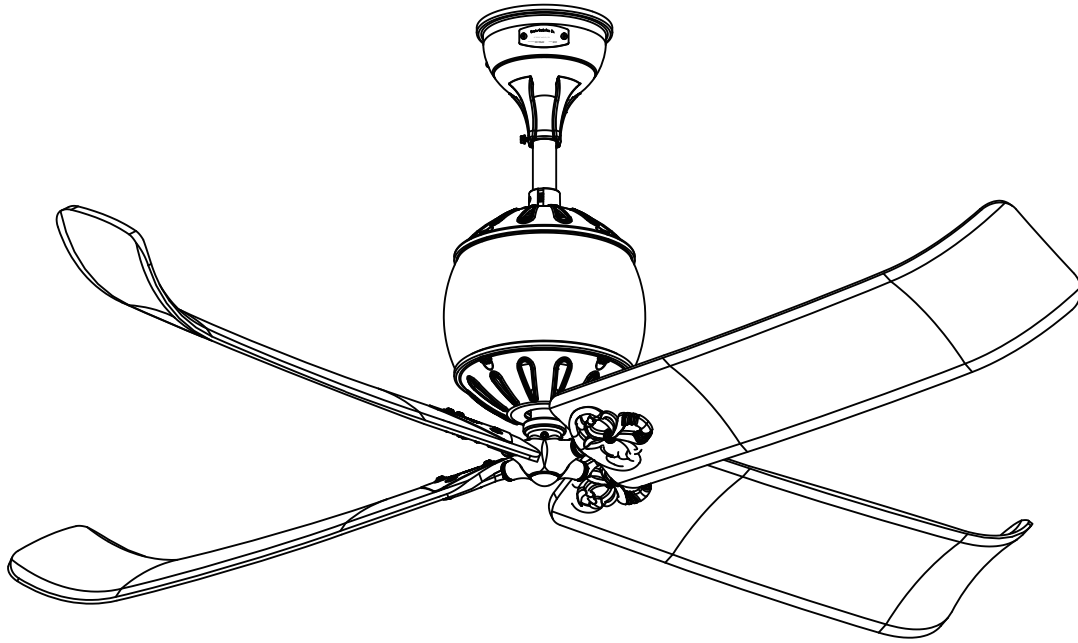


# MONTE CARLO

FAN COLLECTIONS

## Owner's Guide and Installation Manual



## 4GIR60XXX Series Fan

cETL Model NO. : 4GIR60XXX

Attach sales receipt to this card and retain as your proof of purchase

DATE OF PURCHASE: \_\_\_\_\_

RETAILER NAME: \_\_\_\_\_

MODEL NUMBER: \_\_\_\_\_

RETAILER ADDRESS: \_\_\_\_\_

To register your fixture, please visit our website [www.montecarlofans.com](http://www.montecarlofans.com)



8.9 kg  
19.58 lbs

Total fan weight



# Cautions and Warnings

**WARNING: TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR INJURY TO PERSONS, OBSERVE THE FOLLOWING READ AND SAVE THESE INSTRUCTIONS**

Installation work and electrical wiring must be done by qualified person(s) in accordance with applicable codes and standards (ANSI/NFPA 70), including fire-rated construction.

Use this unit only in the manner intended by the manufacturer. If you have any questions contact the manufacturer.

After making the wire connections, the wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box and ungrounded conductor on the other side of the outlet box. The splices, after being made, should be turned upward and pushed carefully up into the outlet box.

**WARNING:** Before you begin installing the fan, servicing or cleaning unit, Switch power off at Service panel and lock 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.

Be cautious! Read all instructions and safety information before installing your new fan. Review the accompanying assembly diagrams.

When cutting or drilling into wall or ceiling, do not damage electrical wiring and other hidden utilities.

Make sure the installation site you choose allows the fan blades to rotate without any obstructions. Allow a minimum clearance of 7 feet from the floor to the trailing edge of the blade.

**WARNING:** To Reduce The Risk Of Fire, Electric Shock, or Personal Injury, Mount To Outlet Box Marked "Acceptable for Fan Support of 15.9 kg (35 lbs) or less" And Use Mounting Screws Provided With The Outlet Box.

