The Palisade®

Ceiling Fan

Net Weight 40 lbs.

Standard & Damp Location Models*

Model No. FP220

OWNER'S MANUAL

READ AND SAVE THESE INSTRUCTIONS

FANIMATION

Damp Location Model; Top of fan is marked, "Suitable For Use In Damp Locations"

Important Safety Instructions

WARNING: To avoid fire, shock and serious personal injury, follow these instructions.

1. Read your owner's manual and safety information before installing your new fan. Review the accompanying assembly diagrams.
2. Before servicing or cleaning unit, switch power off at service panel and lock service panel 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.
3. Be careful of the fan and blades when cleaning, painting, or working near the fan. Always turn off the power to the ceiling fan before servicing.
4. Do not insert anything into the fan blades while the fan is operating.
5. Do not operate reversing switch until fan blades have come to a complete stop.

Additional Safety Instructions

1. To avoid possible shock, be sure electricity is turned off at the fuse box before wiring, and do not operate fan without blades.
2. All wiring and installation procedures must satisfy National Electrical Codes (ANSI/ NFPA 70-1999). Use the National Electrical Code if Local Codes do not exist. The ceiling fan must be grounded as a precaution against possible electrical shock. Electrical installation should be made or approved by a licensed electrician.
3. The fan base must be securely mounted and capable of reliably supporting at least 100 lbs. (fan and accessories not to exceed 35 lbs. or 16 kgs.). Outlet boxes are not acceptable for fan support. See page 5 of owner's manual for support requirements. Consult a qualified electrician if in doubt.
4. **CAUTION:** To reduce the risk of personal injury, mount the fan base to a ceiling joist or structural member using the hardware provided with your fan.
WARNING: Support Directly from Building Structure.
5. The fan must be mounted with the fan blades at least 7 feet from the floor to prevent accidental contact with the fan blades.
6. Follow the recommended instructions for the proper method of wiring your ceiling fan. If you do not have adequate electrical knowledge or experience, have your fan installed by licensed electrician.
7. Suitable for use with solid-state speed controls.
WARNING: To reduce the risk of fire or electric shock, this fan should only be used with Fan Speed Control Part No. UC7051R, manufactured by Rhine Electronic Co., Ltd.
WARNING: TO REDUCE THE RISK OF SHOCK, THIS FAN MUST BE INSTALLED WITH AN ISOLATING WALL CONTROL/SWITCH.
WARNING: This product is designed to use only those parts supplied with this product and/or accessories designated specifically for use with this product. Using parts and/or accessories not designated for use with this product could result in personal injury or property damage.*
WARNING: To reduce the risk of personal injury, do not bend the blade bracket (flange or blade holder) when installing the brackets, balancing the blades, or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

LIMITED LIFETIME WARRANTY
Extends to the original purchaser of a Fanimation Fan

1. LIMITED LIFETIME MOTOR WARRANTY - If any part of your fan motor fails, due to a defect in materials or workmanship during the lifetime of the original purchaser, Fanimation will provide the replacement part free of charge, when the defective fan is returned to our national service center. Proof of purchase is required. Customer shall be responsible for all costs incurred in the removal or reinstallation and shipping of the product for repairs or replacement.
2. ONE YEAR MOTOR LABOR WARRANTY - If your fan motor fails at any time within one year from the original purchase, due to defects in materials or workmanship, labor to repair the motor will be provided free of charge at our national service center. Purchaser will be responsible for labor charges after this one-year period. Customer shall be responsible for all costs incurred in the removal or reinstallation and shipping of the product for repairs or replacement.
3. If any other part of your fan fails at any time within one year after original purchase, due to a defect in materials or workmanship, we will repair, or replace, at our option, the defective part free of charge for parts and labor performed at our national service center.
4. Because of varying climate conditions, this warranty does not cover changes in the finish, including rusting, pitting, corroding, tarnishing, or peeling.
5. This warranty is void and does not apply to damage from improper installation, neglect, accident, misuse, exposure to extremes of heat or humidity, or as a result of any modification to the original product.
6. All costs of removal and reinstallation of the fan are the sole responsibility of the owner of the fan and not the store that sold the fan or Fanimation.
7. Fanimation reserves the right to modify or discontinue any product at any time and may substitute any part under this warranty.
8. Under no circumstances may a fan be returned without prior authorization from Fanimation. The receipt of purchase must accompany authorized returns and must be sent freight prepaid to Fanimation. The fan to be returned must be properly packed to avoid damage in transit; Fanimation will not be responsible for any damage resulting from improper packaging.
9. It is understood that any repair or replacement is the exclusive remedy available from Fanimation. There is no other expressed or implied warranty. Fanimation hereby disclaims any and all implied warranties, including, but not limited to those of merchantability and fitness for a particular purpose to the extent permitted by law. Some states do not allow limitations on implied warranties. Fanimation will not be liable for incidental, consequential, or special damages arising out of or in conjunction with product use or performance, except as may otherwise be accorded by law. This warranty gives you special legal rights and you may also have other rights that vary from state to state.
10. A certain amount of wobble is normal and should not be considered a problem or a defect.

*DAMP LOCATION CEILING FAN: If you have purchased a Damp Location Ceiling Fan, you may only use light kits marked suitable for use in damp locations.

Table of Contents

This Manual is Designed to Make it as Easy as Possible for You to Assemble, Install, Operate, and Maintain Your Ceiling Fan

Tools Needed for Assembly

- One Phillips head screwdriver
- One stepladder
- One 1/4" blade screwdriver
- One wire stripper
- Three wire connectors (supplied)
- ⁷⁄₁₆", ½" & ⁹⁄₁₆" wrench or socket wrench

⚠ WARNING

Before assembling your ceiling fan, refer to section on proper method of wiring your fan (page 6). If you feel you do not have enough wiring knowledge or experience, have your fan installed by a licensed electrician.

