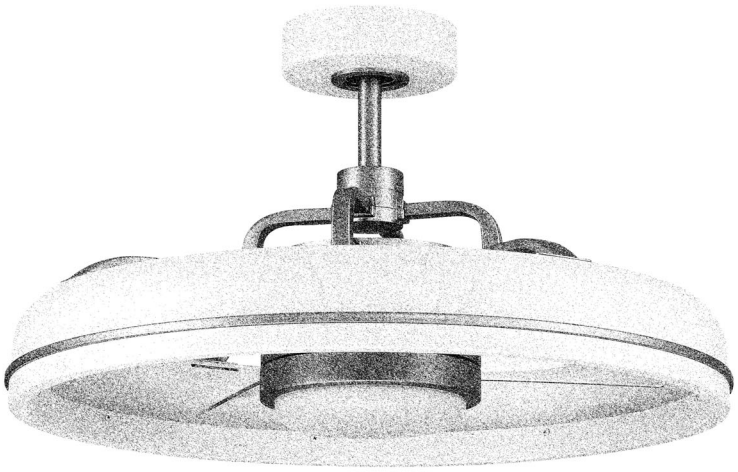
CRAFTMADE™

READ THESE INSTRUCTIONS
AND SAVE THEM FOR FUTURE USE



Taylor

Installation Guide

For Model:
TYL24-NWF

WARNING: DC Motor will not operate until blades are installed.

Remote control and receiver are pre-programmed.

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UL CERTIFIED
E192641

APPROVED FOR INDOOR USE ONLY
[Models: TYL24FBSB3, TYL24WPLN3, TYL24WSB3]

UL CERTIFIED
E192641

APPROVED FOR USE IN DAMP LOCATIONS
[Models: TYL24FB3, TYL24PN3]

net weight of fan: 18.74 lb (8.5 kg)

PRINTED IN CHINA

SAFETY TIPS.

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

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 fan installation or before servicing the fan or installing accessories.
- 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.
- 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.
- 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.]
- To reduce the risk of personal injury or damage to the fan, do not bend the blades during assembly or after installation. Do not insert objects into the path of the blades while they are rotating.
- To avoid personal injury, the use of gloves may be necessary while handling fan parts with sharp edges.
- To reduce the risk of serious bodily injury, DO NOT use power tools to assemble any part of the fan, including the blades.
- To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.
- 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.
- 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.**

CAUTION

- Do NOT tamper with or attempt to repair LED component of fixture. The light source is designed for this specific application and should not be serviced by untrained personnel. If any servicing is required, call our customer service department.
- Changes or 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.

1. 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.
2. 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.
3. 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 CUL in Canada or UL in USA listed outlet boxes marked "FOR FAN SUPPORT."
4. Electrical diagrams are for reference only.
5. After installation is complete, check that all connections are absolutely secure.
6. 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.
7. Do not operate the reverse switch until the fan has come to a complete stop. [**Note**: If using remote control with reverse capability, reverse fan blade direction only when on LOW speed.]
8. 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.
9. Light kit is dimmable to 10% with the remote control included.

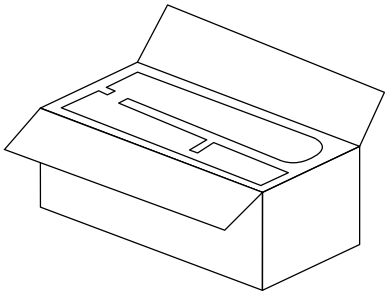
Distributed by: Craftmade, 3901 S. 20th Avenue, DFW Airport, TX, 75261; 800-486-4892