**CAUTION:** For Compliance with Local Codes and Regulations, If Installing The Secondary Support Safety Cable in the U.S., Do Not Remove Knockouts In The Outlet Box. Mount the secondary support safety cable through the reserved nail/screw hole on the outlet box to the building structure (or the ceiling joist).

**WARNING:** To reduce the risk of personal injury, do not bend blade holders during installation to motor, balancing or during cleaning. Do not insert foreign object between rotating blades.

Attach the mounting bracket using only the hardware supplied with the outlet box.

**WARNING:** To reduce the risk of fire or electric shock, this fan should only be used with fan speed control part no. JY1028 manufactured by Satellite Electronic ( Zhongshan ) Ltd

**WARNING:** To reduce the risk of fire or electric shock, do not use this fan with any other solid state fan speed control device, or variable speed control.

If this unit is to be installed over a tub or shower, it must be marked as appropriate for the application.

Never place a switch where it can be reached from a tub or shower.

The combustion airflow needed for safe operation of fuel-burning equipment may be affected by this unit's operation. Follow the heating equipment manufacturer's guideline safety standards such as those published by the National Fire Protection Association (NFPA), and the American Society for Heating, Refrigeration and Air Conditioning Engineers (ASHRAE) and the local code authorities.

**CAUTION:** To Reduce the Risk of Electric Shock, Disconnect the electrical supply circuit to the fan before installing the light kit.

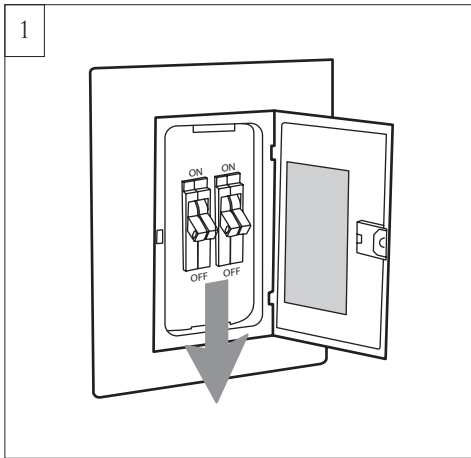
**CAUTION:** The light source is designed for this specific application and can overheat if serviced by untrained personnel. If any servicing is required, the product should be returned to an authorized service facility for examination or repair.

All set screws must be checked and tightened where necessary before installation.

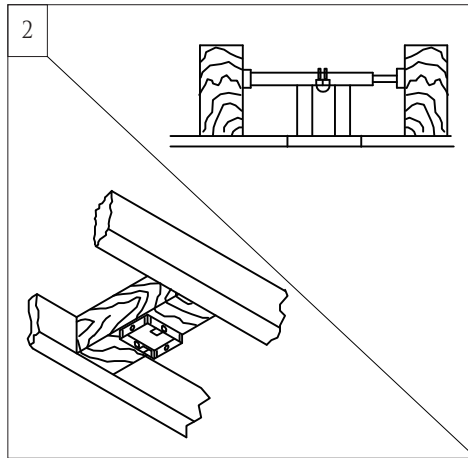
Tools Required for Assembly (not included): Electrical Tape, Phillips Screwdriver, Pliers, Safety Glasses, Stepladder and Wire Strippers

Customer Service  
800-969-3347

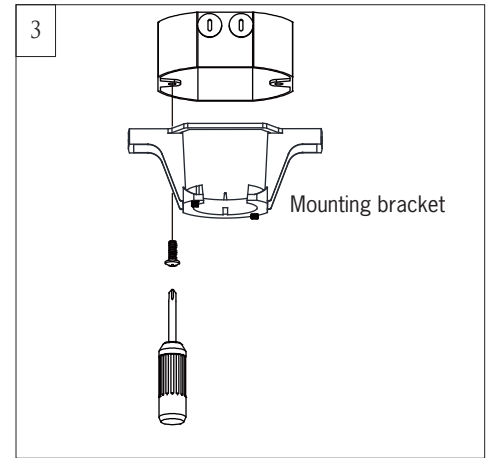
Customer Service Center  
7400 Linder Ave.  
Skokie, IL 60077  
[www.montecarlofans.com](http://www.montecarlofans.com)