Materials

Wiring outlet box and box connectors must be of type required by local code. The minimum wire would be a 3-conductor (2-wire with ground) of the following size:

Installed Wire Length	Wire Size A.W.G.
Up to 50 ft.	14
50 - 100 ft.	12

NOTE: Place the parts from the loose parts bags in a small container to keep them from being lost. If any parts are missing, contact your local retailer.

DAMP LOCATION CEILING FAN: If you have purchased a Damp Location Ceiling Fan, you may only use light kits marked suitable for use in damp locations.

Unpacking Instructions

For your convenience, check-off each step. As each step is completed, place a check mark. This will ensure that all steps have been completed and will be helpful in finding your place should you be interrupted.
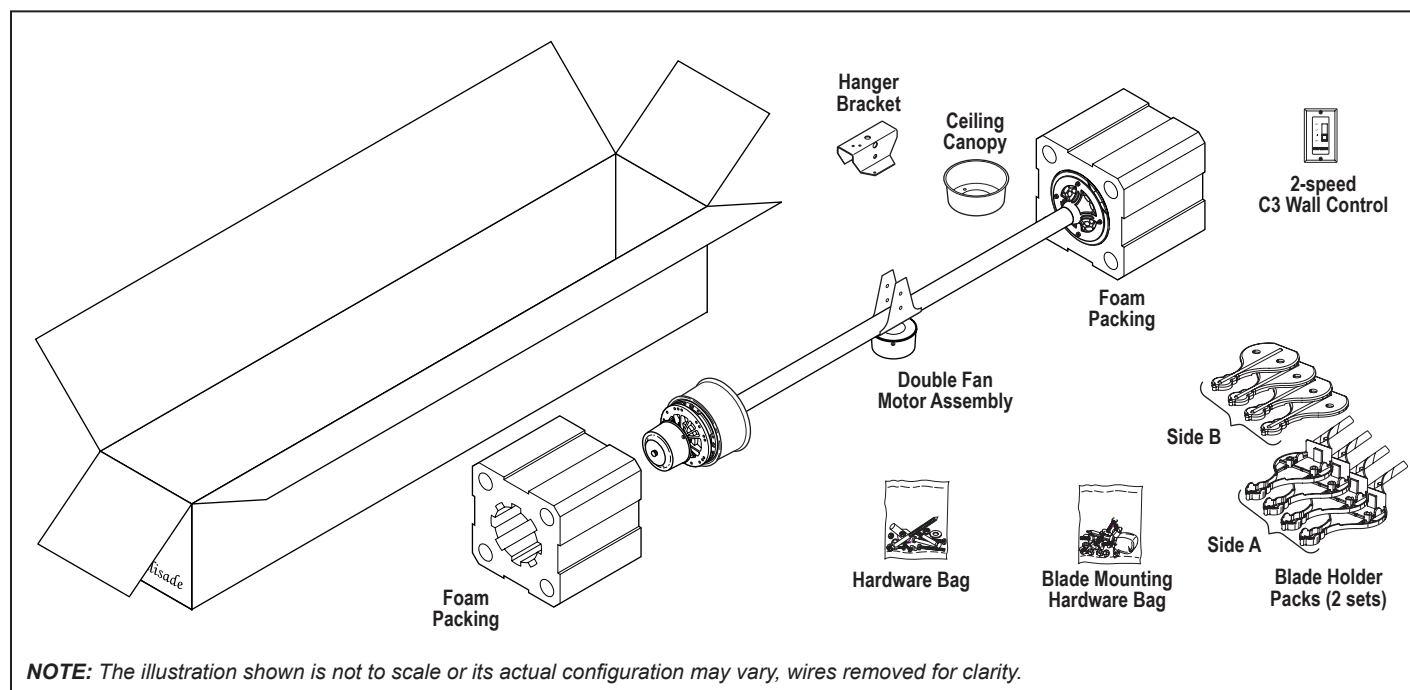
⚠ WARNING

Do not install or use fan if any part is damaged or missing. This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Fanimation. Substitution of parts or accessories not designated for use with this product by Fanimation could result in personal injury or property damage. Contact your retail store for missing or damaged parts.

1. Check to see that you have received the following parts:

NOTE: If you are uncertain of part description, refer to exploded view illustration. (Figure 14, page 13)

NOTE: An extension pole is required for installation. Extension poles must be purchased seperately.

- Double Fan Motor assembly
- Blade Holder pack containing:
    - Four blade holders (red dot)
    - Four blade holders (white dot)
- Blade Mounting Hardware Bag
    - Sixteen ³⁄₁₆"-24 x ³⁄₈" screws (for use with Side A and Side B of the blade holder)
    - Fanimation screwdriver
- Ceiling Canopy
- Hanger Bracket
- 2-speed, C3 wall control
- Hardware bag:
    - 5″ lag bolt
    - ³⁄₈″ washer
    - ⁵⁄₁₆″ x 2½″ hex bolt
    - ⁵⁄₁₆″ nylon lock nut
    - Two ¼″ x 2″ phillips-head bolts
    - Two ¼″ locking hex nuts
    - Three wire connectors
    - 10-32 x ½″ (16) flywheel screws

Hanger Bracket

Ceiling Canopy

2-speed C3 Wall Control

Foam Packing

Double Fan Motor Assembly

Side B

Foam Packing

Hardware Bag

Blade Mounting Hardware Bag

Side A

Blade Holder Packs (2 sets)

NOTE: The illustration shown is not to scale or its actual configuration may vary, wires removed for clarity.

