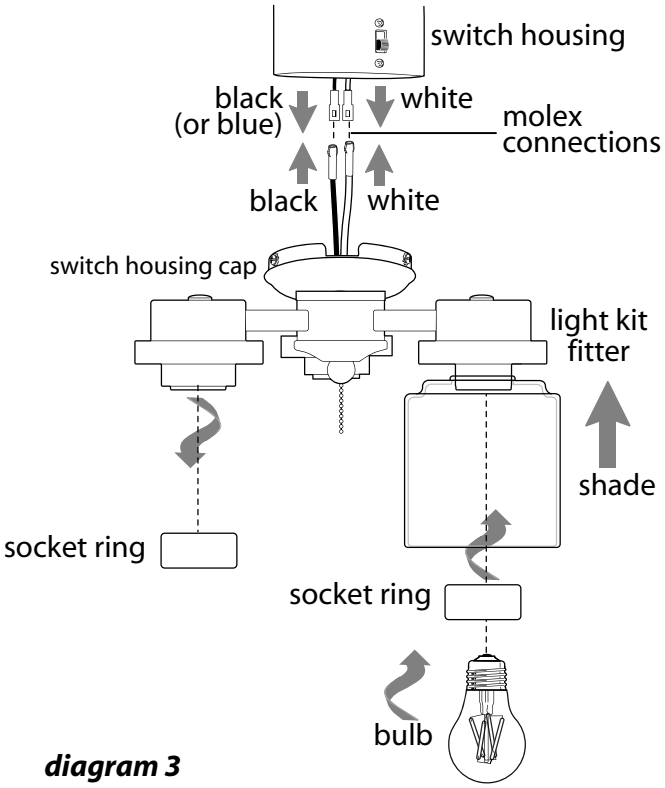


diagram 3

10. Testing Your Fan.

It is recommended that you test fan before finalizing installation. Restore power from circuit box and wall switch (if applicable). Test fan speeds with the pull chain on the switch housing. 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 lights with the pull chain in the middle. (*Refer to* ***diagram 1***.) If fan and/or lights 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. Set reverse switch to recirculate air depending on the season:

- DOWN position in summer (***diagram 2***)
- UP position in winter (***diagram 3***)

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 4***), fan will not operate.

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

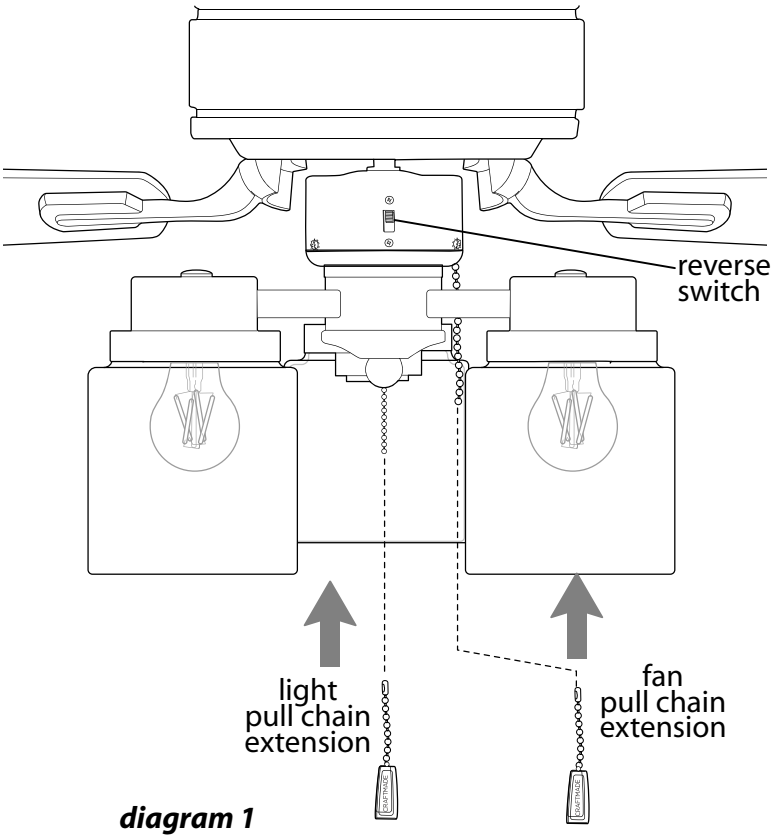


diagram 1

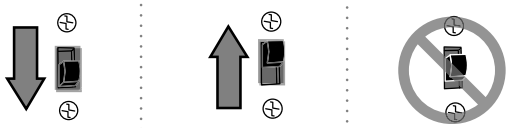


diagram 2 ***diagram 3*** ***diagram 4***

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 to be sure fan is wired properly.

Problem: Light kit (optional) not lighting.
Solutions:
1. Check wall switch to fan.
2. Check that bulbs are installed correctly.
3. Check to be sure wires in canopy are wired properly.

Problem: Fan operates but lights fail (if applicable).
Solutions:
1. Check that bulbs are installed correctly.
2. Check to be sure wires in canopy are wired properly.
3. Verify that molex connections in switch housing are connected properly.
4. Replace defective bulbs with same type of bulb.

Problem: Fan wobbles.
Solutions:
1. Use the balancing kit in one of the hardware packs. *If no blade balancing kit is provided, please call Customer Support, 1-800-486-4892, to request one.*
2. Check to be sure set screw(s) on motor housing yoke is (are) tightened securely.
3. Check to be sure set screw on hanging ball is tightened securely.

Warranty.

CRAFTMADE™ LIFETIME LIMITED WARRANTY:
CRAFTMADE warrants this fan to the original household purchaser for indoor use under the following provisions:
1-YEAR WARRANTY: CRAFTMADE will replace or repair any fan which has faulty performance due to a defect in material or workmanship. Contact Craftmade Customer Service at **1-800-486-4892** to arrange for return of fan. Return fan, shipping prepaid, to Craftmade. We will repair or ship you a replacement fan, and we will pay the return shipping cost.
5-YEAR WARRANTY: CRAFTMADE will repair or replace, at no charge to the original purchaser, any fan motor that fails to operate satisfactorily when failure results from normal use.
RETURN FAN MOTOR ONLY, shipping prepaid, to Craftmade Industries. We will repair or ship purchaser a replacement motor and Craftmade will pay the return shipping cost.
6-YEAR to LIFETIME LIMITED WARRANTY: CRAFTMADE will repair the fan, at no charge for labor only to the original purchaser, if the fan motor fails to operate satisfactorily when failure results from normal use. Parts used in the repair will be billed to the purchaser at prevailing prices at time of repair.

The purchaser shall be responsible for all costs incurred in the removal, reinstallation and shipping of the product for repairs.

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.

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.

For parts and information, please refer to
"Parts Inventory" on page 3.
Craftmade Customer Support:
1-800-486-4892
www.craftmade.com

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