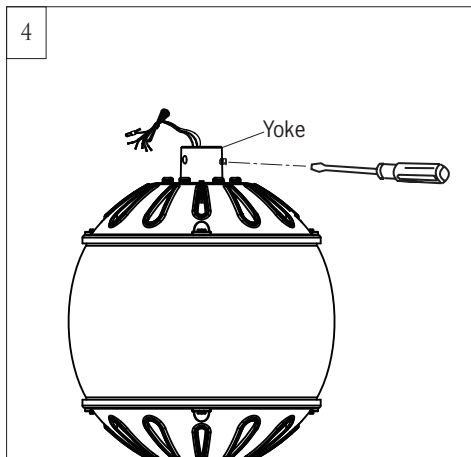
Before you begin installing the fan, Switch power off at Service panel and lock service disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a warning device, such as a tag, to the service panel.  
**Use AC 120V/60HZ power supply only.**



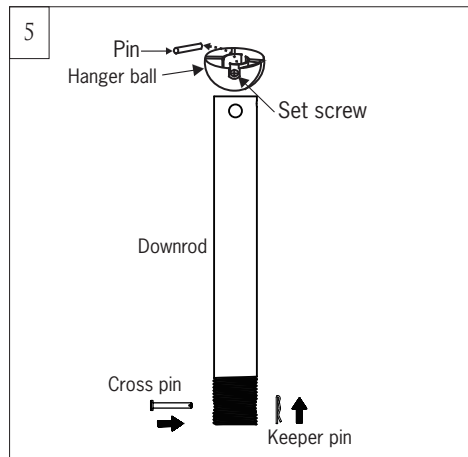
Before installing this fan make sure the outlet box is properly installed to the house structure. To reduce the risk of fire, electric shock, or personal injury, mount to outlet box or supporting system acceptable for fan support. (Mounting must support at least 35 lbs.)



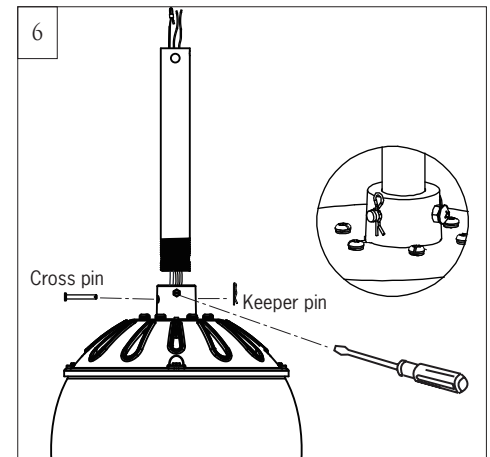
Use metal outlet box suitable for fan support and use only the screws provided with the outlet box (must support 35 lbs). Before attaching fan to outlet box, ensure the outlet box is securely fastened by at least two points to a structural ceiling member ( a loose box will cause the fan to wobble). Remove the two outlet box screws provided with the box, aligning the holes of the mounting bracket with the holes of the outlet box. Reinstall the 2 outlet box screws securely.



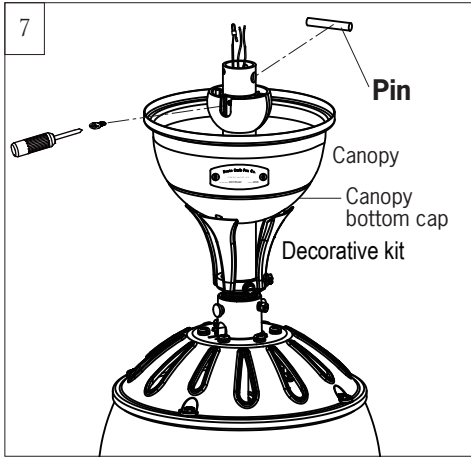
Partially loosen downrod set screw from yoke at top of the motor assembly.



Remove hanger ball from downrod by loosening the set screw and removing the pin as shown in illustration. Keep parts. Remove preassembled keeper pin and cross pin from downrod.



Thread lead wires and safety cable from motor assembly through downrod. Install downrod. Thread downrod into the yoke on top of fan until the holes on downrod are aligned with the holes on the yoke, and then install cross and keeper pins. Tighten the downrod set screw.  
**Caution:** To avoid damaging of lead wires from downrod installation, make sure the lead wires and safety cable are not twisted when install the downrod.  
**Warning:** Cross pin and keeper pin must be installed securely, failure to install them will result in serious injury.

