



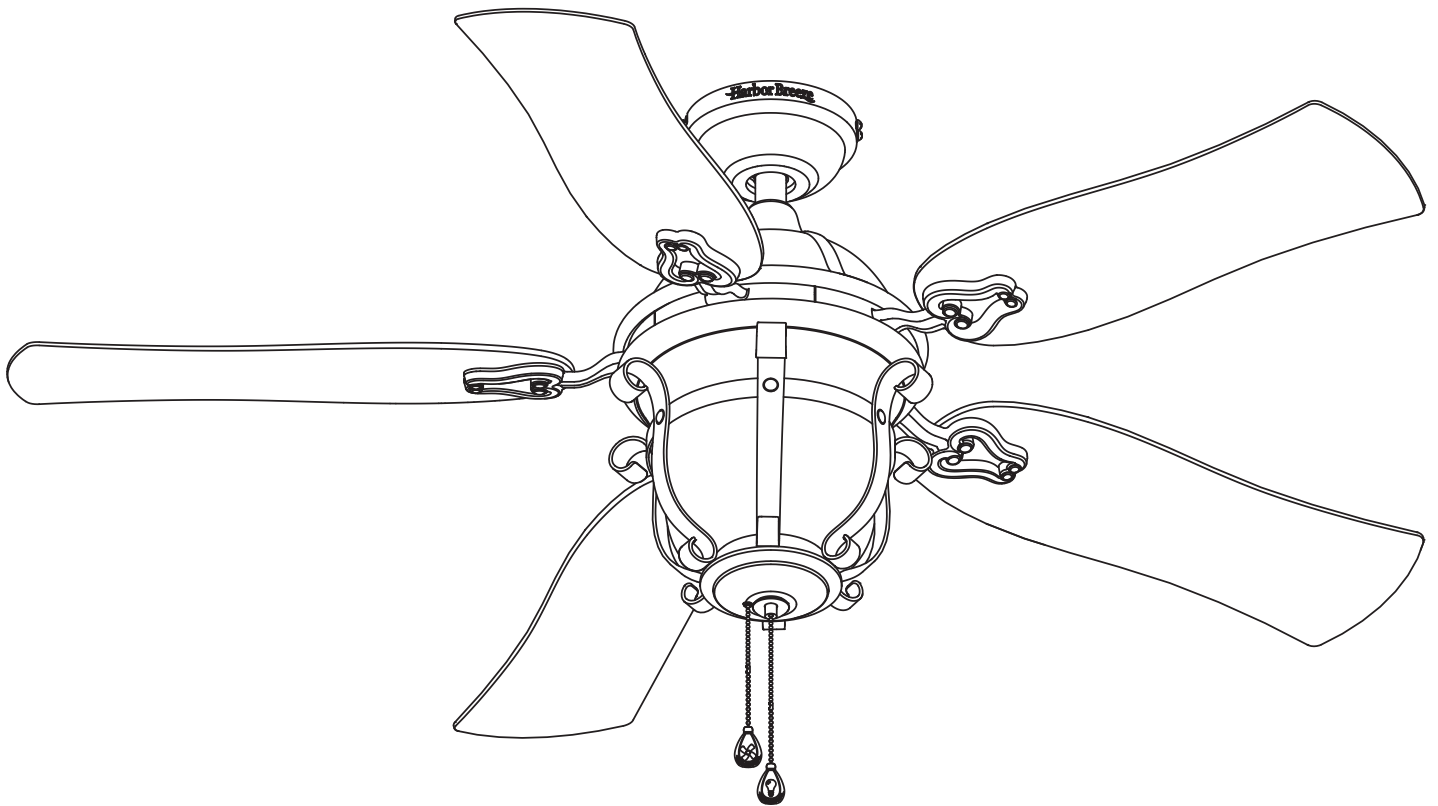
ITEM #0451824

# LAKE PLACIDO CEILING FAN

MODEL #CPK1261

Español p. 20

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### ATTACH YOUR RECEIPT HERE

Serial Number \_\_\_\_\_ Purchase Date \_\_\_\_\_



**Questions, problems, missing parts?** Before returning to your retailer, call our customer service department at 1-800-643-0067, 8 a.m. - 6 p.m., EST, Monday - Thursday, 8 a.m. - 5 p.m., EST, Friday.

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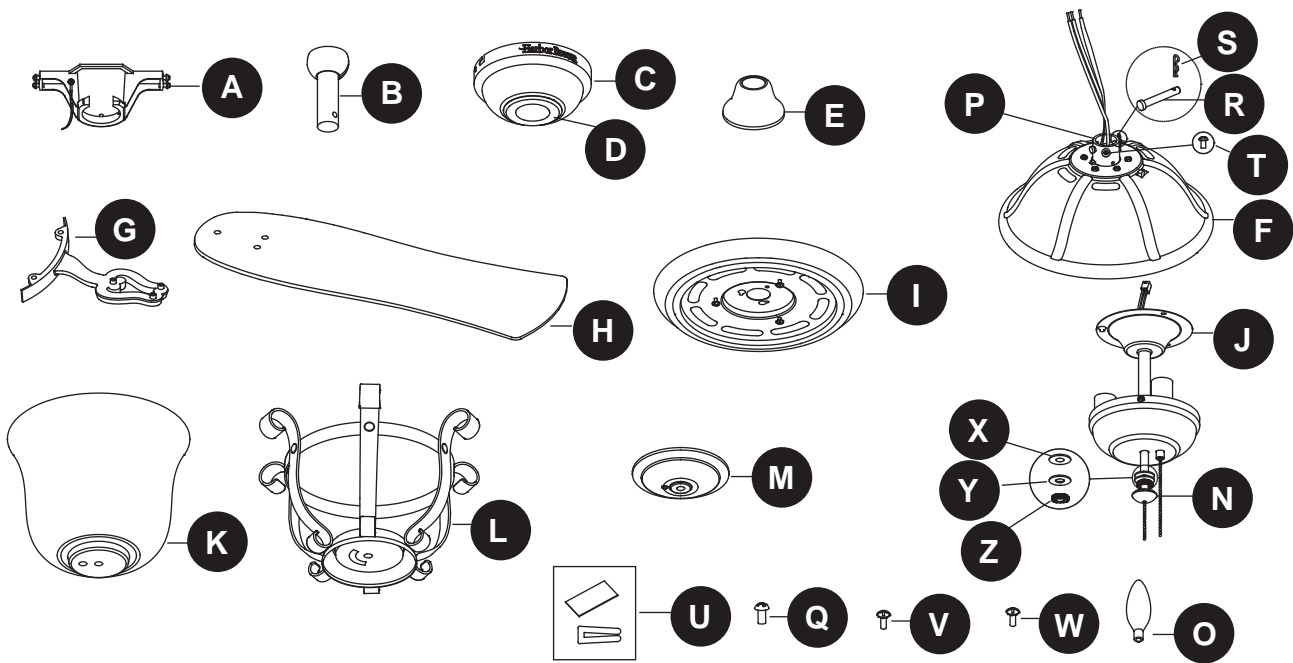


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# PACKAGE CONTENTS



PART	DESCRIPTION	QUANTITY
A	Mounting Bracket	1
B	Downrod Assembly	1
C	Canopy	1
D	Canopy Cover (preassembled on Canopy (C))	1
E	Coupling Cover	1
F	Motor Housing	1
G	Blade Iron	5
H	Blade	5
I	Switch Housing	1
J	Light Kit	1
K	Glass Bowl	1
L	Light Case	1
M	Finial Cover	1

PART	DESCRIPTION	QUANTITY
N	Finial (preassembled on Light Kit (J))	1
O	Bulb	3
P	Coupling (preassembled on Motor Housing (F))	1
Q	Mounting Bracket Screw (preassembled on Mounting Bracket (A))	4
R	Clevis Pin (preassembled on Coupling (P))	1
S	Hairpin Clip (preassembled on Coupling (P))	1
T	Coupling Screw (preassembled on Coupling (P))	2
U	Balance Kit	1
V	Mounting Screw (preassembled on Motor Housing (F))	3
W	Switch Housing Screw (preassembled on Switch Housing (I))	3
X	Silicone Washer (preassembled on Light Kit (J))	1
Y	Metal Washer (preassembled on Light Kit (J))	1
Z	Manual Nut (preassembled on Light Kit (J))	1



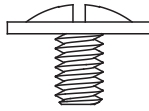
## HARDWARE CONTENTS (not shown actual size)

AA



Wire Connector  
Qty. 4

BB



Blade Screw  
Qty. 15 + 1 extra

CC



Motor Screw  
Qty. 10 + 1 extra

DD



Fob  
Qty. 2

## SAFETY INFORMATION

### READ AND SAVE THESE INSTRUCTIONS

Please read and understand this entire manual before attempting to assemble, operate or install the product.