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. hanging bracket. 1 piece

b. downrod and hanging ball. 1 piece

c. canopy. 1 piece

d. motor assembly. 1 piece

e. yoke cover. 1 piece

f. remote control receiver. 1 piece

g. remote control. 1 piece

h. LED light kit. 1 piece

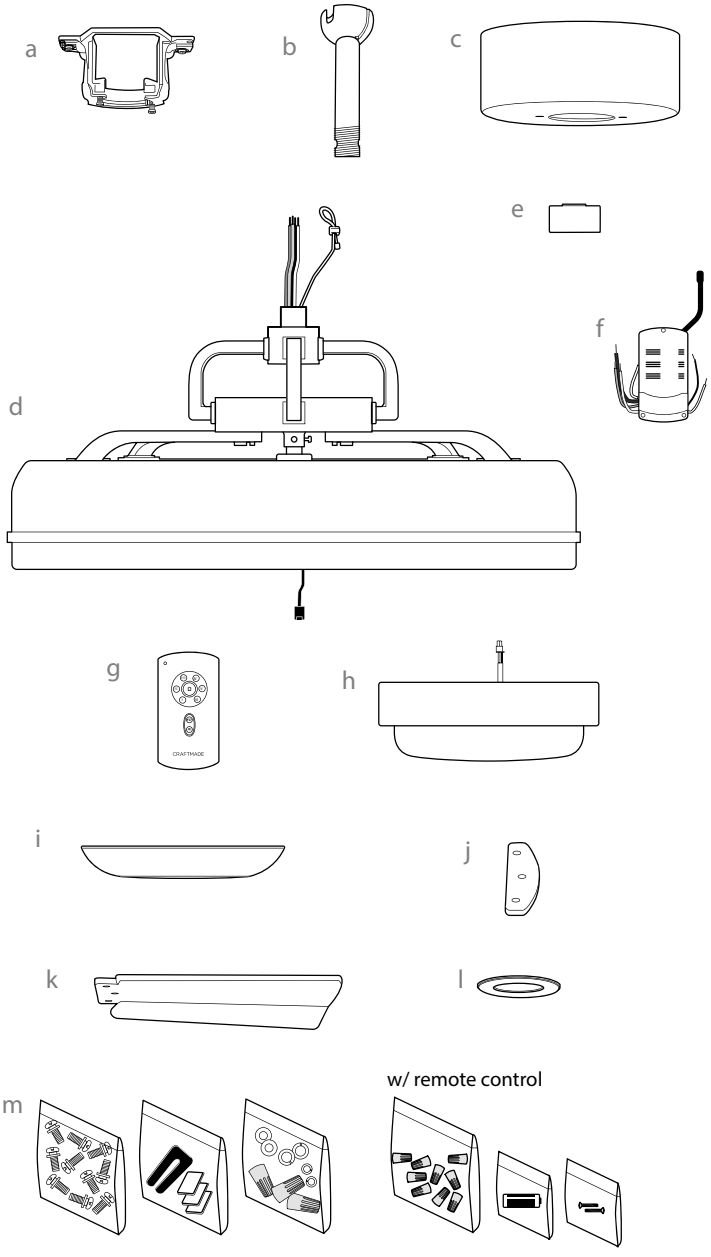
i. metal cover. 1 piece

j. blade plate. 3 pieces

k. blade. 3 pieces

l. canopy cover. 1 piece

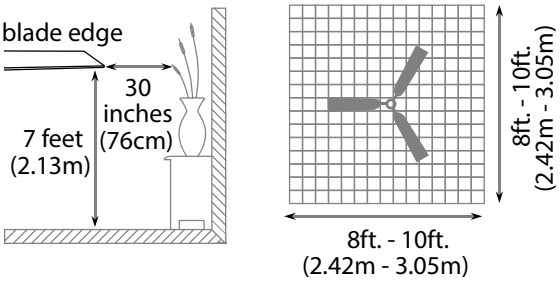
m. hardware packs



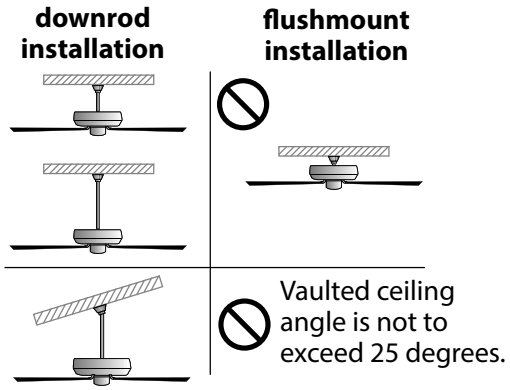
⚠ **IMPORTANT REMINDER**: You must use the parts provided with this fan for proper installation and safety. ⚠

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 100 square feet (9.3 square meters).