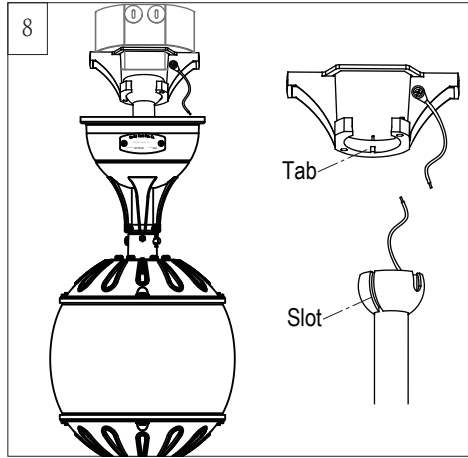


Place decorative kit canopy bottom cap and canopy over lead wires, safety cable and downrod, and then replace the hanger ball.

Replace the hanger ball with pin and set screw and tighten securely.

**Warning:** Make sure the **pin** is installed well on hanger ball with downrod.

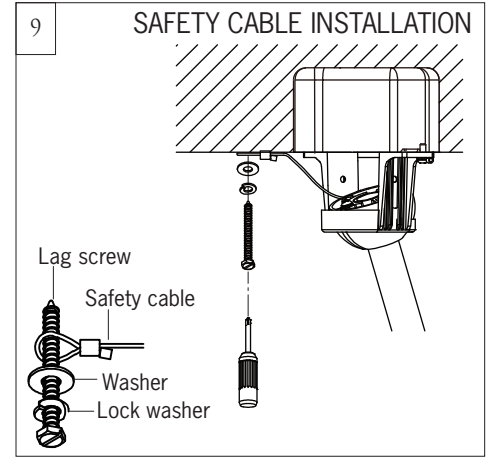
**Note:** If the fan to be installed on a slope ceiling, the decorative kit and canopy bottom cap shouldn't be installed corresponding to next installation step.



Install ball end of downrod into mounting bracket opening. Align (engage) slot on ball with tab on mounting bracket.

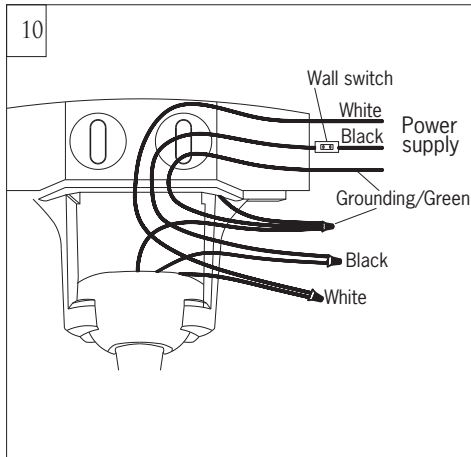
**Warning:** Failure to align slot on ball with tab may result in serious injury.

**Important:** If using the angle mount, make sure open end of mounting bracket is installed facing the higher point of the ceiling and make sure the ceiling angle is not steeper than 20°. Longer downrod may be necessary allowing the fan blades to rotate without obstructions.

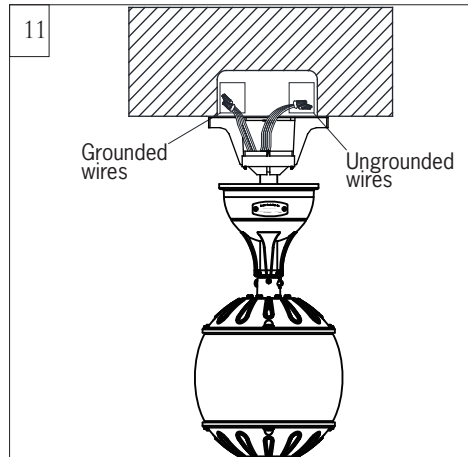


For Canadian installation and for USA fan and light kit combinations over 35 lbs, in both flush and downrod modes the safety cable must be installed into the house structure beams using 3" lag screws, washers and lock washers provided. Make sure that when the safety cable is fully extended the lead wires are longer than the cable and no stress is placed on the lead wires.

