

# PARTS & ASSEMBLY SHEET

Fixture Name: Madera 1821-SF BI

This fixture assembled PO:	Date:
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**Notice:** Please review the parts listing and check for all parts before assembling the fixture. If any parts are missing or damaged, please note on this sheet and contact the place of purchase to arrange for replacement parts.

	CT	Company Name:Co. Account #:					
PARTS LI	121	to be filled out by retailer					
Mounting strap (circular)		Wire connecto	ors		Deco nut		
1ea @4"		4ea P3 Orang	е		2ea 12mm		
Canopy		Junction box screw			Тор Іоор		
1ea @5-1/2"X1-1/4"		2ea 8/32" x 1"		1	1ea 53 x 56mm	ונ	
Chain		Mounting scre	•W		Canopy loop with Collar		
1ea 6ft x3.8mm		2ea 8/32" x 22"			2ea @3/8 x 40m	nm x 5mm	
Chain connector		Hex nut			Nipple		
2ea @3X38mm		2ea/1ea @3/8 x 3mm/ @3/8 x 5mm			1ea @3/8 x 50mm		
Mounting strap	0000						
w/ ground screw 1ea 3/4"X4"							
Part Needed					Quantit	У	
Part Needed					Quantity	у	
Reason why Comments	(missing, scratched, broken glass, bent, bad finish)						

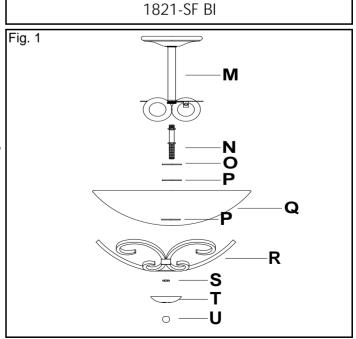
#### FIXTURE ASSEMBLY INSTRUCTIONS

Read and review installation instruction sheet before assembling the fixture.

#### ASSEMBLING THE FIXTURE as Semi flush (Fig. 1)

- 1. Thread the Stem With Hex Nut (N) into the bottom coupling of the Fixture body (M) until tight.
- 2. Slide the Flat Washer (O), Rubber Washer (P), Glass shade (Q), Rubber Washer (P) and Frame (R) over the Stem With Hex Nut (N), secure in place with the Hex nut (R). Slide the Bottom cap (T) over the Stem With Hex Nut (S), secure in place with the Finial (U).
- 3. Install the light bulbs in accordance with the fixture's specifications.

(DO NOT EXCEED MAXIMUM WATTAGE RATING)



For Customer Service, contact the place of purchase to arrange for replacement parts.

# PARTS & ASSEMBLY SHEET

Fixture Name: Pemberly Court 1821-SFBI

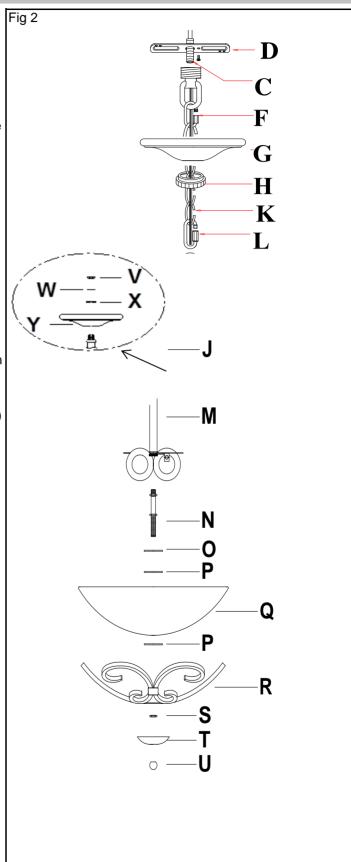
#### **ASSEMBLING THE FIXTURE as Chain hung (Fig.2)**