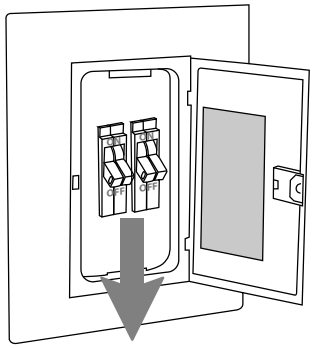
This fan can be mounted with a **downrod** on a regular (no-slope) or vaulted ceiling. The hanging length can be extended by purchasing a longer downrod (0.5in./1.27cm diameter). Other installation, such as flushmount, is **NOT** available for this fan.



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

4. 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.



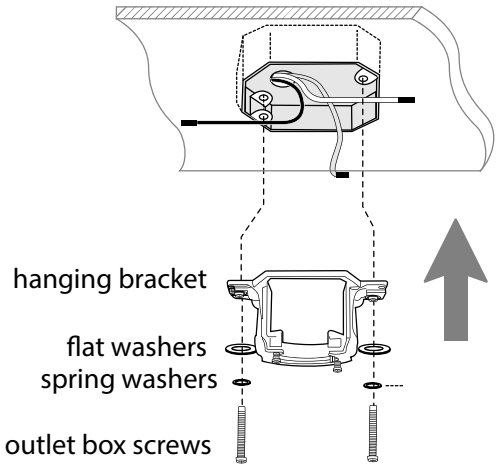
⚠ ***WARNING***: *Failure to disconnect power supply prior to installation may result in serious injury.*

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.*

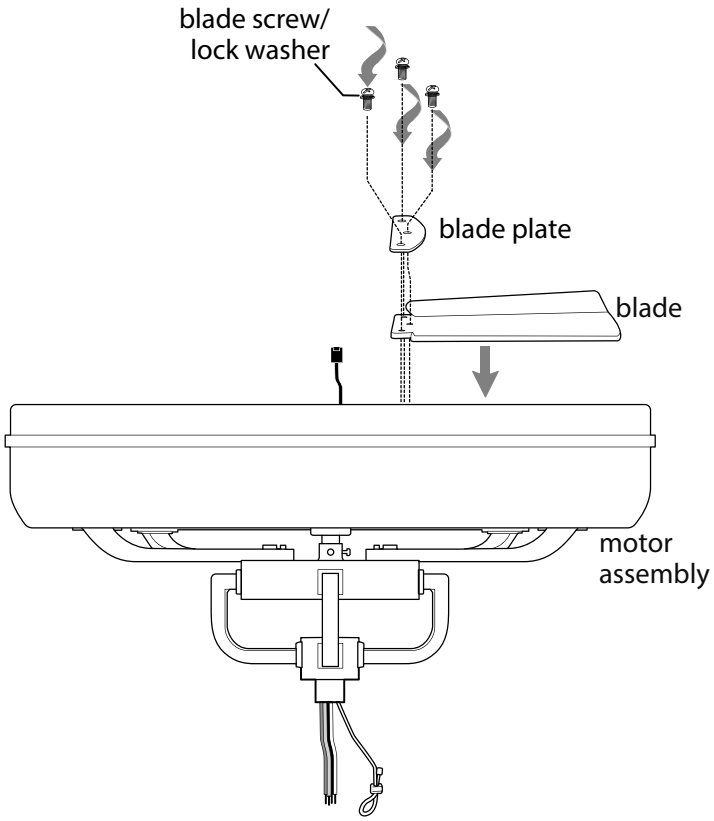
5. Blade Assembly.

⚠ **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.

Locate 9 blade screws/lock washers in a hardware pack.

Before installing blade, note label indicating THIS SIDE UP. Slide blade through one of the narrow, rectangular openings on motor assembly, aligning holes in blade with holes in blade arm (**located on the underside of the motor housing**)--*refer to drawing at right*. Then, hold blade plate up to blade, aligning holes *as shown*, and partially insert 3 blade screws/lock washers with fingers first to attach blade to motor. Before securing screws permanently, repeat procedure for remaining blades. Securely tighten all screws only after all 3 blades have been attached.