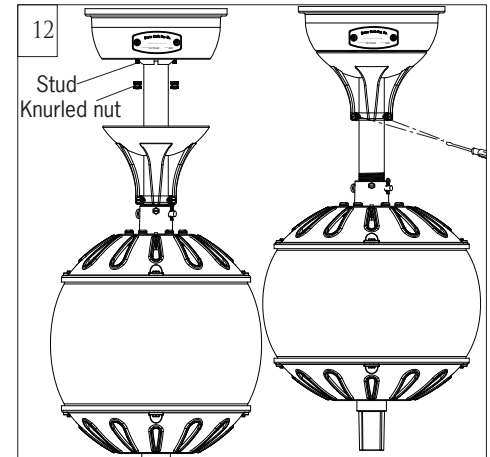
**Note:** If Installing The Secondary Support Safety Cable in the U.S., Do Not Remove Knockouts In The Outlet Box.



Make wiring connections as indicates above, using wire connectors provided. Connect Black wire from fan to Black (Live) wire from house. Connect White wire from Fan to White (Neutral) wire from house. Connect all green grounded wires to Grounded wire from House. Make sure that no filaments are outside of the wire connectors.

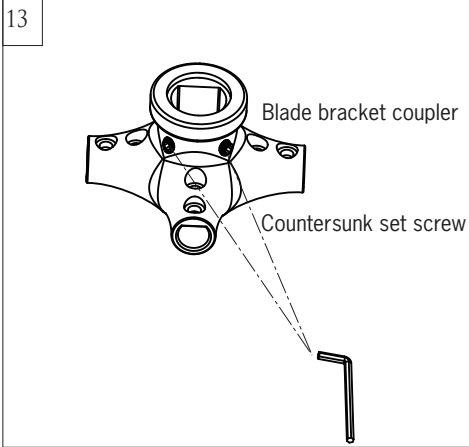


After making the wire connections, the wires should be spread apart with the grounded conductor and the equipment-grounding conductor on one side of the outlet box and ungrounded conductor on the other side of the outlet box. The splices after being made should be turned upward and pushed carefully up into the outlet box.

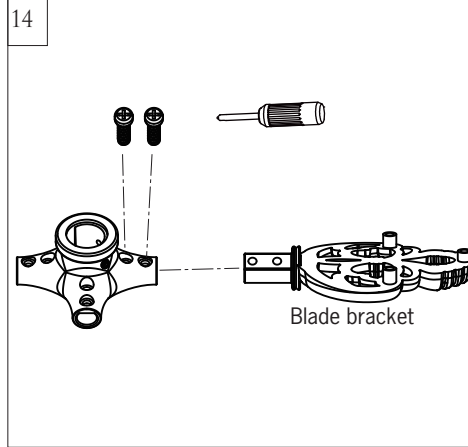


Lift Canopy allowing the 2 studs to protrude through the canopy, and then install knurled nuts as shown. Knurled nuts provided. Tighten the knurled nuts securely. The canopy should adjust for any irregularity in the ceiling or Outlet box.

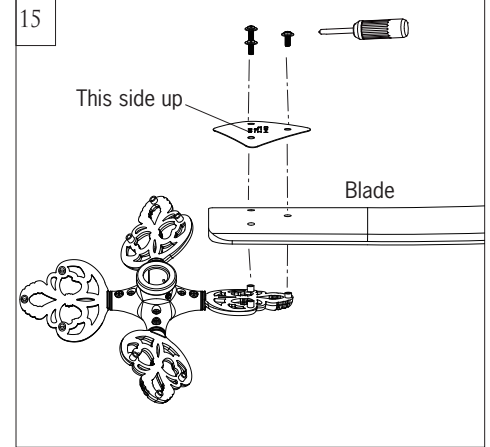
Lift canopy bottom cap and decorative cap, and then fix it on downrod with the set screws.



Partially loosen the countersunk set screws on the coupler of blade bracket. Use the Allen wrench provided.

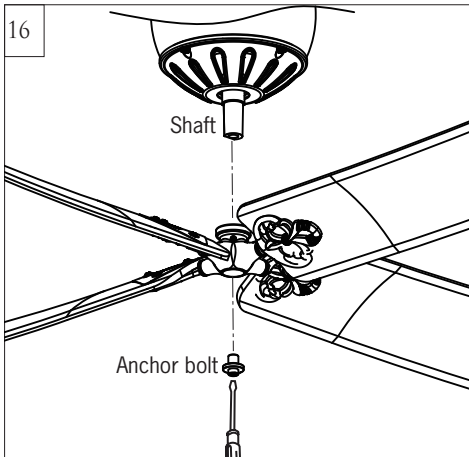


Insert a blade bracket into the coupler. Align the holes on the coupler with the screw holes on the blade bracket, and then fix the blade bracket with set screws provided. Tighten screws securely. Repeat this process for remaining blade brackets.