- . All electrical connections must comply with local codes, ordinances or the National Electric Code (NEC). Contact your municipal building department to inquire about your local codes, permits and/or inspections.
- . Turn off electricity at main fuse box (or circuit breaker box) before beginning installation by removing fuse or by removing the fuse or by switching off circuit breaker.
- . Do not connect this fixture to an electrical system that does not provide a means for equipment grounding. Never use a fixture in a two-wire system that is not grounded.
- . If you are not sure your lighting system has a grounding means, do not attempt to install this fixture. Contact a qualified, licensed electrician for information regarding proper grounding methods as required by the local electrical code in your area.
- . Make sure the installation site you choose allows a minimum clearance of 7 ft. from the blades to the floor and at least 30 in. from the ends of the blades to any obstruction.
- . If a dimmer control switch is used with this fixture, obtain professional advice to determine the correct type and electrical rating required.
- . The lighting fixture must be positioned so there is at least 1.64 ft. between the bulb and any illuminated surface.
- . For supply connections, if the conductor of a fan is identified as a grounded conductor, then it should be connected to a grounded conductor power supply. If the conductor of a fan is identified as an ungrounded conductor, then it should be connected to an ungrounded conductor power supply. If the conductor of a fan is identified for equipment grounding, then it should be connected to an equipment-grounding conductor.

### **⚠ DANGER**

- . Installing a fixture into an electrical system without a proper grounding means could allow metal parts of the fixture to carry electrical currents. If any of the fixture wires, wire connections or splices are broken, cut or loose during the mounting or normal operation of the fixture, under such condition, anyone coming in contact with the fixture is subject to electrical shock, which could cause serious injury or death.
- . Connection of the bare or green fixture ground wire to the black or white house wires may allow metal parts of the fixture to carry electrical currents. Under this condition anyone coming in contact with the fixture will receive electrical shock, which could cause serious injury or death.
- . Be careful not to damage or cut the wire insulation (covering) during fixture installation. Do not permit wires to have contact with any surface having a sharp edge. Doing so may damage or cut the wire insulation, which could cause serious injury or death from electric shock.

## **⚠ WARNING**

- Risk of fire. Most dwellings built before 1985 have supply wire rated for 140°F. Consult a qualified electrician before installation.
- To reduce the risk of fire or electric shock, do not use this fan with any solid state fan speed device or variable speed control.
- To reduce the risk of personal injury, do not bend the blade brackets when installing the brackets, balancing or cleaning the fan.
- Do not insert foreign objects in between rotating fan blades.
- Do not install or use the fan if any part is damaged or missing.
- To reduce the risk of fire, electric shock or personal injury, mount to metal outlet box marked 'ACCEPTABLE FOR FAN SUPPORT OF 35 LBS OR LESS' and use mounting screws provided with the outlet box and/or support directly from building structure. Most outlet boxes commonly used for the support of luminaries are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.
- Before servicing or cleaning the unit, switch power off at the service panel and lock the service disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a prominent warning device, such as a tag, to the service panel.

## **⚠ CAUTION**

- Do not use bulbs having a wattage greater than the maximum value stated on the fixture and in this manual. Using a higher wattage bulb than specified will increase fixture temperature and increase risk of fire.

## **PREPARATION**

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Before beginning assembly of product, make sure all parts are present. Compare parts with package contents list and hardware contents list. If any part is missing or damaged, do not attempt to assemble the product.

**Estimated Assembly Time:** 45 minutes

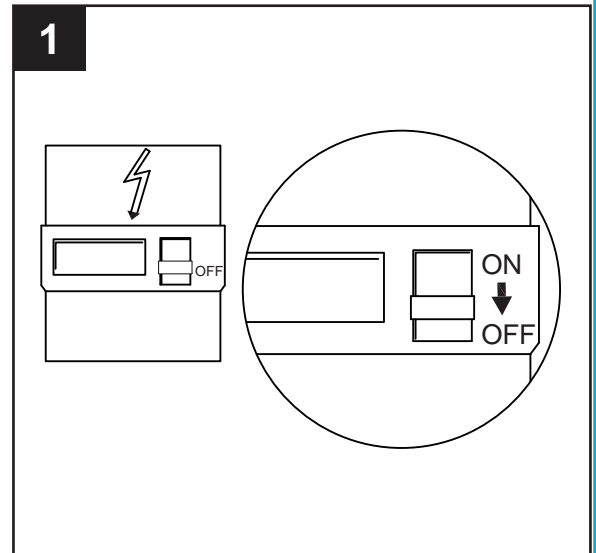
Tools Required for Assembly (not included): Philips Screwdriver, Step Ladder, Tape, Pliers and Wire Cutters.



## INITIAL INSTRUCTIONS

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

**⚠ DANGER:** Failure to disconnect power supply prior to installation may result in serious injury or death.

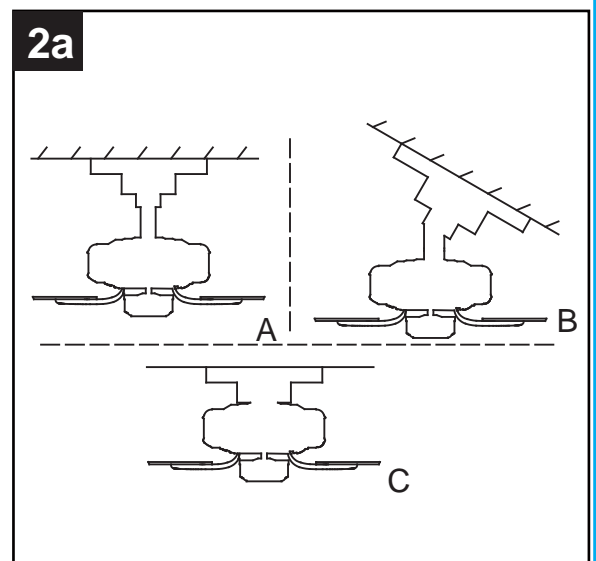


- 2a. Choose the desired mounting method:

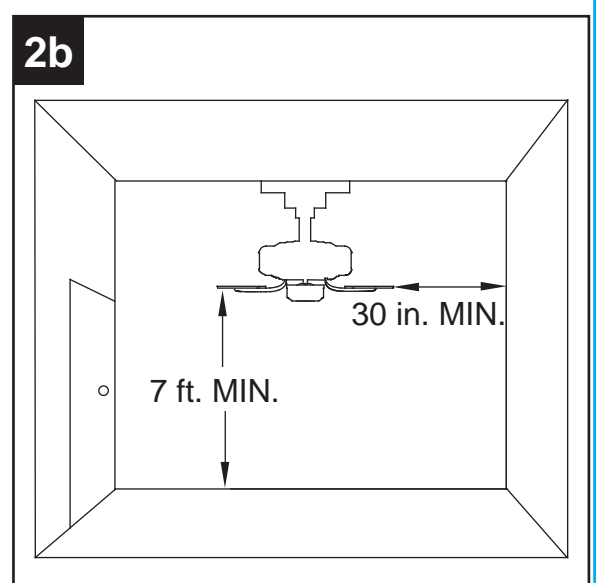
**A. Standard Mounting:** Standard mounting is best suited for ceilings 8 ft. or higher. For taller ceilings you may want to use a longer downrod (not included).