NOTE: Tighten blade screws twice a year.



6. Fan Assembly.

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

Loosen yoke set screws and nuts at top of motor assembly. Remove pin and clip from yoke at top of motor assembly. [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 yoke on motor assembly 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***.]

["Fan Assembly" continued on next page.]

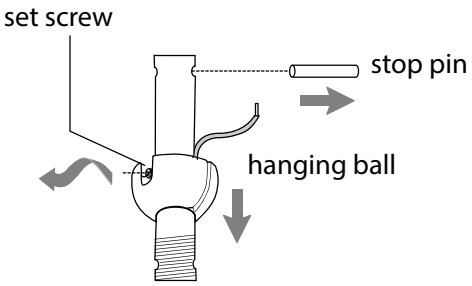


diagram 1

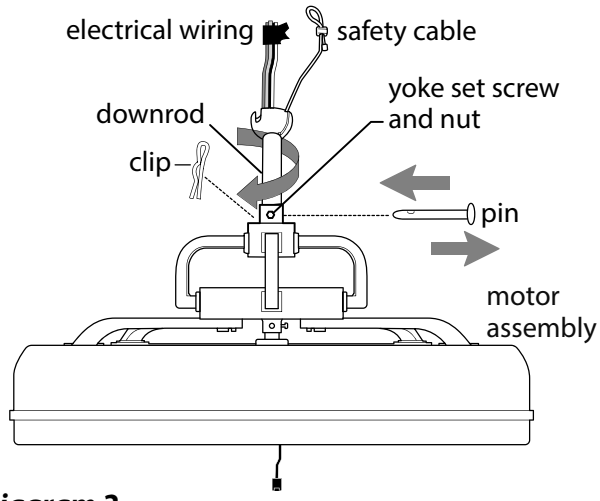


diagram 2

6. Fan Assembly. (cont.)

Slide yoke cover, canopy cover and canopy over downrod. [*Refer to **diagram 3***.] (**NOTE**: Canopy cover must be turned with smooth 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***.] Lower yoke cover to motor housing.

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

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.*

With the hanging bracket secured to the outlet box and able to support the fan, you are now ready to hang your fan. Grab the fan firmly with two hands. Slide downrod through opening in hanging bracket and let hanging ball rest on the hanging bracket. Turn the hanging ball slot until it lines up with the hanging bracket tab. [*Refer to **diagram 5***.]

⚠ **WARNING**: Failure to align slot in hanging ball with tab in hanging bracket may result in serious injury or death.

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 tighter. Extra cable slack can be left in ceiling area. [*Refer to **diagram 5***.]