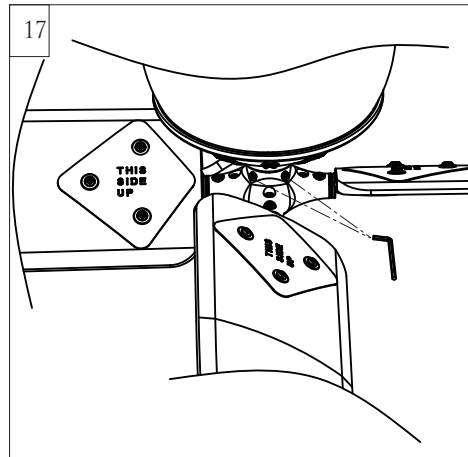


Install blade onto blade bracket with a top plate by 3 blade screws provided. Tighten screws securely. Repeat this process for remaining blades.

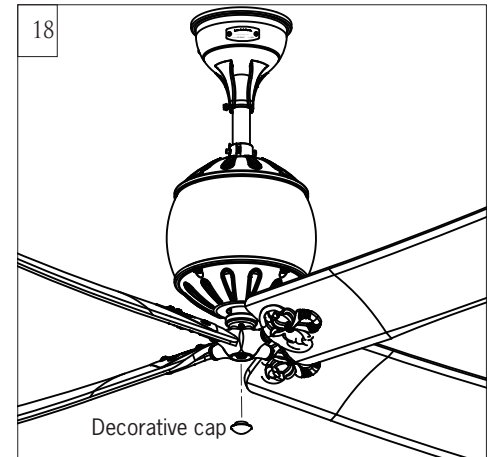
**Note:** Make sure the side with a mark "This side up" is installed upward.



Slip the blade assembly on the shaft. Install an anchor bolt **counterclockwise** to fix the blade assembly in position. Tighten the bolt securely.



Fix the blade assembly with the countersunk set screws using the Allen wrench. Allen wrench provided. **Note:** To install blade assembly on the shaft firmly, the set screw is made a little interference fit. It is a normal condition. **Important:** Set screw must be fully installed until it tightly jams against the threads on the shaft.



Install a decorative cap **counterclockwise**.



## Remote Controller Operation

Remove the battery cover from the remote control transmitter and install batteries. Replace the cover. This remote uses 2 1.5V/AAA batteries.

**Note:** If not using for long periods of time, remove battery to prevent damage to remote transmitter, and store the remote transmitter away from excess heat or humidity

### Dimming, Non Dimming Setting (Only available for fans with light)

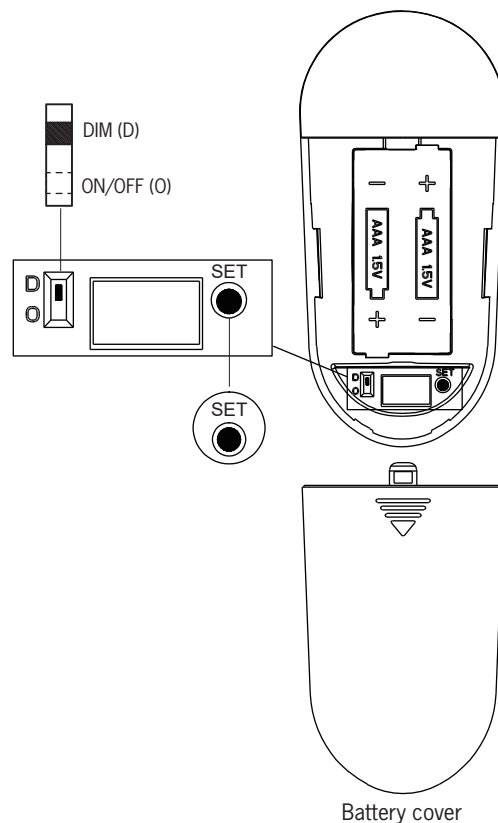
In the dimming mold, it is a light dimming selection and it is to be used with dimmable luminaries. Press and hold the button to dim the light. The light will cycle from bright to dim to bright until button is released. Light will maintain last setting if turned off. Press and release the button quickly may turn light on/off. The remote controller is set with dimming function at factory. In ON/OFF (non-dimming mold), it is for light ON/OFF only (non-dimming function).