**B. Angle Mounting:** Angle-style mounting is best suited for angled or vaulted ceilings. A longer downrod is sometimes necessary to ensure proper blade clearance. If using the angle mount, make sure the ceiling angle is not steeper than 20°.

**C. Flush Mounting:** Flushmount installation is used for ceiling less than 8 feet high.



- 2b. It is required at least 30 inch from blade tip to nearest wall or obstruction. Check downrod length to ensure 7 feet from bottom edge of blade to the floor.



## INITIAL INSTRUCTIONS

3. Check existing outlet box (not included) to ensure it is securely fastened to at least two points in a structural ceiling member and can support the full weight of the fan. Once verified, install mounting bracket (A) to the outlet box using the screws and washers provided with the outlet box.

**⚠ DANGER:** A loose outlet box can cause the fan to wobble and increase the fan's potential to fall, which could result in serious injury or death.

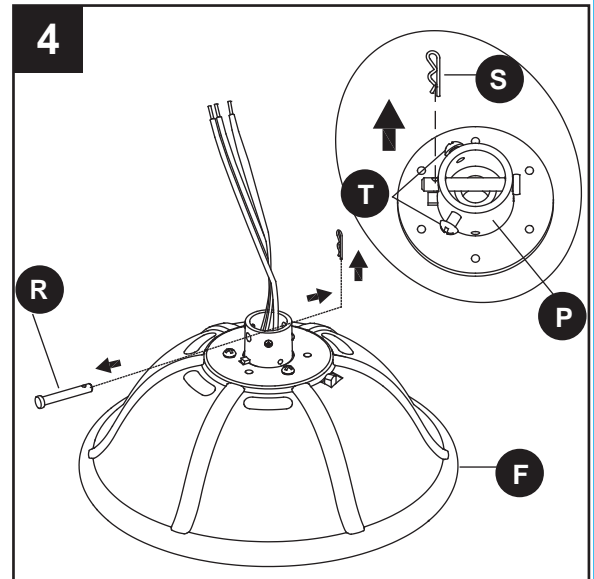
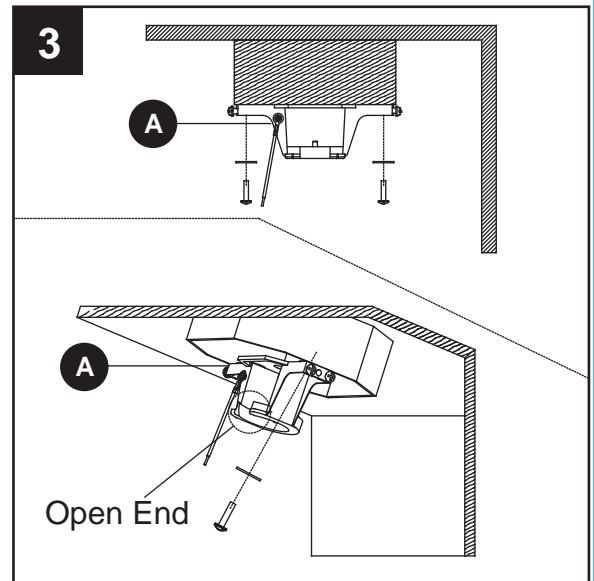
**Note:** If using the angle mount, make sure open end of mounting bracket (A) is installed facing the higher point of the ceiling.

4. Remove the hairpin clip (S) and clevis pin (R) from the coupling (P) preassembled on motor housing (F). Retain for later use.

**Note:** Make sure to keep loose hardware separate to avoid confusion during installation.

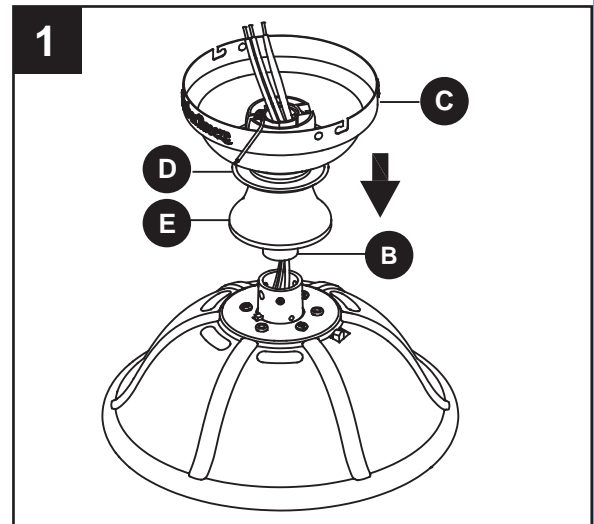
Loosen the two coupling screws (T) preassembled in coupling (P), but do not remove them.

For **STANDARD/ANGLE-MOUNTING INSTRUCTIONS**, proceed to Step 1 below. For **FLUSHMOUNT INSTRUCTIONS**, skip to page 9.



## STANDARD/ANGLE-MOUNTING INSTRUCTIONS

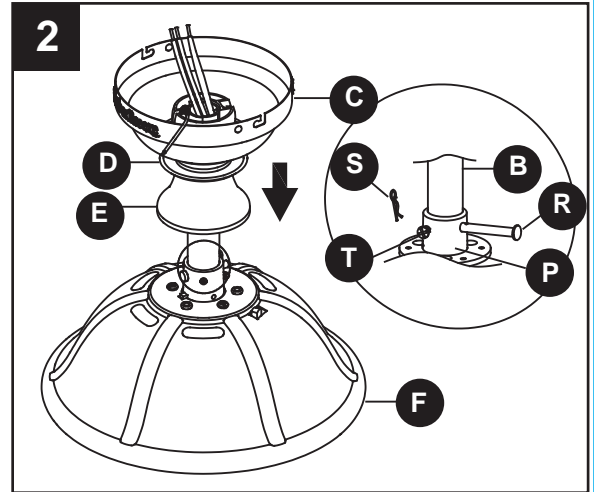
1. Place downrod assembly (B) through canopy (C), canopy cover (D) and coupling cover (E).



## STANDARD/ANGLE-MOUNTING INSTRUCTIONS

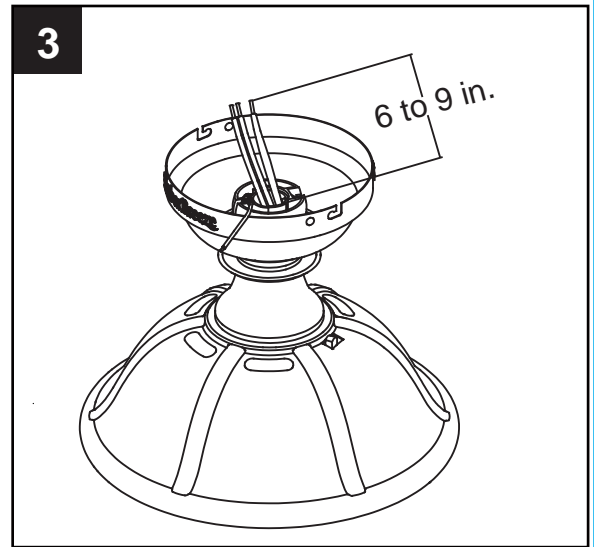
2. Feed power wires from motor housing (F) through downrod assembly (B), then insert downrod assembly (B) into the coupling (P) on motor housing (F).

Align the hole on downrod assembly (B) to hole on coupling (P), then re-install clevis pin (R). Re-attach hairpin clip (S) into clevis pin (R) until it snaps into place, then tighten the two previously loosened coupling screws (T).



3. Cut off excess fixture wires, leaving approximately 6 to 9 inches above the top of the downrod assembly (B). Strip 1/2 inch of insulation from the end of each fixture wire.