How to Put Your Ceiling Fan Together

1. Prior to assembly, set aside and save the hardware bags packed in the parts carton.
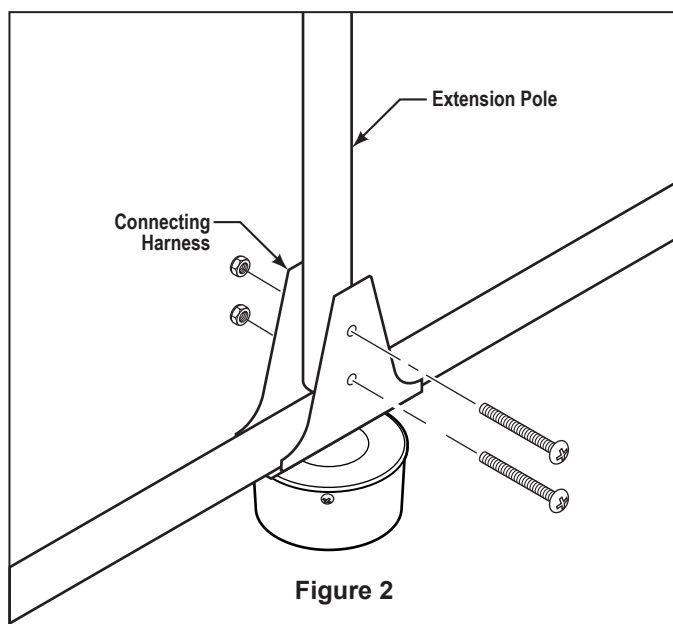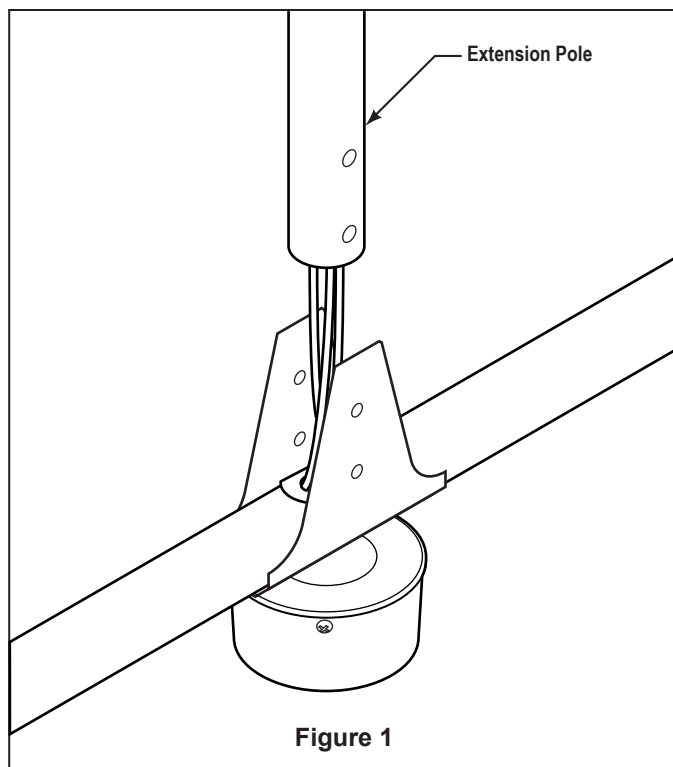
NOTE: An extension pole is required for installation. Extension poles must be purchased seperately.

2. Separate and untwist the three motor leads. Route the motor leads through the bottom end of the extension pole as shown (Figure 1).

3. Position the bottom end of the extension pole inside the connecting harness located at the center of the double fan motor assembly. Connect the extension pole to the connecting harness using the 2 black 1/4" x 2" phillips head bolts and locking nuts. Securely tighten both bolt and nut sets (Figure 2).

4. The fan comes with blue, black and white leads. Before installing fan, measure up approximately 6-9 inches above the top of the extension pole. Cut off excess wire and strip back insulation 1/2" from end of wire.

5. You have now completed the assembly of your new ceiling fan. You can now proceed with the hanging and the electrical wiring of your fan.

INSTALLATION NOTE

Do not connect fan blades until the fan is completely installed. Hanging the fan with blades connected may result in damage to the fan blades.

⚠ WARNING

To reduce the risk of personal injury, do not bend the blade holders when installing, balancing the blades or cleaning the fan. Do not insert foreign objects in between the rotating blades.

Extension Pole

Figure 1

Extension Pole

Connecting Harness

Figure 2

How to Hang Your Ceiling Fan

⚠ WARNING

The hanger bracket must be securely anchored to a structural member and be capable of withstanding a load of at least 100 lbs. The fan must be hung with at least 7' of clearance from floor to blades (Figure 3)

⚠ WARNING

Do not connect fan blades until the fan is completely installed. Hanging fan with blades connected may result in damage to the fan blades.