### Learn Function Setting

Restore power to your fan, press and hold the “SET” button to pair the Transmitter and receiver. You must press the ‘SET” button with in 60 seconds of restoring power to the fan.

**Note:** Fan will operate at minimum speed after the setting.

**Note:** If the power is on already, you must turn the power off then turn the power back for remote control setting.



The buttons on the remote control transmitter control the fan speed and light as follows.

### Fan speed

1 = minimum speed      2 = low speed      3 = medium low speed

4 = medium speed      5 = medium high speed      6 = high speed

⊖ This button turns the fan off.

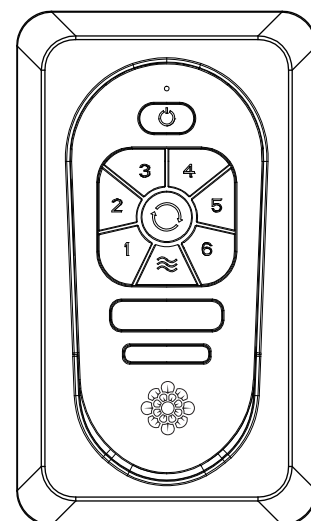
⊕ Forward/Reverse button- This button is to control direction of fan rotation. Press once to change direction of the fan rotation. Fan must be running to reverse.

≈ Breeze-

Press the Breeze button, fan will operate at high speed (6<sup>th</sup>) for 30 seconds, then automatically change to 5<sup>th</sup>, 4<sup>th</sup>, 3<sup>rd</sup>, 2<sup>nd</sup>, 1<sup>st</sup> at intervals of 30 seconds, and then change it from Low speed (1<sup>st</sup>) to 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup> repeat the cycle until the breeze mold is cancelled.

Breeze mold can be erased by pressing the buttons of power or speed control.

**Note:** This remote controller has auto resume function, the fan and light will maintain the last setting if turned off with exception of the Breeze mold.



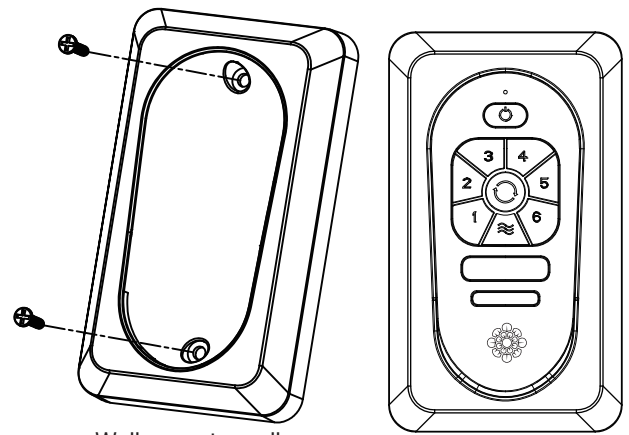


Install Transmitter wall mount cradle with 2 screws provided.

### The receiver provides the following protective functions

**Lock protection-** The DC motor has a build-in safety feature against blade obstruction during operation. If something obstructs the fan blades, the motor will stop operation after about 20 seconds of interruption. Please remove obstacles and reset it by turning the power off, and turn it back.

**Over 40W protection-** When the receiver detects motor power consumption which is greater than 40W, the fan RPM will be lowered to protect it from overloading.



Wall mount cradle

### Tips for end users

1. If your fan is operated automatically after installation and power on, it is because your fan is still memorize the previous setting at factory. Make Remote control setting (learn function) and your fan will be ready for use.
2. If fan or light isn't working, reset power (turn the power off then turn the power back) and redo the remote setting.
3. It is not available to separately operate the remote setting for more than one fan in the same room (in the area where remote signal can reach to) if they share the same power supply. Separate power supplies (like as using individual wall switches for each fan and turn power off for the fan while you are making learn function for other fan) is required if you want to separately control more than one fan in same room.
4. When fan is turned on or operated forward/reverse function, it shutters & goes back & forth until it turns. It is a normal performance of this fan and it will take for few seconds to run this operation.