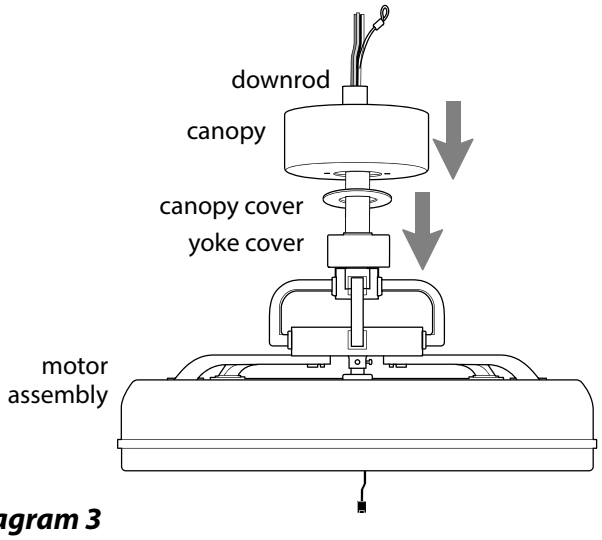


diagram 3

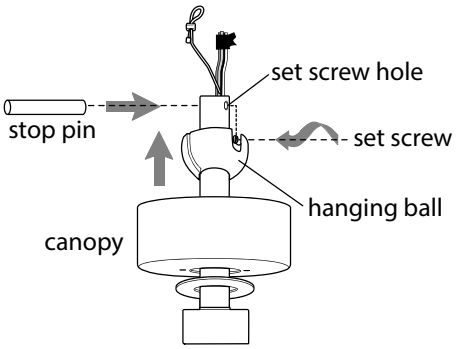


diagram 4

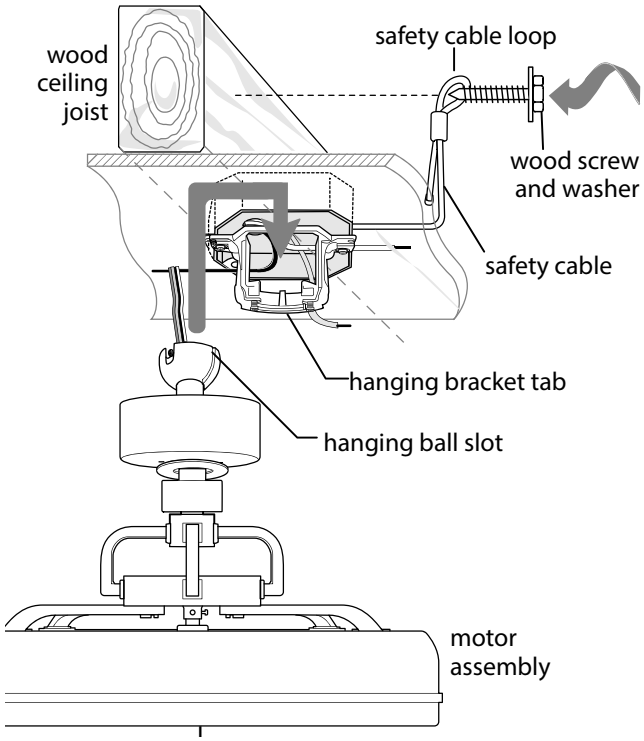


diagram 5

7. 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 diagram to the right, please use a qualified electrician.

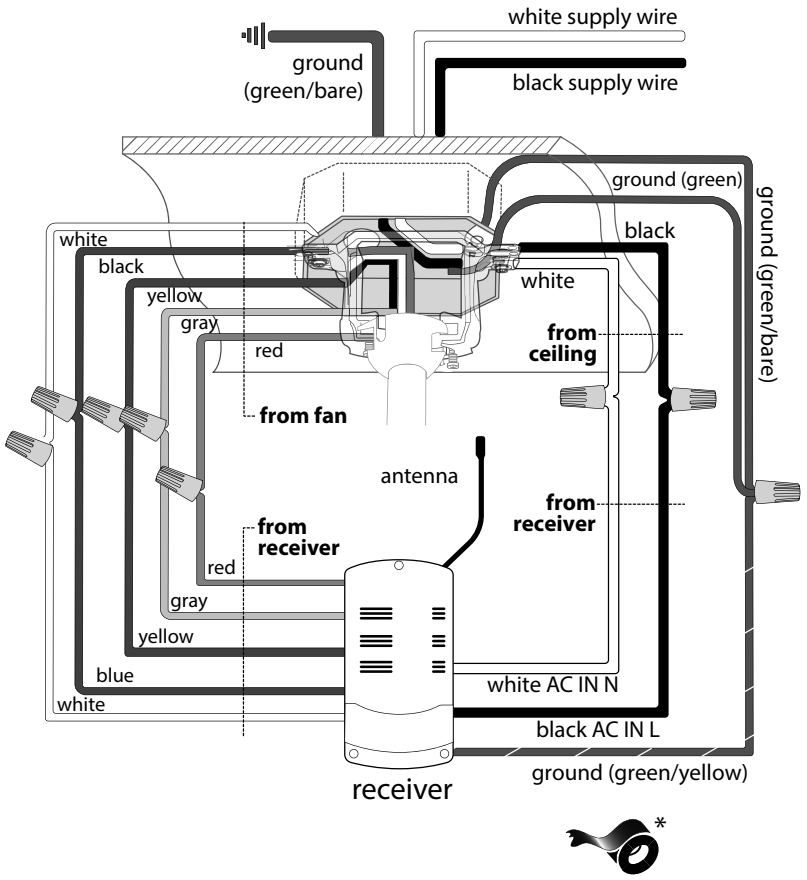
Note: Excess lead wire length from the fan can be cut to the desired length and then stripped.