- 1. Unscrew the Hex Nut (V), then take off the small lock washer (W), flat washer (X) and canopy (Y).
- 2. Feed the fixture wires through the Top loop (J) and pull the wires until taut.
- 3. Then screw the Top Loop (J) to the threaded center of fixture body (M) until tight.
- 4. By measuring determine correct number of links needed for proper hanging height. Use a pair of pliers to open one link of the Chain (K) then remove the excess Chain (K) and discard it.
- 5. Use one chain connector (L) to attach one end of the chain to the Top loop (J) and close the chain connector.
- 6. Feed the fixture wires through the Chain (every three links) and pull the wires until taut.
- 7. Slip Canopy loop collar (H) over the chain, then do the same with the canopy (G).
- 8. When ready to complete the installation Use the other chain connector and attach the other end of the chain to the canopy loop (F) and close the chain connector.
- 9. Make sure the weight of the chandelier will be supported by the chain-not the electrical wire.

Note: Complete these remaining steps after the fixture is hung.

- 11. Thread the Stem With Hex Nut (N) into the bottom coupling of the fixtur body (M) until tight.
- 12.Slide the Flat Washer (O), Rubber Washer (P), Glass shade (Q), Rubber Washer (P) and frame (R) over the Stem With Hex Nut (N), secure in place with the Hex nut (S). Slide the Bottom cap (T) over the Stem With Hex Nut (N), secure in place with the Finial (U).
- 13. Install the light bulbs in accordance with the fixture's specifications.

(DO NOT EXCEED MAXIMUM WATTAGE RATING)





# **INSTALLATION INSTRUCTIONS**

Fixture Name: Madera 1821-SF BI

For Semi Flush / Convertible Light Fixture

#### WARNING! SHUT OFF POWER AT FUSE OR CIRCUIT BREAKER.

#### HANGING THE FIXTURE as Semi Flush (Fig. 1)

- 1. Carefully remove the new fixture from the carton and the yellow bag that holds all your parts. Check that all parts are included as shown in the illustration and parts list.
- 2. Shut off power at the circuit breaker and remove the old fixture from wall, including the old mounting strap.
- 3. The Mounting Strap (B) contains several pairs of threaded holes. Find the pair of holes that matches the holes spacing in your Canopy (F) and thread the two Mounting Screws (A) into the Mounting Strap (B). Secure in place with Hex nuts (D).
- 4. Place the Mounting Strap (B) over the junction box so the Mounting Screws (A) will have their threaded ends protrude through the two holes in the canopy (F).
- 5. Attach the Mounting Strap (B) to the junction box by using the two Mounting Screws (C). Tighten the screws securely.

#### **CONNECTING THE WIRES (Fig. 2)**

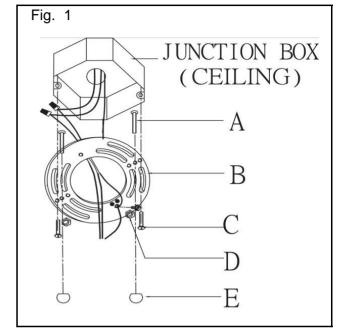
- 6. Take the black wire from the ceiling junction box and the smooth wire leg from the fixture and twist bare ends together. Twist wire connector onto end of wires until snug.
- 7. Repeat same process with white junction box wire and ribbed wire of fixture.

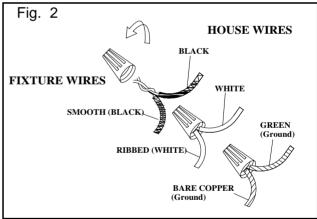
**NOTE:** Twist wires together in the same direction you twist the wire connector onto wires.

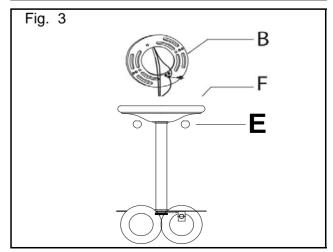
- 8. If your junction box has a grounding wire (green or bare copper), attach this wire and the bare copper wire from the fixture together as in step 7. If junction box has no ground wire, attach the bare copper fixture wire to the junction box with a screw.
- 9. Tuck these wire connections neatly into the junction box.