THIS DEVICE COMPLIES WITH PART 15 OF THE FCC RULES OPERATION IS SUBJECT TO THE FOLLOWING TWO CONDITIONS. (1)THIS DEVICE MAY NOT CAUSE HARMFUL INTERFERENCE AND (2) THIS DEVICE MUST ACCEPT ANY INTERFERENCE RECEIVED, INCLUDING INTERFERENCE THAT MAY CAUSE UNDESIRE OPERATION.



# Trouble Shooting

If you have difficulty operating your new ceiling fan, it may be the result of incorrect assembly, installation, or wiring. In some cases, these installation errors may be mistaken for defects. If you experience any faults, please check this Trouble Shooting Chart. If a problem cannot be remedied, or you are experiencing difficulty in installation, please call our Customer Service Center at the number printed on your parts list insert sheet.

**Warning:** Before servicing or cleaning unit, Switch power off at Service panel and lock 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.

Trouble	Suggested Remedy
1. If fan does not start:	<ol style="list-style-type: none"><li>1.Check main and branch circuit fuses or circuit breakers.</li><li>2.Check line wire connections to fan and switch wire connections in switch housing.</li></ol> <p><b>CAUTION:</b> Make sure main power is turned off.</p> <ol style="list-style-type: none"><li>3.If this fan uses manual forward/reverse switch, make sure the switch is pushed firmly either way. Fan will not operate when switch is in the middle.</li><li>4.If this fan uses remote controller, make sure dip switches are setting properly and make sure battery is effective.</li></ol>
2. If fan sounds noisy:	<ol style="list-style-type: none"><li>1.Check to make sure all screws in motor housing are snug (not over tightened).</li><li>2.Check to make sure the screws which attach the fan blade holder to the motor are tight.</li><li>3.Check to make sure wire nut connectors in switch housing are not rattling against each other or against the interior wall of the switch housing.</li></ol> <p><b>CAUTION:</b> Make sure main power is turned off before entering switch housing.</p> <ol style="list-style-type: none"><li>4.Check to be sure light bulb is tight in socket and not touching the glass shade.</li><li>5.Some fan motors are sensitive to signals from Solid State variable speed controls.</li><li>6.Allow "break-in" period of 24 hours. Most noises associated with a new fan will disappear after this period.</li></ol>
3. If fan wobbles:	<ol style="list-style-type: none"><li>1.If this is a downrod mount fan, make sure the ridge on mounting bracket engages the notch in the downrod ball.</li><li>2.Make sure that canopy, mounting bracket or mounting plate are tightened securely to ceiling junction box and junction box is mounted firmly to ceiling joist.</li><li>3.Check that all blades are screwed firmly into blade holders.</li><li>4.Check that all blade holders are tightened securely to motor.</li><li>5.Most fan wobble problems are caused when blade levels are unequal. Check this level by selecting a point on the ceiling above the tip of one of the blades. Measure this distance from blade tip to ceiling. Keeping measure within 1/8", rotate the fan until the next blade is positioned for measurement. Repeat for each blade. If all blade levels are not equal, you can adjust blade levels by the following procedure. To adjust a blade tip down, insert a washer (not supplied) between the blade and blade holder at the screw closest to the motor. To adjust a blade tip up, insert washer (not supplied) between the blade and blade holder at the two screws farthest from the motor. Reverse the position of the washer if blades mount from top of blade.</li><li>6.If blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.</li></ol> <p>If the above steps do not eliminate the wobble problem, you will need to dynamic balance your fan with balancing kit provided.</p>
4. If light does not work:	<ol style="list-style-type: none"><li>1.Check blue wire from fan to make sure it is connected to hot wire from house.</li><li>2.Check for loose or disconnected wires in fan switch housing.</li><li>3.Check for loose or disconnected wires in light kit.</li><li>4.Check for faulty light bulb and make sure bulb is tight in socket.</li><li>5.Remove light kit and check the plug connections if they are present.</li><li>6.If this fan uses remote controller, make sure dip switches are setting properly and make sure battery is effective.</li></ol> <p><b>CAUTION:</b> Make sure main power is turned off before entering switch housing and/or canopy.</p>



Jan.2019