1. Securely attach the hanger bracket to the ceiling joist or structural member using the 5" lag bolt. The lag bolt will pass through the outlet box and into the supporting member (Fig. 4). You will first drill a 1/4" pilot hole into the supporting member to prevent splitting or cracking.
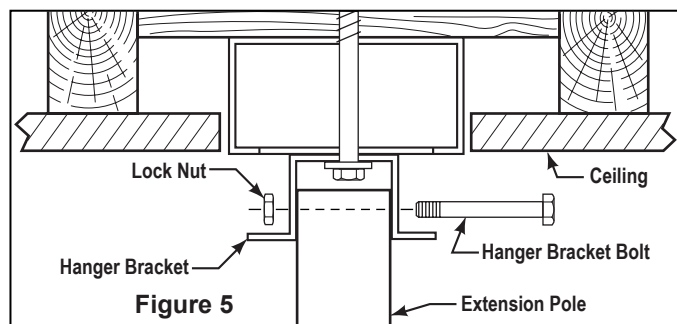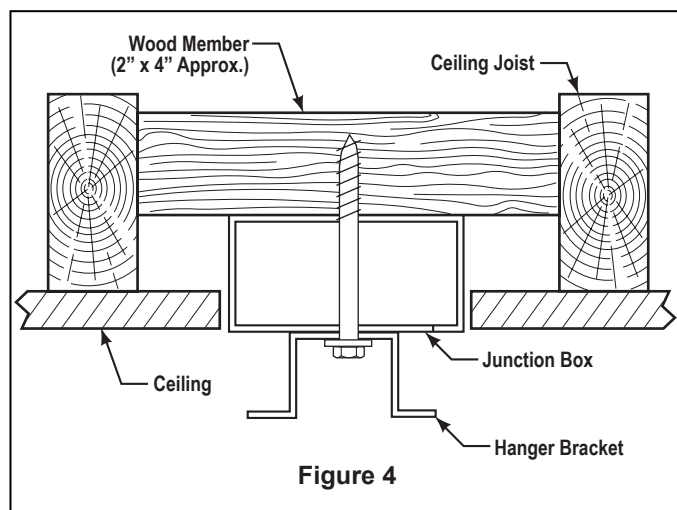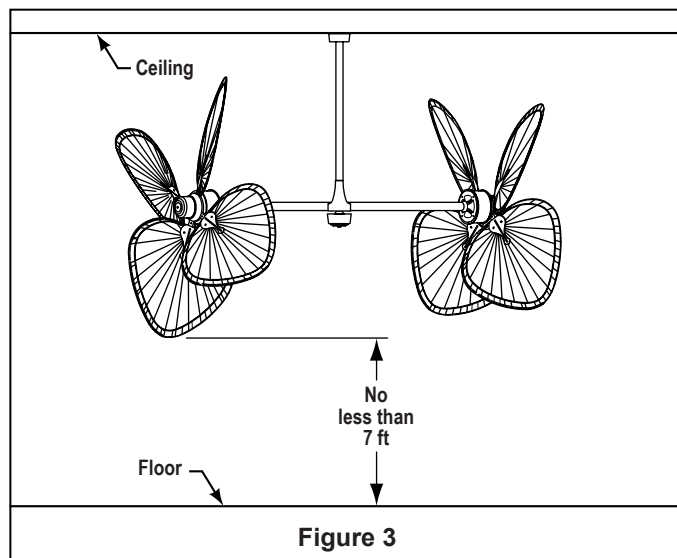
2. Make sure the electrical supply wires, including the hanger bracket grounding wire are pulled through between the hanger bracket and the junction box so that electrical connections can be made later.

3. Carefully place the ceiling canopy over the extension pole so that it may be attached after hanging and wiring the fan.

4. Carefully lift the double motor assembly and extension pole and place the extension pole into the hanger bracket and secure with the 5/16" x 2-1/2" hanger bracket bolt and locking hex nut provided (Figure 5).

⚠ WARNING

To avoid possible shock, do not pinch wires between the extension pole and the hanger bracket.

Ceiling
No less than 7 ft
Floor

Figure 3

Wood Member (2" x 4" Approx.)
Ceiling Joist
Ceiling
Junction Box
Hanger Bracket

Figure 4

Lock Nut
Ceiling
Hanger Bracket
Hanger Bracket Bolt
Extension Pole

Figure 5

Electrical Requirements

Your new ceiling fan will require a grounded electrical supply line of 120 volts AC, 60 Hz, 15 amp circuit. The outlet box must be securely anchored and capable of withstanding a load of at least 100 lbs.

⚠ WARNING

To reduce the risk of fire, electrical shock, or personal injury, mount fan to outlet box marked acceptable for fan support, and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

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f your fan is to replace an existing light fixture, turn electricity off at the main fuse box at this time and remove the existing light fixture.

⚠ WARNING

Turning off wall switch is not sufficent. To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring. All wiring must be in accordance with National and Local codes and the ceiling fan must be properly grounded as a precaution against possible electrical shock.

⚠ WARNING

To avoid fire or shock, follow all wiring instructions carefully. Any electrical work not described in these instructions should be done or approved by a licensed electrician.

DAMP LOCATION CEILING FAN: If you have purchased a Damp Location Ceiling Fan, you may only use light kits marked suitable for use in damp locations.

Wiring and Control Options

Please choose one of the following options and proceed to the page as indicated.

1. Standard 4-position, 2-speed, fan-only C3 wall control, see page 8.

2. Optional fan & light slide wall control (C6). Please see instructions provided with control.

NOTE: If you are using a Fanimation Light Fixture with your fan, see Ceiling Fan Light Kit Installation Instructions (packed with light kit) for wiring.

How to Wire Your Ceiling Fan

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

⚠ WARNING

To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring. Note: 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.

1. Run the blue, black and white fan wires through the wiring hole in the side of the hanger bracket to allow for electrical connections.
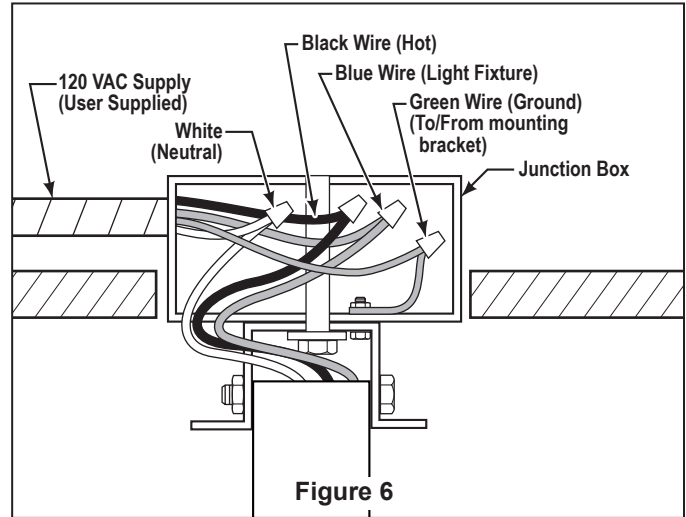
2. Connect the green grounding wire from the hanger bracket to the grounding wire from the outlet box (this may be a bare wire or a wire with green insulation). Securely connect these two wires with wire connectors supplied with your fan.