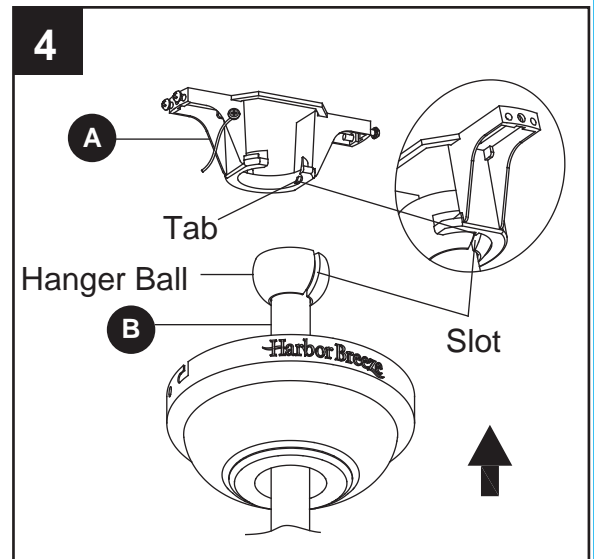
**CAUTION:** Ensure all screws are tight before moving onto the next step.



4. Carefully lift the assembly and rest the hanger ball of downrod assembly (B) on the mounting bracket (A) attached to the outlet box. Be sure the groove in the hanger ball is lined up with the tab on the mounting bracket (A). This will allow for hands-free wiring.

Proceed to **WIRING** on page 10.

**DANGER:** Be careful when aligning the tab to the slot! If not fully engaged, there is a possibility of the fan falling, which may result in serious injury or death.

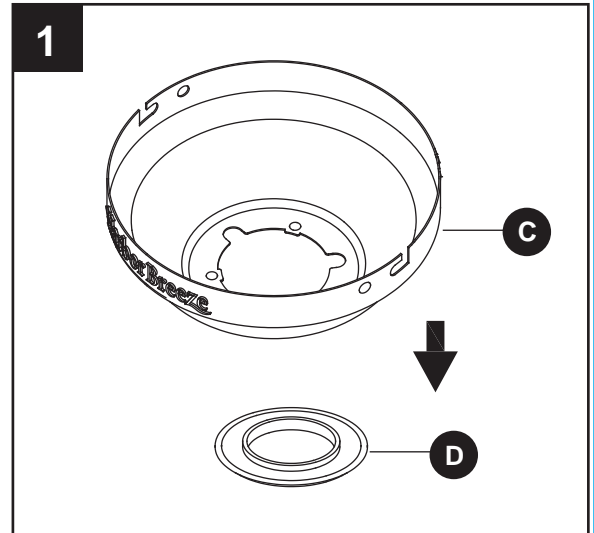




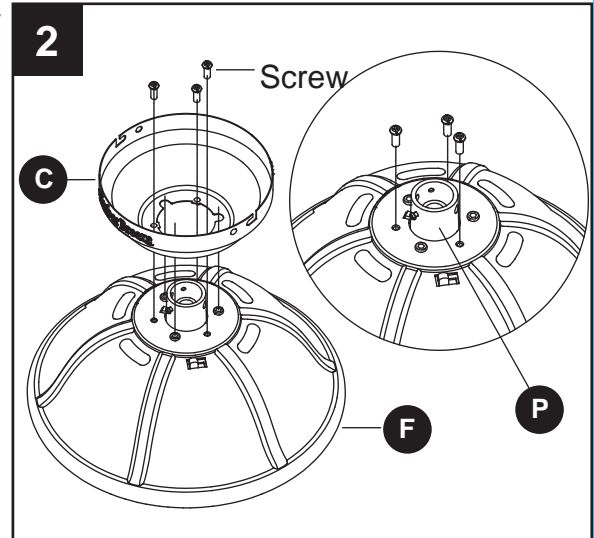
## FLUSHMOUNT INSTRUCTIONS

1. Remove canopy cover (D) by pressing out on the inner edges of the canopy cover until it releases from the canopy (C).

**Note:** Flushmount installation will not use canopy cover (D), downrod assembly (B), clevis pin (R), hairpin clip (S) or coupling screws (T).

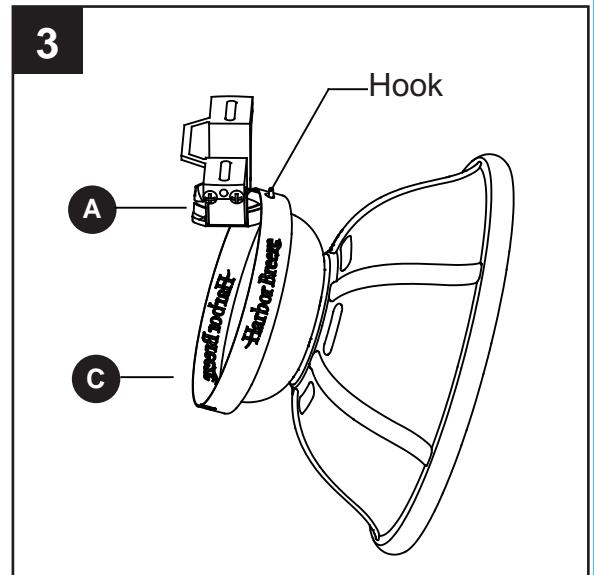


2. Remove the three cross-head screws preassembled near coupling (P) on the motor housing (F). Guide motor wires through the base of the canopy (C), then attach canopy (C) to motor housing (F) with previously removed screws. Tighten securely.



3. Raise assembly and temporarily place one side of canopy (C) onto hook of mounting bracket (A). This will allow for hands-free wiring.

Proceed to **WIRING** below.



## WIRING INSTRUCTIONS

**⚠ WARNING:** To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before hanging.

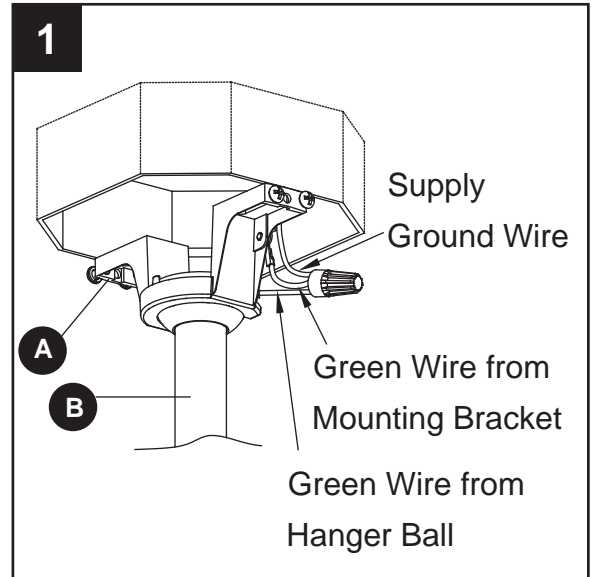
**⚠ WARNING:** If you are not sure if the outlet box is grounded, contact a licensed electrician for advice, as it must be grounded for safe operation.

**⚠ WARNING:** If house wires are different colors than referred to in the following steps, stop immediately. A professional electrician is recommended to determine proper wiring.

**⚠ WARNING:** If you feel that you do not have enough electrical wiring knowledge or experience, have your fan installed by a licensed electrician.

1. Connect the GREEN wires from the hanger ball of downrod assembly (B). And mounting bracket (A) to the supply ground (GREEN or bare color). Securely connect wires using wire connector (AA) supplied.