When downrod is secured in place on the hanging bracket, wire the RECEIVER with wire connectors provided *as shown in diagram at right*.

Tip: While you are wiring, keep in mind that wires must not obstruct receiver from sliding into hanging bracket.

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

Gently insert receiver (flat side up) into hanging bracket and carefully push wires and taped wire connectors into outlet box. Let antenna rest *outside* of hanging bracket.

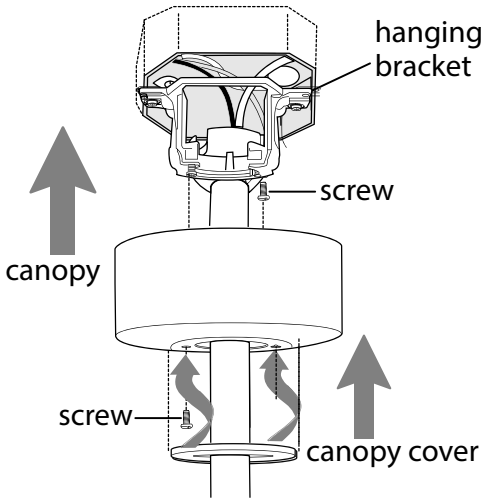


(wiring for receiver)

8. 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 screw heads in bottom of canopy. Turn canopy cover to the right (clockwise) until it stops.

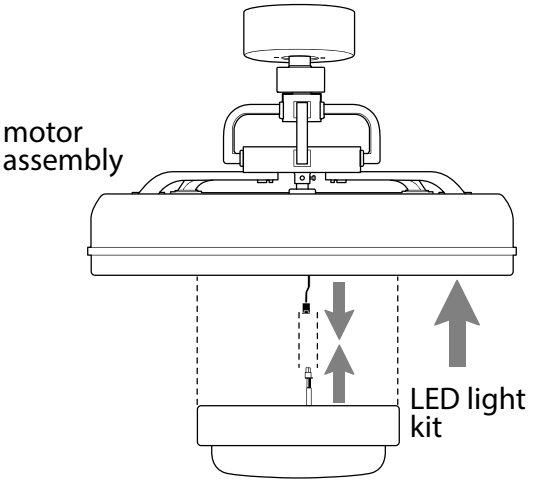


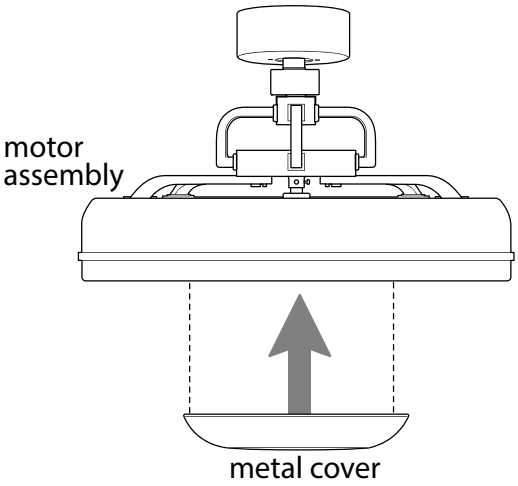
9. Light Kit Assembly (Optional).

If you wish to USE the light kit, connect female plug from LED kight kit to male plug from motor, matching up the colors on the male plug with the corresponding colors on the female plug for correct fit. [**NOTE**: It may be necessary to push back sleeve on wires to be certain of wire colors.] Make sure plugs connect completely.

Carefully arrange wiring within motor plate on underside of motor. Locate elongated slots in center of LED light kit. Align elongated slots with the posts inside center of motor plate and push up. Twist LED light kit to the RIGHT (clockwise) until LED light kit locks into place. Pull down VERY GENTLY on LED light kit to make sure that LED light kit is secure.