3. Securely connect the white wire from the fan motor to the white supply (neutral) wire using wire connector supplied (Fig. 5). Securely connect the black fan motor wire and blue wire to the black supply wire using wire connector supplied (Fig. 6).

NOTE: If you are using a Fanimation Light Fixture with your fan, see Ceiling Fan Light Kit Installation Instructions for wiring.

INSTALLATION NOTE

If separate control of light fixture (optional) is desired, a separate switch leg from the outlet box is required. In this instance the blue wire from the fan will be connected to the light switch leg (typically red wire)

Figure 6

4. After connections have been made, turn leads upward and carefully push leads into the outlet box, with the white and green leads to one side of the box and the black and blue leads towards the other side.

5. After all electrical connections are made, secure the ceiling canopy to the hanger bracket with the screws provided (screws are packed already attached to the hanger bracket).

6. Prior to attaching blades, check to see that all connections are tight, including switch caps located on ends of motors and below the connecting harness.

⚠ WARNING

Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire. Do not operate fan until the blades is in place. Noise and fan damage could result.

How to Wire Your Ceiling Fan - C3 Wall Control

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

NOTE: If fan or supply wires are different colors than indicated, have this unit installed by a qualified electrician.

1. Complete steps 1 thru 6 "How to Wire Your Ceiling Fan" from page 7.
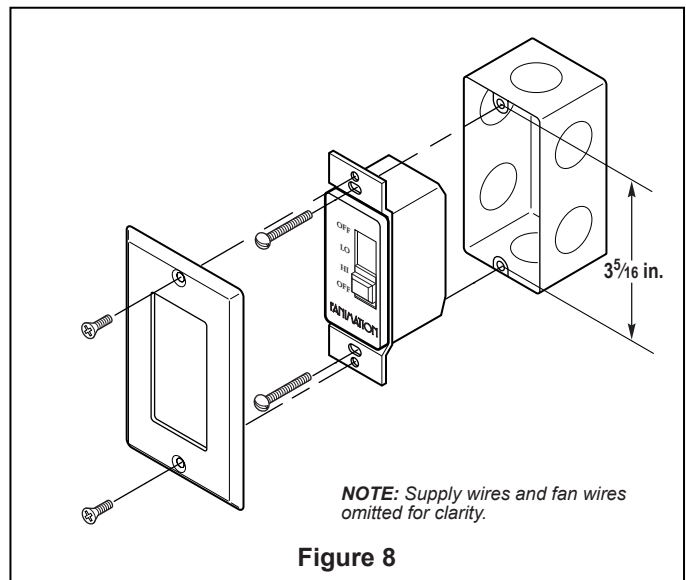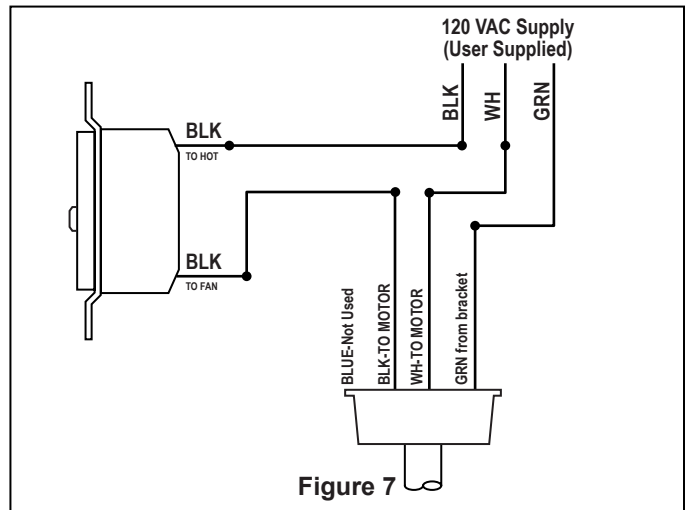
2. Installing Wall Control (Figures 7 & 8):
 • With electrical power still disconnected, remove the existing wall plate and switch.
 • Make wiring connections with wire nuts as shown in Figure 7.
   – One black wire from wall control unit to black (hot supply).
   – One black wire from wall control unit to black wire leading to ceiling outlet box.
 • Attach wall control unit to outlet box using the two 6-32 screws provided.
 • Attach wall plate to the switch control front using the two small screws provided.
 • Restore electrical power.

> ### ⚠ WARNING
> **To avoid possible fire or shock, make sure that the electrical wires are completely inside the outlet box and not pinched between the wall plate and the wall.**

> ### ⚠ WARNING
> **Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire. Do not operate fan until the blades is in place. Noise and fan damage could result.**
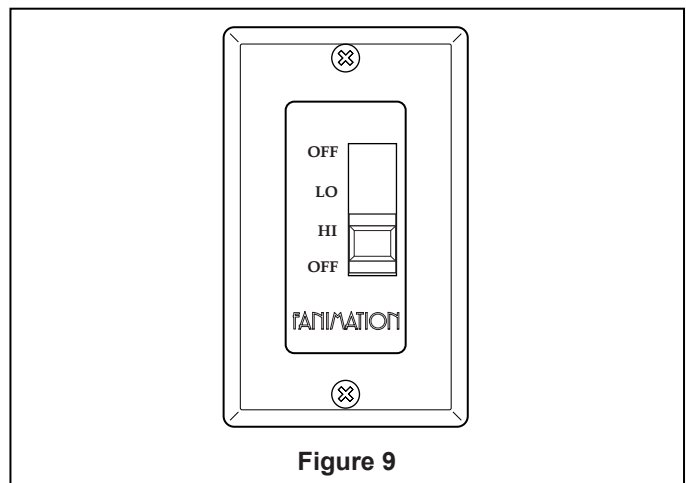
Figure 7

Figure 8

NOTE: Supply wires and fan wires omitted for clarity.