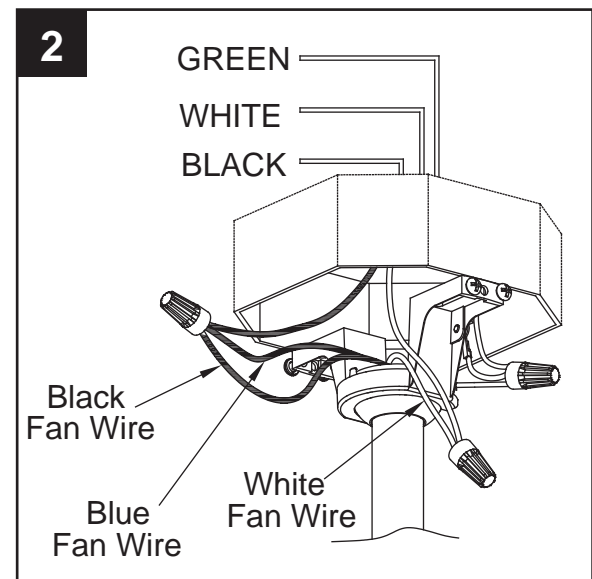
**⚠ Note:** Flushmount installation will not use the Green wire from the downrod assembly (B)



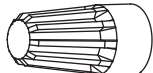
### Hardware Used

**AA** Wire Connector  x 1

2. Securely connect the fan WHITE wire to the supply WHITE wire using wire connector supplied. Securely connect the fan BLACK and BLUE wires to the supply BLACK wire using wire connector supplied.

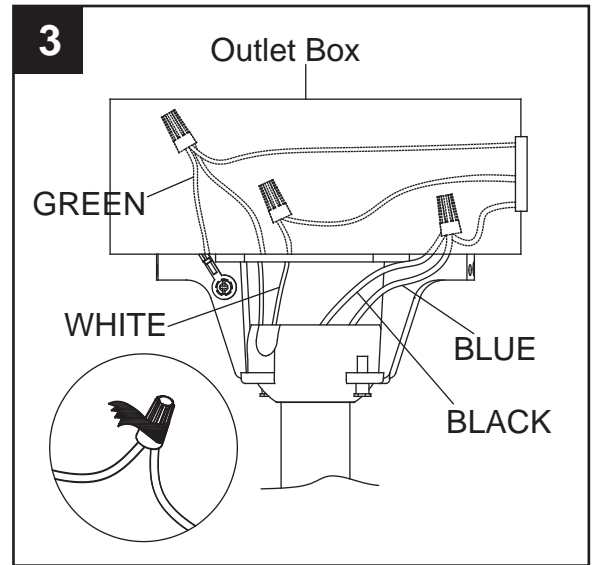


### Hardware Used

**AA** Wire Connector  x 2

## WIRING INSTRUCTIONS

3. Wrap electrical tape (not included) around each wire connector and make sure no bare wire or wire strands are visible after making connections. Then, turn wires upward and carefully push them into the outlet box; make sure the WHITE and GREEN connections are on one side and the BLACK connections are on the other side.



## FINAL INSTRUCTIONS

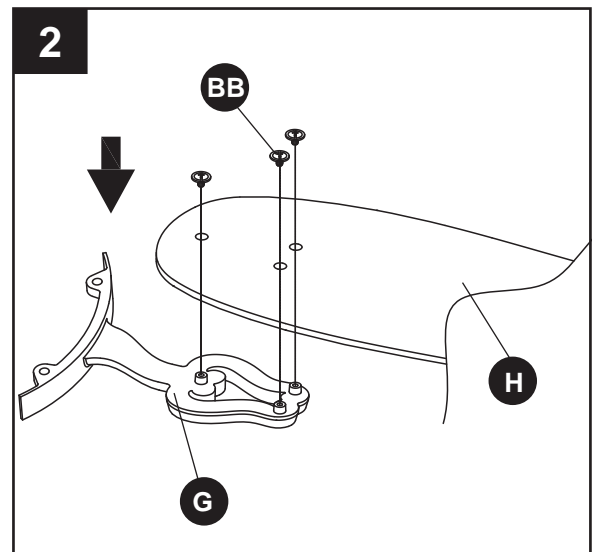
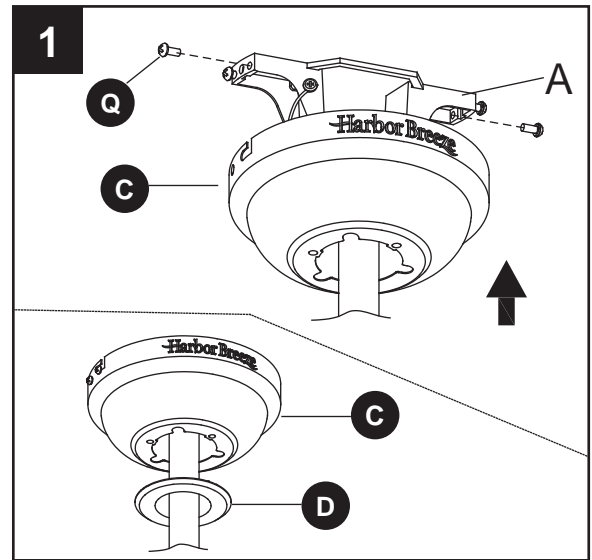
**Note:** Flushmount installation will not use the downrod assembly (B) or canopy cover (D).

1. Loosen (but do not remove) the two preassembled mounting screws (Q) on mounting bracket (A) that align with the slotted holes on canopy (C). Remove the other two mounting screws (Q).

Lift canopy (C) up so slotted holes engage loosened screw heads on mounting bracket (A), then twist canopy (C) clockwise. Re-install previously removed mounting screws, then tighten all screws securely.

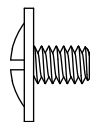
**Note:** If the canopy cover (D) is loosen during installation, please press it to the inner edge of the canopy (C).

2. Position one blade iron (G) under blade (H). Insert three blade screws (BB) through blade (H) and into blade iron (G). Tighten each blade screw (BB) evenly, starting with the center blade screw (BB). Repeat for the remaining blade assemblies.



### Hardware Used

**BB** Blade Screw



x 15



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## FINAL INSTRUCTIONS

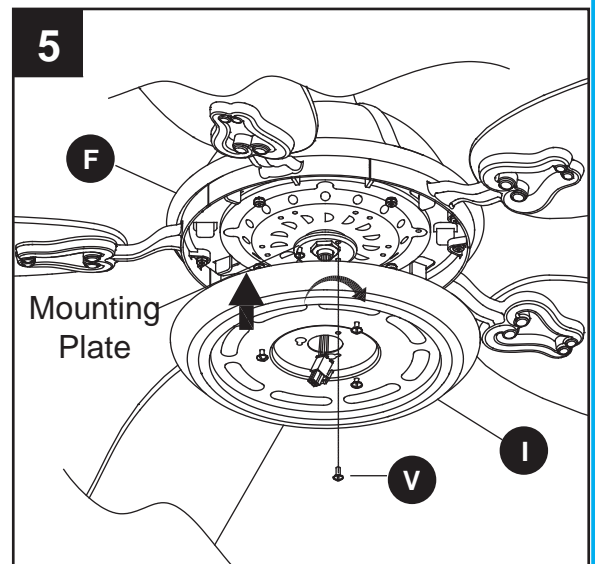
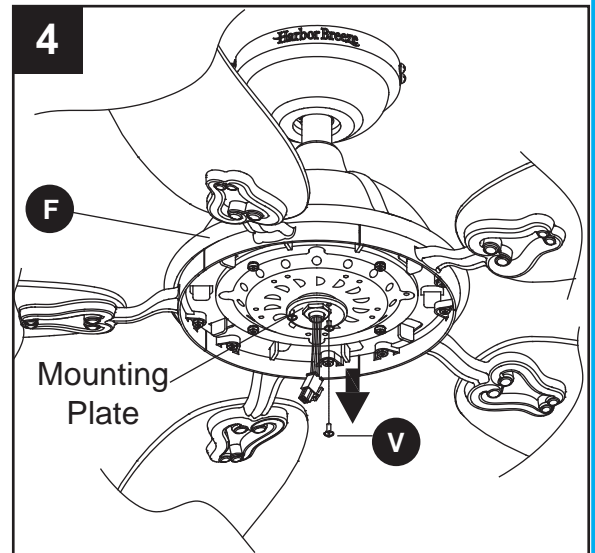
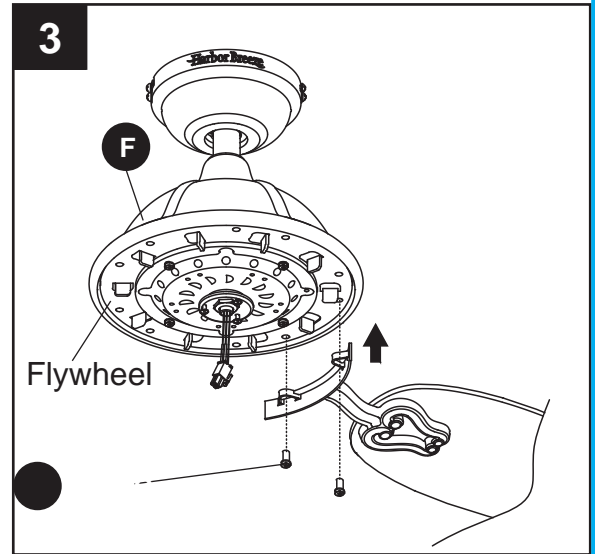
- Secure one blade/blade iron assembly to the flywheel, using the motor screws (CC) through the holes located on the side of the flywheel. Repeat the procedure for the remaining blade/blade iron assemblies.