If you do NOT wish to use the light kit, locate elongated slots inside center of metal cover and align with posts inside center of motor plate. Gently push up on metal cover and turn to the RIGHT (clockwise) until it no longer turns.





10. Remote Control Operation.

Remote control and receiver are pre-programmed.

Remove battery cover on back side of remote control transmitter. Install one 12-volt battery (included).

⚠ **WARNING**: Battery is to be inserted with the correct polarity.

Replace the battery cover. Restore electrical power. Test the light and fan functions to confirm the programming process is complete--*see Section 12.*

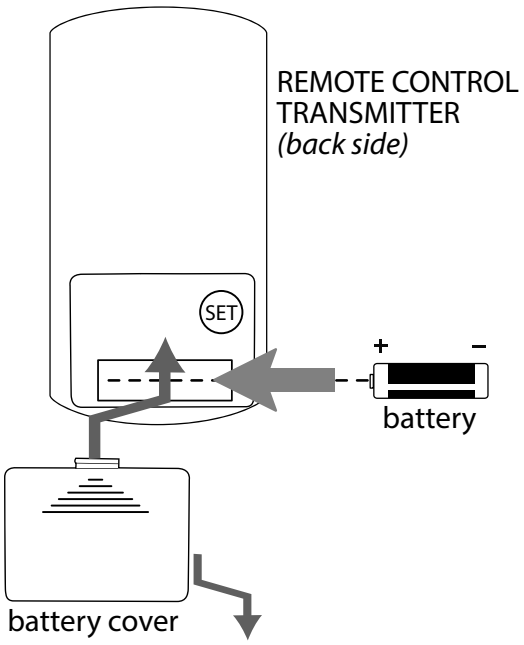
NOTE: Remove battery with low or no charge and dispose of properly.

IMPORTANT: Store the remote control transmitter away from excess heat or humidity. To prevent damage to remote control transmitter, remove the battery if remote control transmitter will not be used for long periods.

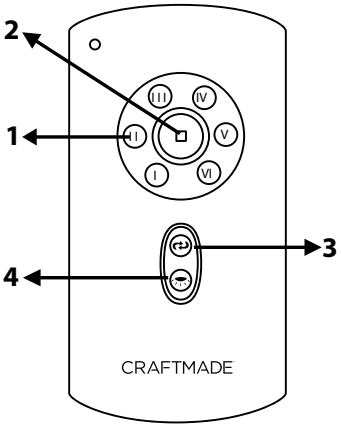
⚠ **CAUTION**: "DO NOT DISPOSE OF BATTERIES IN FIRE, BATTERIES MAY EXPLODE OR LEAK." - When disposing of household alkaline batteries, it is best to check with your local and state recycling or household hazardous waste coordinators concerning the specifics of the program in your area. You may also locate a recycling center by calling 1-800-8-BATTERY or 1-877-2-RECYCLE or visit www.epa.gov/epawaste/index.htm or www.earth911.org for more information.

⚠ **WARNING**: ***Choking/Ingestion Hazard*** - Small parts. Keep battery away from children.

⚠ **WARNING**: Battery is NOT rechargeable. A non-rechargeable battery is not to be recharged.



REMOTE CONTROL TRANSMITTER *(back side)*

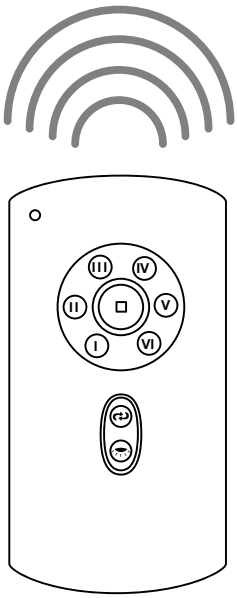


REMOTE CONTROL TRANSMITTER *(front)*

(1) Fan **SPEED** buttons: Use to control ceiling fan speeds 1 - 6
(2) Fan **OFF** button: Use to turn the fan off
(3) REVERSE function button: Use to control direction of fan rotation
(4) LIGHT button: Use to control light

11. 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 different fan speed buttons (I - VI) on remote control transmitter. Test the light ON/OFF function by pressing the button; test the dimmer function by pressing the button and holding it down for up to 5 seconds. If the remote control transmitter operates all of the functions of the fan and light, battery has been installed correctly. If the remote control transmitter does not operate all of the fan and light functions, refer to "Troubleshooting" section to solve any issues before contacting Customer Service.