Operating Instructions - C3 Wall Control

1. Operating & Using Wall Control (Figure 9):

2. Check the operation of the fan by moving the slide switch on the wall control to low and then to high.

   • OFF Switch – fan off
   • LO Slide Switch – low fan speed
   • HI Slide Switch – hi fan speed
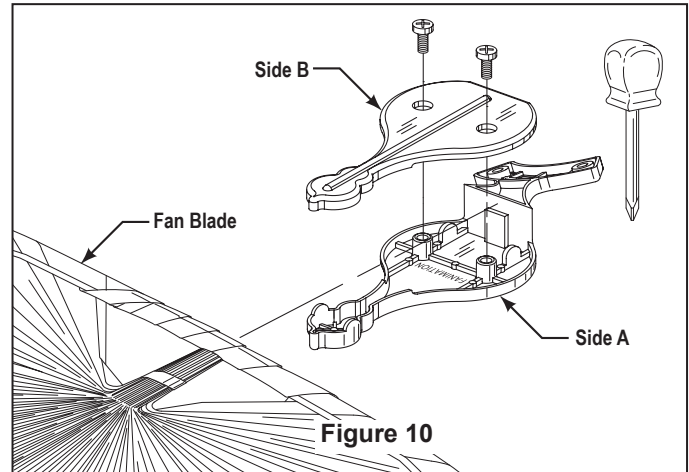   • OFF Switch – fan off

Figure 9

Mounting the Fan Blades

You will find the fan blade set packed in its own carton and the blade holders and hardware bag in the small hardware box in the fan box (FP220). The hardware bag for the blade holders consists of 16 screws and a Phillips head screwdriver.

1. Lay side "A" of the blade holder on a flat surface with the inside of the blade holder facing up. This is the side with the threaded posts and pitched foot.
2. Position the palm leaf, or the woven bamboo blade over the blade holder with the threaded posts showing. Make sure the bottom edge of the blade is fully seated against the blade holder.
3. Place side "B" of the blade holder on top of the blade, positioning the holes over the threaded posts.
4. With a Philips screwdriver, thread both screws into the posts but do not fully tighten.
5. Prior to final tightening, position the centerline of the blade holder with the center of the end of the blade.
6. Tighten both screws to secure the blade. (Figure 10)

Figure 10

NOTE: Use screws provided in the blade mounting hardware bag only. (This bag includes the blue Fanimation screwdriver.)

Blade Attachment

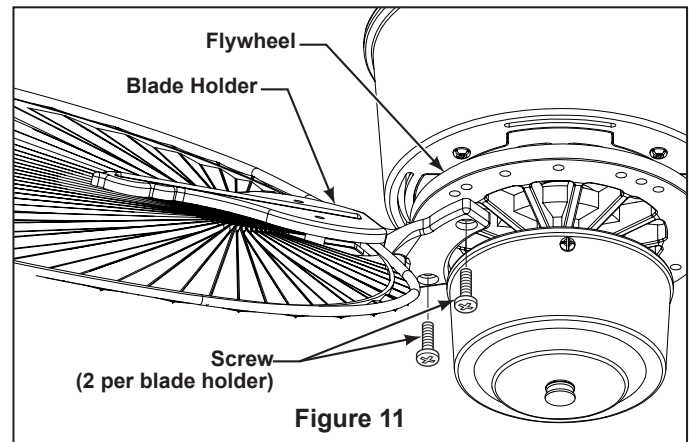**1.** Blade holders come packed in two different bundles, one set has blades marked with a red dot (4 pcs.) and one set has blades marked with white dot (4 pcs.). These colored dots indicate which motor to attach those blade holders to.

2. Using the 10-32 x 1/2" machine screws attach the blade holders to the corresponding rubber flywheel which also will be marked with a white or a red dot.

NOTE: When attaching blade holders to the rubber flywheel use the threaded holes marked with the number 4 (#4 holes are also marked with the square outline).

3. Make sure the screws securing the blade holders to the flywheel are tight and that the blade holders are properly seated on the flywheel (Figure 11).

Figure 11

Maintenance

Periodic cleaning of your new ceiling fan is the only maintenance that is needed.
When cleaning, use only a soft brush or lint free cloth to avoid scratching the finish.
Abrasive cleaning agents are not required and should be avoided to prevent damage to finish.

Blade Cleaning

Periodic light dusting of the Palm Leaf and Woven Bamboo blades is recommended. A feather duster will work best.

Avoid using water, cleansers, or harsh rags, which can warp and tear the blades.
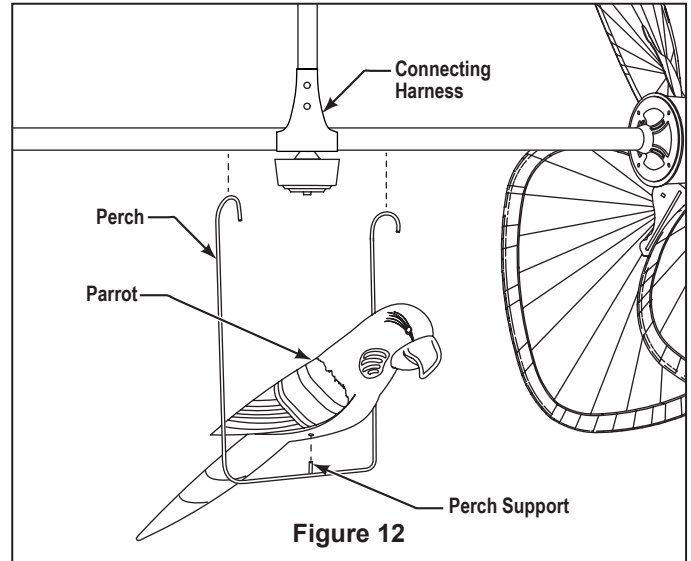
Mounting the Multi-Colored Parrot (Optional)

You will find the parrot and the perch in its own package (P38).