### Hardware Used

**CC** Motor Screw  x 10

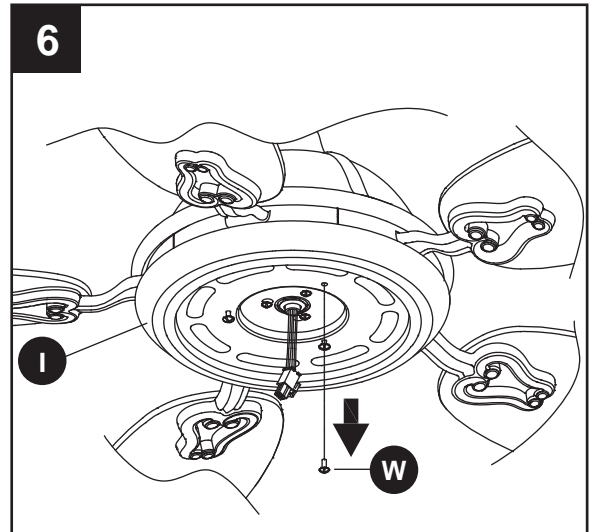
- Remove one of the mounting screws (V) on mounting plate of motor housing (F), then loosen the other two.

- Insert the wires from the motor housing (F) through the middle hole in the switch housing (I). Attach the switch housing (I) to the mounting plate on motor housing (F) by placing the keyslot holes from the switch housing (I) onto the two protruding mounting screw (V) heads. Adjust the switch housing (I) until the screw heads are aligned with the keyholes, then re-insert mounting screw (V) previously removed (step 4, page 12). Tighten all mounting screws (V) securely.

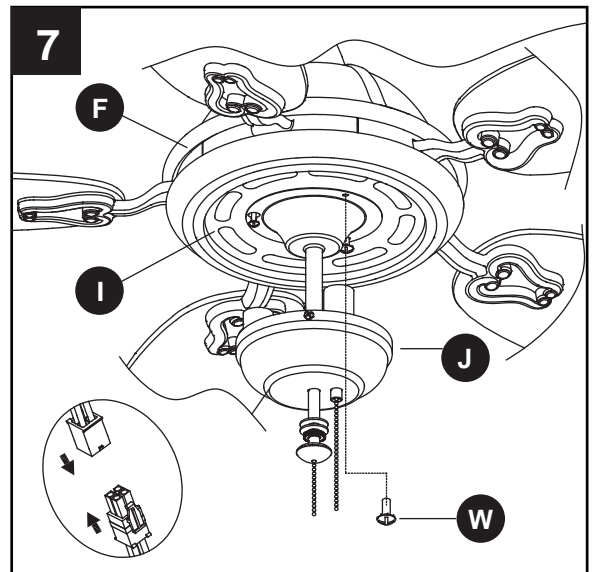


## FINAL INSTRUCTIONS

6. Remove one of the switch housing screws (W) from the switch housing (I) and loosen the other two.

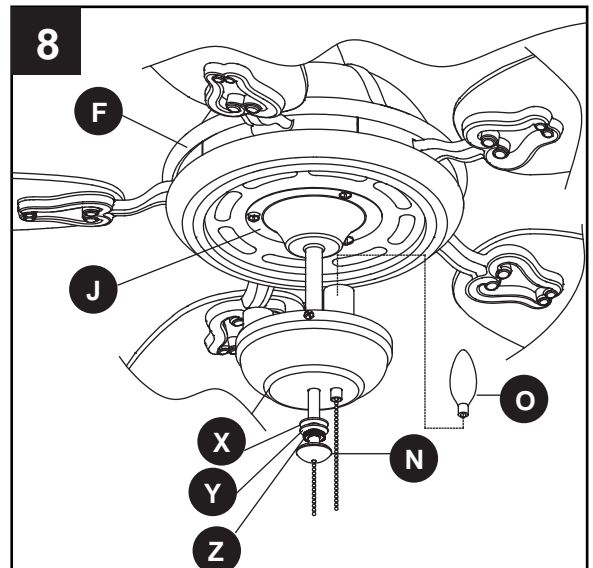


7. Attach the connector from the light kit (J) to the connector from the motor housing (F). Attach the light kit (J) to the switch housing (I) by placing the keyslot holes from the light kit (J) onto the two protruding switch housing screw (W) heads. Adjust the light kit (J) until the screw heads are aligned with the keyholes, then re-insert switch housing screw (W) previously removed (step 6, page 13). Tighten all switch housing screws (W) securely.



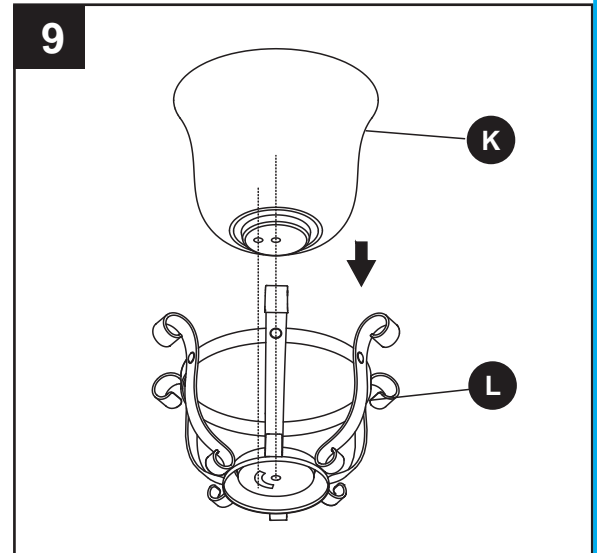
8. Install bulbs (O) into each socket on light kit (J). Then, remove the silicone washer (X), metal washer (Y), manual nut (Z) and finial (N) from the light kit (J).

**CAUTION:** If you replace the bulbs (O) with more than 190 watts, the fixture will automatically turn off. When replacing bulbs, ensure bulb wattage is below 190 watts.



## FINAL INSTRUCTIONS

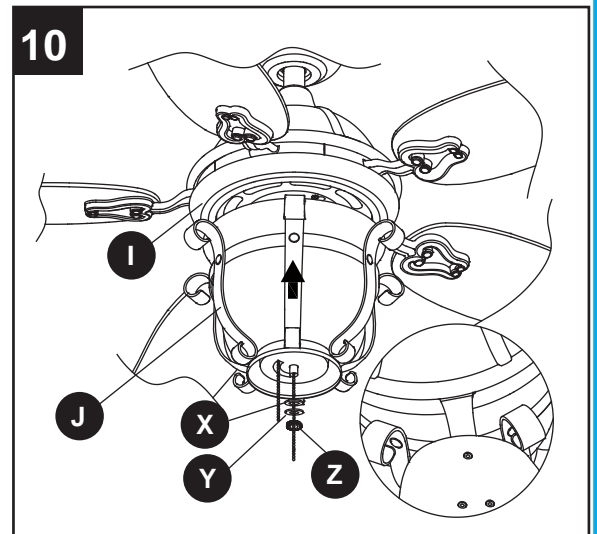
9. Install the glass bowl (K) into light case (L), aligning the holes in glass bowl (K) and light case (L).