#### FINISHING THE INSTALLATION (Fig. 3)

- 10. Place the fixture's Canopy (F) over the Mounting Strap (B) and over the Mounting Screws (A). Adjust the fixture canopy until the Mounting Screws (A) protrude out from the canopy. Secure the fixture against the ceiling by threading the Decorative Nuts (E) on until tight.
- 11. Install the light bulbs and glass shade according to the fixture assembly sheet









### INSTALLATION INSTRUCTIONS

Fixture Name: Madera 1821-SF BI

For Pendant Light Fixture

#### WARNING! SHUT OFF POWER AT FUSE OR CIRCUIT BREAKER.

#### **HANGING THE FIXTURE (Fig.1)**

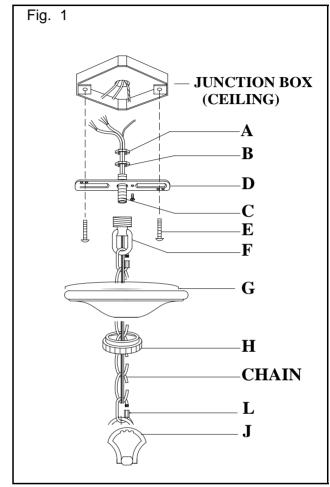
- 1. Carefully remove the new fixture from the carton and the yellow bag that holds all parts. Check that all parts are included as shown in the illustration and parts list.
- 2. Shut off the power at the circuit breaker and remove old fixture from ceiling, including the old mounting strap.
- 3. Thread Nipple(C) into Canopy Loop (F) until snug.
- 4. Thread other end of the Nipple (C) with Canopy Loop attached into Mounting Strap (D).
- 5. Place Lock Washer (B) over end of Nipple (C) protruding through Mounting Strap (D) and thread Hex Nuts (A) onto Nipple until tight.
- 6. Take this mounting strap assembly and mount to ceiling junction box with junction box Screws (E). Tighten screws securely with screw driver.
- 7. Unscrew the Canopy loop collar (H) from the Canopy loop. Take the canopy and pass over the Canopy loop. Approximately one half of the canopy loop exterior threads should be exposed. Adjust until desired height is reached. \*the Canopy loop collar should fit snugly on the Canopy loop after the canopy is installed. Remove Canopy and Canopy lock collar.
- 8. Assemble the fixture and have an assistant or secure support hold the weight of the fixture while you complete the wiring connections.
- 9. Thread the fixture wires and ground wire of the assembled fixture through the canopy loop (F) and nipple (C) and chain (every three links) into the outlet box.

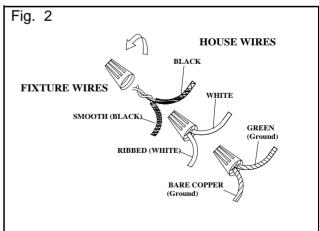
#### **CONNECTING THE WIRES (Fig.2)**

- 10. Attach the power supply wires to the fixture lead wires by connecting BLACK to BLACK (or SMOOTH) and WHITE to WHITE (or RIBBED).
- 11. Attach the GROUND wire (GREEN or COPPER) from the Junction Box and the fixture Ground wire to the green Ground Screw on the Mounting Bracket (B) or connect both wires together using the correct size of wire connectors.

NOTE: Twist the wires together in the same direction you twist the wire connector onto the wires.

- 12. Tuck these wire connections neatly into the Junction Box.
- 13. Raise Canopy (G) to the ceiling and secure in place by tightening the Canopy loop collar (H) into the Canopy Loop (F).
- 14. Install the light bulbs and glass shade as per the fixture





YOUR INSTALLATION IS NOW COMPLETE.
RETURN POWER TO THE JUNCTION BOX
AND TEST THE FIXTURE.

For Customer Service, contact the place of purchase to arrange for replacement parts.