INSTALLATION NOTE

Do not hang the perch with the parrot while fan is operating. Personal injury may result and/or damage to the fan blades.

1. Hang the perch so that it is centered under the connecting harness.

2. Position the parrot on the perch support as shown (Figure 12).

Figure 12

Mounting the Filligree (Optional)

You will find the filligree and the hardware in its own package (FL_ _).

INSTALLATION NOTE

Do not fasten the filligree while fan is operating. Personal injury may result and/or damage to the fan blades.

1. Attach foam pads as shown (Figure 13).
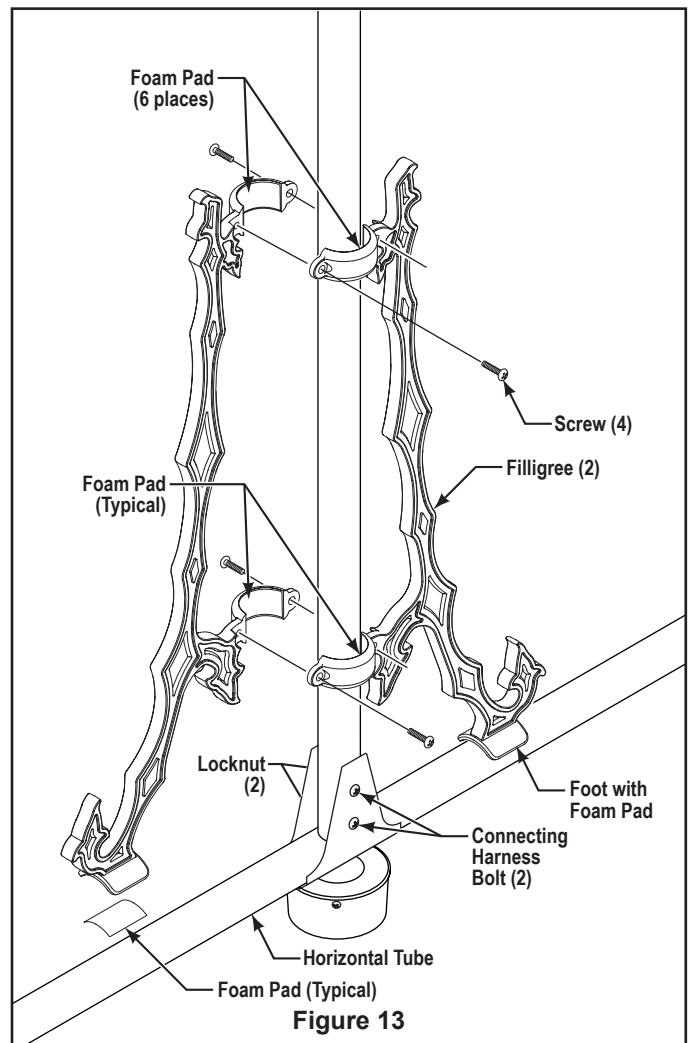
NOTE: Pads may already be attached.

2. Insert two screws through the mounting bracket holes in the filligree pieces and secure to the extension pole. Do not over tighten the screws.

3. Repeat this process for the bottom holes (Figure 13).

NOTE: The foot of the filligree rests on the top of the horizontal tube.

INSTALLATION NOTE

If one of the filligree feet does not touch the horizontal tube. Loosen the connecting harness bolts and locknuts, and adjust the horizontal tube so that both filligree feet touch the tube.

Figure 13

Trouble Shooting

Trouble	Probable Cause	Suggested Remedy
1. FAN WILL NOT START	**1.** Fuse or circuit breaker blown.	**1.** Check main and branch circuit fuses or circuit breakers.
	2. Loose power line connections to the fan, or loose switch wire connections in the switch housing.	**2.** Check line wire connections to fan and switch wire connections in the switch housings.
		CAUTION: Make sure main power is turned off !
2. FAN SOUNDS NOISY	**1.** Blades not attached to fan.	**1.** Attach blades to fan before operating.
	2. Loose screws in motor housing.	**2.** Check to make sure all screws in motor housing are snug (not over-tight).
	3. Screws securing fan blade holders to motor flywheel are loose.	**3.** Check to make sure the screws which attach the fan blade holders to the motor flywheel are tight.
	4. Wire connectors inside housing rattling.	**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.
		CAUTION: Make sure main power is turned off !
	5. Motor noise caused by solid state variable speed control.	**5.** Some fan motors are sensitive to signals from solid-state variable speed controls. Solid-state controls are not recommended, choose an alternative control method.
	6. Screws holding blades to blade holders are loose.	**6.** Tighten screws securely.
	7. Rubber flywheel set screw loose.	**7.** Tighten set screw securely.
3. FAN WOBBLES EXCESSIVELY	**1.** Hanger bracket bolt holding the extension pole is loose.	**1.** Tighten hanger bracket bolt.
	2. Bolts holding the connecting harness to the extension pole are loose.	**2.** Tighten bolts holding connecting harness to the extension pole.
	3. Screws securing fan blade holders to flywheel are loose.	**3.** Check to be sure screws which attach the fan blade holders to the flywheel are tight.
	4. Blade holders not seated properly.	**4.** Check to be sure the fan blade holders seat firmly and uniformly to the surface of the flywheel. If holders are seated incorrectly, loosen the screws and retighten.
	5. Hanger bracket is not rigidly secured to a structural member.	**5.** Check to see that the hanger bracket is secured to a structural member with the 5" lag bolt. The hanger bracket must be securely anchored and should not have any movement.
	6. Fan blades out of balance.	**6.** Interchanging an adjacent blade pair can redistribute the weight and result in a smoother operation. A heavy blade can also be identified by turning off the fan and seeing if one blade on one or both sides quickly drops to the down position. Trade out this blade with an adjacent blade or one of the complementary blades shipped in the blade set box.