10. Thread the fan pull chain through the slot in the side of light assembly and the light pull chain into the center hole of light assembly. Lift the light assembly through the threaded rod preassembled on light kit (J) and position it onto the switch housing (I). Secure fan assembly to light kit (J) with silicone washer (X), metal washer (Y) and manual nut (Z) previously removed (Step 8, page 13).

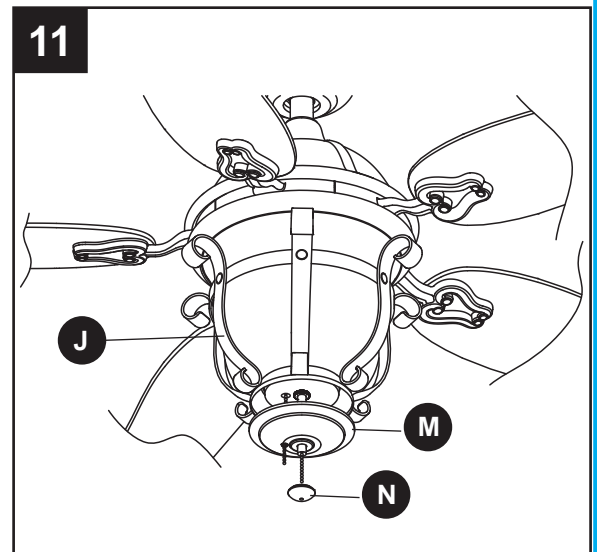
**Note:** You must align the rim of motor housing (F) with the rim of light case (L) to ensure proper assembly.

**CAUTION:** Do not overtighten manual nut (Z) as this could crack or break glass.



11. Thread the fan pull chain through the hole in the side of the finial cover (M) and the light pull chain into the center hole of finial cover (M). Lift finial cover (M) through threaded rod of light kit (J) and secure with finial (N).

**CAUTION:** Do not overtighten finial (N) as this could crack or break glass.



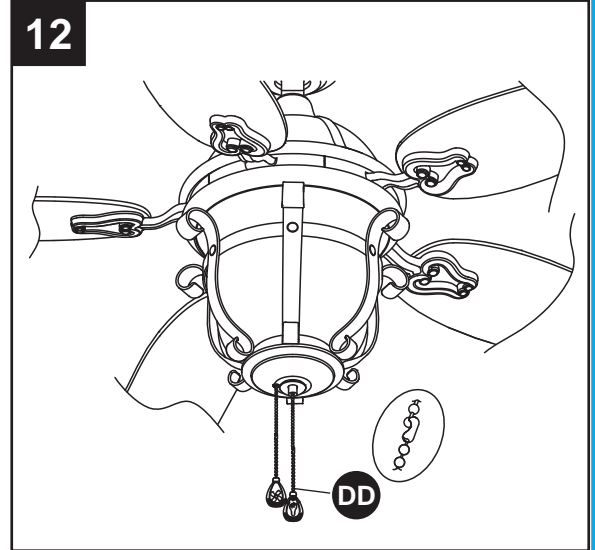


## FINAL INSTRUCTIONS

12. Assemble fobs (DD) to appropriate pull chains.

### Hardware Used

**DD** Fob  x 2



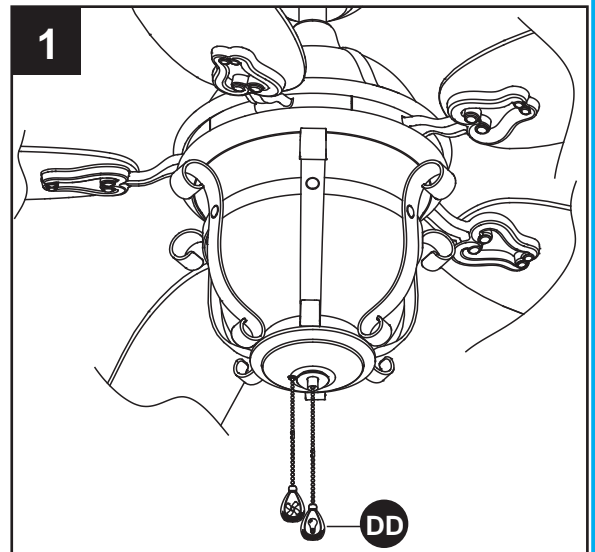
## OPERATING INSTRUCTIONS

1. The fob (DD) marked with a fan image is for motor speed control: High, Medium, Low and Off. Pull once for each position.

The fob (DD) marked with a light image controls the light either On or Off with each pull of the chain.

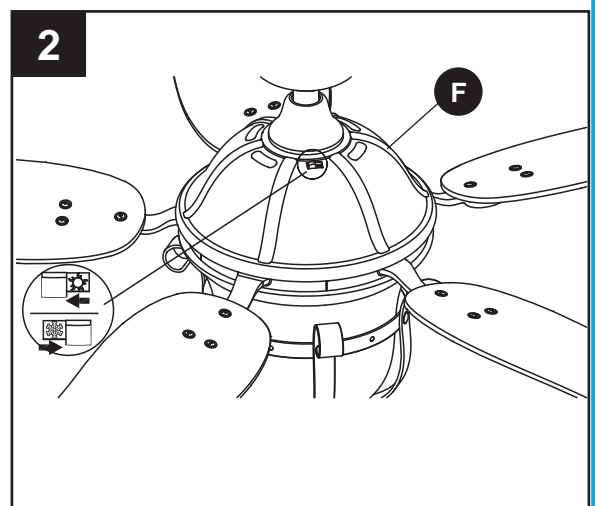
### Hardware Used

**DD** Fob  x 2



2. When the season changes, you may want to change the direction the fan spins. In warmer weather, counterclockwise rotation creates a downward air flow, which cools the air. Push the reverse switch located on motor housing (F) LEFT and see a SUN icon. In cooler weather, clockwise rotation creates an upward air flow, which moves hot air from the ceiling into room. Push the reverse switch located on motor housing (F) RIGHT and see a SNOWFLAKE icon.

**Note:** Make sure reverse switch is firmly in left or right position. Fan will not operate when switch is in the middle.



## CARE AND MAINTENANCE

- ⚠ Important: Shut off main power supply before beginning any maintenance. Do not use water or a damp cloth to clean the ceiling fan.
- At least twice each year, tighten all screws and lower canopy to check mounting plate screws.
- Clean fan housing with only a soft brush or lint-free cloth to avoid scratching the finish. Clean blades with a lint-free cloth. You may occasionally apply a light coat of furniture polish to wood blades for added protection.
- Bulb replacement: Use three (3) 40-watt max. type-B10 incandescent bulbs. CFL bulbs are not recommended for this item.

## TROUBLESHOOTING

PROBLEM	PROBABLE CAUSE	CORRECTIVE ACTION
Fan sounds noisy	<ol style="list-style-type: none"> <li>1. Set screws are loose.</li> <li>2. Using non-approved speed control.</li> <li>3. Normal noise.</li> <li>4. Wire connectors inside switch housing rattling.</li> <li>5. Cracked blade.</li> <li>6. The distance from canopy to ceiling is too great.</li> <li>7. Faulty light bulb installation.</li> <li>8. Glass is not secure.</li> </ol>	<ol style="list-style-type: none"> <li>1. Tighten all set screws.</li> <li>2. Some fan motors are sensitive to signals from solid-state variable speed controls. <b>DO NOT USE</b> a solid-state variable speed control.</li> <li>3. Allow "break-in" period of 24 hours. Most noises associated with a new fan will disappear after this period.</li> <li>4. Check to make sure wire connectors in switch housing are not rattling against each other or against the interior wall of the switch housing.</li> <li>5. Replace blades.</li> <li>6. Make sure upper canopy is a short distance from ceiling. It should not touch the ceiling.</li> <li>7. Make sure light bulb is tight in socket and does not touch on glass shade.</li> <li>8. Secure the glass.</li> </ol>
Fan wobbles	<ol style="list-style-type: none"> <li>1. Hanger bracket and/or ceiling outlet box is not securely fastened.</li> <li>2. Set screw in downrod assembly is loose.</li> <li>3. Fan hanger ball is not properly seated in canopy tabs.</li> <li>4. Set screw in motor coupling is loose.</li> <li>5. Blade is loose.</li> </ol>	<ol style="list-style-type: none"> <li>1. Tighten the hanger bracket screws to the outlet box, and/or secure outlet box.</li> <li>2. Tighten the set screw in the downrod assembly.</li> <li>3. Turn power off, support the fan very carefully, and check that the hanger ball is properly seated.</li> <li>4. Raise motor coupling up and tighten set screws securely.</li> <li>5. Check that all blades are screwed firmly into blade holders.</li> </ol>