Fan *must* be on LOW *before* setting the fan in reverse. Use the button to recirculate air depending on the season. 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.

NOTE: If remote control interferes with other appliances, or does not function correctly, follow the instructions for the SET button in Section 13 below.

IMPORTANT: Remote control transmitter must be synchronized with fan in order to function properly.

12. Programming Fan./Activating New Code.

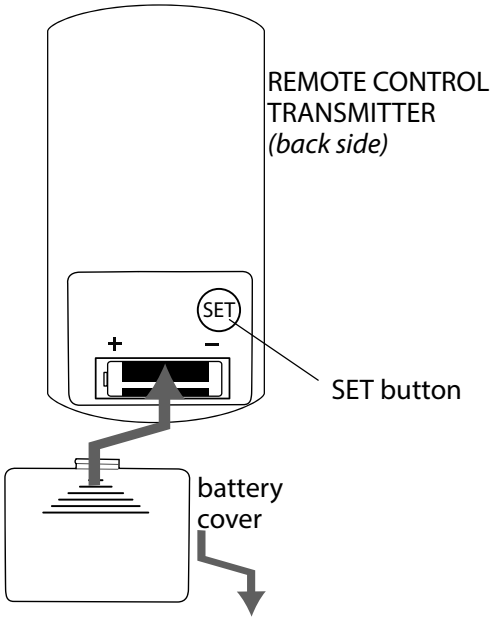
⚠ ***CAUTION****: The remote control transmitter can be programmed to multiple receivers or fans. If this is not desired, turn wall switch off to any other programmable receiver or fan.*

If fan and/or remote control fail(s) to operate or you have purchased a new remote control transmitter, make sure to turn the power off first. Remove battery cover on back side of remote control transmitter. If you have not already installed a battery, install one 12-volt battery (included).

⚠ **WARNING**: Battery is to be inserted with the correct polarity.

Restore electrical power. Within 60 seconds of restoring the power, press and hold the fan **SET** button for 5 seconds or until light blinks 3 times. Replace the battery cover.

Test the light and fan functions to confirm the programming process is complete--*see Section 12 above.*



IMPORTANT: ***The automated programming process takes approximately 5 minutes to complete.*** Please ***leave the fan "ON"*** for the duration of the 5-minute programming and ***do NOT use the remote control or turn off the power*** during this time.
The fan will ***cycle through ALL SIX (6) speeds in forward and reverse*** and will ***then stop automatically*** after the programming process is complete.

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 receiver is wired properly.
3. Check to be sure fan is wired properly.
4. Programming may have been lost between fan and remote control transmitter. Turn off power and repeat instructions for SET button in Section 13 (page 12).
5. Verify red light on remote control turns on when a button is pressed indicating that the battery is good.

Problem: Light kit not lighting.
Solutions:
1. Check wall switch to fan.
2. Verify wires in canopy are wired properly.
3. Verify male/female plug in LED light kit are connected properly.
4. Programming may have been lost between fan and remote control transmitter. Turn off power and repeat instructions for SET button in Section 13 (page 12).

Problem: Fan operates but light fails.
Solutions:
1. Verify wires in canopy are wired properly.
2. Verify male/female plugs in LED light kit are connected properly.

Problem: Fan and light fail to operate with remote control transmitter.
Solutions:
1. Check battery power in handheld remote control.
2. Programming may have been lost between fan and remote control transmitter. Turn off power and repeat instructions for SET button in Section 13 (page 12).

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

Warranty.

All products are designed to be sold in North America with 120 Volt / 60Hz electric grid.

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.

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:
800-486-4892, Option 1
Technical Support:
800-486-4892, Option 2
Email:

customerservice@craftmade.com
www.craftmade.com

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