Parts List
Model #FP220

Ref. No.	Description	Part #
1	Hanger Bracket	P822✶✶
2	Ceiling Canopy	
3	Ceiling Canopy Screws (2)	
4	Double Fan Motor Assembly	FP220✶✶
5	*Blade Holder Pack Containing (Eight-2 Pc):*	P40DCBH✶✶
	Red (Four-2 pc holders)	
	White (Four-2 pc holders)	
6	Extension Pole (purchased seperately)	EP✶-✶✶
	Hardware Bag Containing:	HDWFP220✶✶
7	2½″ x ⁵⁄₁₆″–18 Hanger Bracket Bolt	
8	⁵⁄₁₆″–18 Nylon Lock Nut	
9	⅜″ x 5″ Lag Bolt	
10	⅜″ Washer	
11	Flywheel Screws (16)	
12	¼″–20 x 2″ Connecting Harness Bolt (2)	
13	¼″–20 Nylon Lock Nut, Black (2)	
14	Wire Connectors (3)	
	Blade Mounting Hardware Bag Containing:	BMH220✶✶
15	³⁄₁₆″–24 x ⅜″ Phillips Screws (16 pc)	
16	Phillips Screwdriver	

✶*Include Length*
✶✶*Insert FINISH CODES (Refer to fan model number located on fan motor assembly)*

Before discarding packaging materials, be certain all parts have been removed

How to Order Parts

When ordering repair parts, always give the following information:

- Part Number
- Part Description
- Ceiling Fan Model Number

Contact your retail store for repair parts.
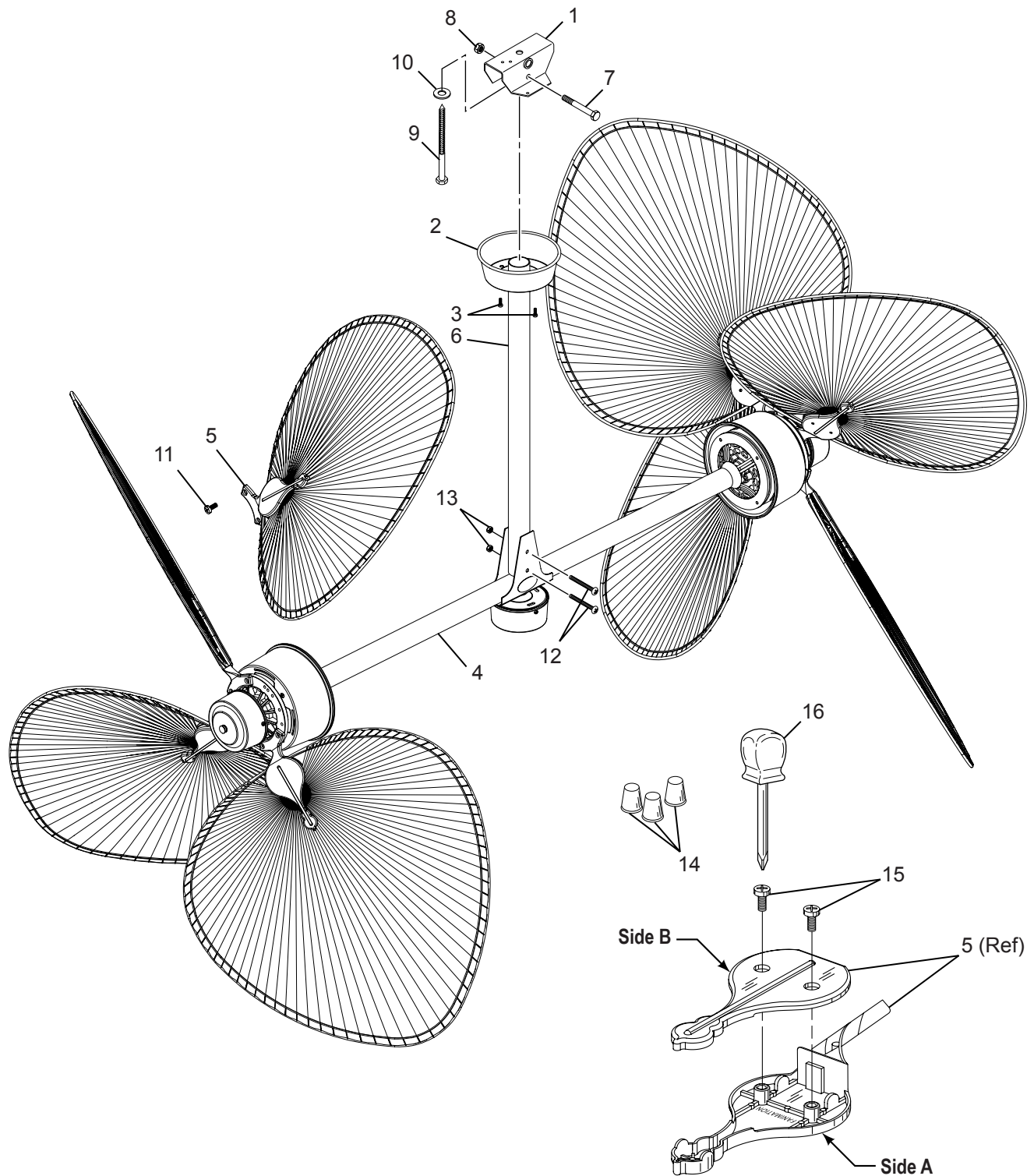
The Palisade® FP220
Exploded-View

Figure 14

NOTE: The illustration shown is not to scale or its actual configuration may vary, wires omitted for clarity.

FANIMATION

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