## TROUBLESHOOTING

PROBLEM	PROBABLE CAUSE	CORRECTIVE ACTION
Fan wobbles	<p>6. Blade holders are loose.</p> <p>7. Blade out of balance.</p> <p>8. Fan too close to vaulted ceiling.</p> <p>9. Transition to different speed.</p> <p>10. Fan not securely mounted.</p>	<p>6. Check to be sure the fan blade irons seat firmly and uniformly on the surface of the motor. If flanges are seated incorrectly, loosen the flange screws and retighten.</p> <p>7. Interchange two adjacent blades; this will redistribute the weight and possibly result in smoother operation. Or, refer to the instructions inside the balance kit (U).</p> <p>8. Lower or move fan. Extension downrods may be ordered.</p> <p>9. When switching from medium to low speed, you may notice some fan wobble in the fan. When the fan stabilizes at low speed, wobble should disappear.</p> <p>10. Make sure canopy and mounting bracket are tightened securely to ceiling joist.</p>
Fan does not start	<p>1. Power turned off, fuse blown or circuit breaker tripped.</p> <p>2. Loose wire connections or wrong connections.</p> <p>3. Motor reversing switch not engaged.</p> <p>4. Pull chain switch not "on".</p>	<p>1. Turn power on, replace fuse or reset breaker.</p> <p>2a. Turn power off and loosen canopy; check all connections according to section WIRING INSTRUCTIONS on page 10.</p> <p>2b. Check the plug connection in the switch housing.</p> <p>3. Push switch firmly right or left. Fan will not operate when switch is in the middle.</p> <p>4. Pull switch chain.</p>
Light does not work	<p>1. Wrong wire connection.</p> <p>2. Bulb is burned out.</p>	<p>1a. Refer to Step 1, page 10 to ensure all wire connections were done correctly.</p> <p>2b. Replace the bulbs.</p>



## LIMITED LIFETIME WARRANTY

The manufacturer warrants this fan to be free from defects in workmanship and material present at time of shipment from the factory for life (with limitations) from the date of purchase. This warranty applies only to the original purchaser. The manufacturer agrees to correct such defect at no charge or, at our option, replace the ceiling fan with a comparable or superior model.

To obtain warranty service, present a copy of your sales receipt as proof of purchase. All cost of removal and reinstallation are the expressed responsibility of the purchaser. Any damage to the ceiling fan by accident, misuse or improper installation, or by affixing accessories not produced by this warranty, are at the purchaser's own responsibility. The manufacturer assumes no responsibility whatsoever for fan installation during the limited lifetime warranty. Any service performed by an unauthorized person will render the warranty invalid.

Due to varying climatic conditions, this warranty does not cover changes in brass finish, rusting, pitting, tarnishing, corroding or peeling. Brass finish fans maintain their beauty when protected from varying weather conditions.

Any replacement of defective parts for the ceiling fan must be reported within the first year from the date of purchase. For the balance of the warranty, call our customer service department at 1-800-643-0067 for return authorization and shipping instructions so that we may repair or replace the ceiling fan. Any fan or parts returned improperly packaged is the sole responsibility of the purchaser. There is no further expressed warranty. The manufacturer disclaims any and all implied warranties.

The duration of any implied warranty which can not be disclaimed is limited to the lifetime limited period as specified in our warranty. The manufacturer shall not be liable for incidental, consequential or special damages arising at or in connection with product use or performance except as may otherwise be accorded by law. This warranty gives you specific legal rights, and you also have other rights which vary from state to state. This warranty supersedes all prior warranties.

**NOTE:** A small amount of "wobble" is normal and should not be considered a defect.

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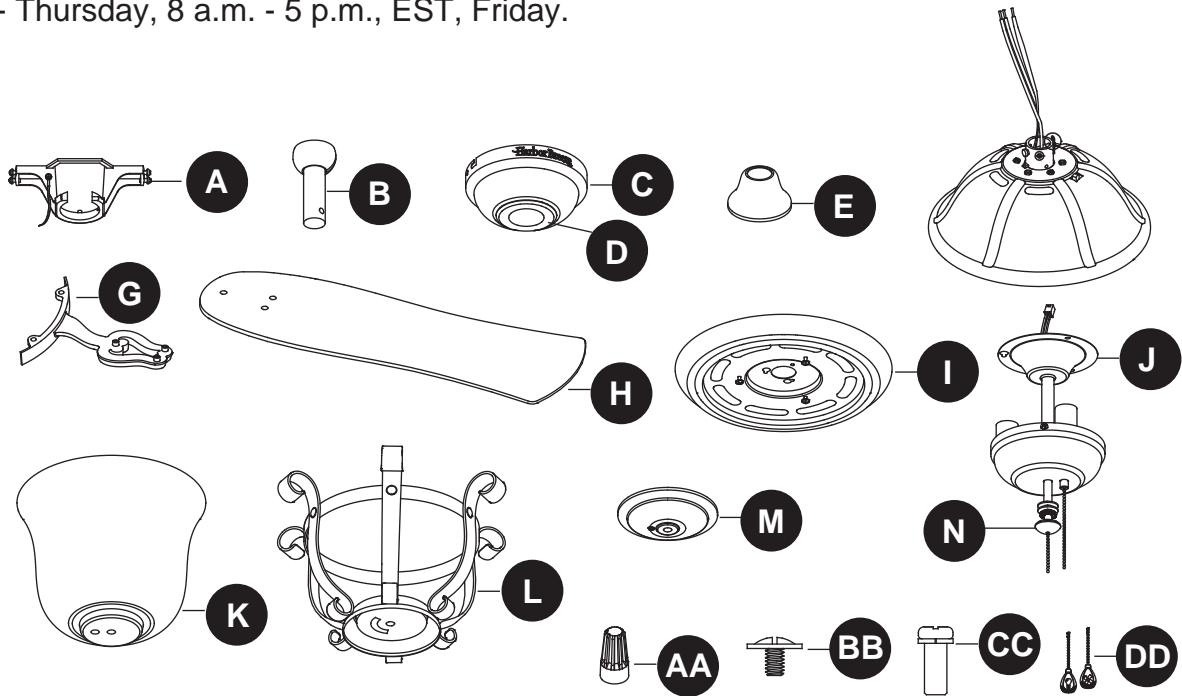
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## REPLACEMENT PARTS LIST

For replacement parts, call our customer service department at 1-800-643-0067, 8 a.m. - 6 p.m., EST, Monday - Thursday, 8 a.m. - 5 p.m., EST, Friday.



Part	Description	Part#
A	Mounting Bracket	A102-0132070
B	Downrod Assembly	A103-0156348
C	Canopy	A101-0348348
D	Canopy Cover	A108-0260348
E	Coupling Cover	A106-1262348
G	Blade Iron	A143-0251348
H	Blade	A141-0368030
I	Switch Housing	A188-0127348
J	Light Kit	A187-0297348
K	Glass Bowl	A182-0285036
L	Light Case	A183-0091348
M	Finial Cover	A183-0089348+B123-0022005
N	Finial	A186-0128348
AA	Wire Connector	B168-0389070
BB	Blade Screw	
CC	Motor Screw	
DD	Fob	

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