

P O T T E R Y B A R N

Paige Chandelier Med

Assembly Instructions

IMPORTANT SAFETY INSTRUCTIONS:

- These instructions are provided for your safety. It is important that they are read carefully and completely before installing fixture.
- **THIS PRODUCT MUST BE INSTALLED IN ACCORDANCE WITH THE APPLICABLE INSTALLATION CODES BY A PERSON FAMILIAR WITH THE CONSTRUCTION AND OPERATION OF THE PRODUCT AND THE HAZARDS INVOLVED.**
- We strongly recommend that a professional electrician install all direct wire fixtures.
- This fixture has been rated for up to **(5) 40-watt maximum E12 Type B (not included)**. To avoid the risk of fire, do not exceed the recommended wattage.
- The lighting fixture is meant for indoor use, DRY LOCATIONS ONLY. It must be connected only to 3-wire, single-phase electrical supply systems (provided with Ground wire or equivalent protection system).
- Save these instructions.

WARNING:

- **THIS LIGHTING FIXTURE CONTAINS LEAD, A CHEMICAL KNOWN TO THE STATE OF CALIFORNIA TO CAUSE CANCER, BIRTH DEFECTS AND OTHER REPRODUCTIVE HARM. WASH HANDS AFTER INSTALLING, HANDLING, CLEANING OR OTHERWISE TOUCHING THIS LIGHT FIXTURE.**

WARNING:

- **To reduce the risk of fire, electrical shock or personal injury, always turn off light fixture and allow it to cool prior to replacing light bulb.**
- **Do not touch bulb when fixture is turned on. Do not look directly at lit bulb.**
- **Keep flammable materials away from lit bulb.**

Pre-assembly:

- For your safety and convenience, assembly by two people is recommended.
- Remove all parts and hardware from box along with any plastic protective packaging. Do not discard any contents until after assembly is complete to avoid accidentally discarding small parts or hardware.

Parts Enclosed:

- A - Fixture (1)
- B - Sockets (5)
- C - Chain (1)
- D - Canopy nut (1)
- E - Hanging loop (1)
- F - Canopy (1)

Hardware Included:

- L - Plastic wire connector (3)
-- include (1) extra.
- M - Mounting screws (3)
-- include (1) extra screw.
- N - Green ground screw (1)

Tools required for assembly:

- Phillips screwdriver
- Electrical tape
- Wire cutters

- G - Cross bar (1)
- H - Threaded tube (1)
- I - Sleeves (5)
- J - Decorative string (5)
- K - Glass drop (1)

To Install:

1. Confirm that the Power is turned OFF:

Make sure that the power to the chandelier junction box is TURNED OFF at the main electrical supply (the service box) by switching off the circuit breaker or fuse to the appropriate circuit. Do not touch the wiring until you confirm that the power is off. Then reconfirm.

2. Determine the Length of the Chain and Cut the Cord:

This chandelier includes more than enough electrical cord for most ceilings. With the help of another person, determine the desired height of the chandelier and use this measurement to mark the corresponding length of chain and electrical cord. If the chain is too long, you can easily adjust the length by separating any of the chain links. We recommend that you adjust the chain to the proper desired length before cutting the electrical cord.

- a) To remove links from the chain: Each chain link includes a split. Use two pairs of pliers to gently bend the link so that the split in the link is widened (use a cloth or folded piece of paper between the pliers and the link to protect the finish of the link during bending). Once the link is “opened”, you can remove the link from the chain and adjust the length of the overall chain length. Hold the end of the chain supporting the chandelier up to the ceiling next to the junction box to confirm that the chandelier will hang at the desired height. If not, add or remove links until it does.
- b) Once the chain is at the proper length and you are happy with the height of the chandelier, use this measurement to determine the length of the cord. The cord as measured from the top of the chandelier should equal the cut length of the chain PLUS about ONE FOOT. The electrical cord should be no less than ONE FOOT longer than the length of the chain. Use wire cutters to cut the cord and discard the remaining cord and chain. Weave the wires through the links of the chain and make sure that the Hanging Loop (E) is connected at the uppermost chain link.

3. Attach the Cross bar Assembly to the Junction Box

Use the two provided mounting screws (M) to secure the crossbar (G) assembly to the junction box. Note if the provided mounting screws (M) fail to fit the threads of the junction box, you will have to obtain the proper size screws from the hardware store. Each of the two screws (M) fits into one of the two long slots located at either end of the crossbar (G) and then into one of the two threaded tabs located at opposing corners of the junction box. Position the crossbar (G) so that the head of the green ground screw (N) faces down towards the floor and then use a screwdriver and the two mounting to secure the crossbar (G) to the junction box. Tighten the screws with a Phillips screwdriver.

4. Attach the Chandelier to the Cross Bar.

Insert the wire of the chandelier through the hole of the hanging loop (E), through the central hole of canopy (F) and then through the threaded tube (H) of the cross bar (G). Pull the end of the chandelier wire into the junction box and then down on either side of the cross bar (G) until the hanging loop (E) reaches the lower end of the threaded tube (H).

Secure the hanging loop (E) to the end of the threaded tube (H) by rotating it clockwise until tight. Note that you may have to separate canopy nut (D) from hanging loop (E) by rotating it counter-clockwise so it and the canopy (F) can be moved downward along the chain (C) and out of the way during the wiring steps.

5. Wire the Fixture within the Junction Box:

- a) Gently pull the wiring down from the junction box. Separate the wires and allow them to hang free. Use the wire strippers to cut about $\frac{3}{4}$ " of insulation from each wire.
- b) Carefully inspect the chandelier's fixture wires. The NEUTRAL FIXTURE WIRE has very fine ridges molded into its plastic covering. The HOT FIXTURE WIRE has a smooth covering. The bare copper wire is the GROUND WIRE.
- c) Attach the GROUND WIRE from the fixture to the GROUND JUNCTION BOX WIRE from the outlet box (usually green or bare wire). Hold the bare ends of the wires to be connected next to each other and insert both ends into a provided plastic wire-connector (L). Rotate the connector clockwise while firmly holding the wires so that both wires twist about each other within the connector and become secured to each other. As a precautionary measure, wrap the entire connection with electrical tape. Be sure that no wire strands are exposed.

NOTE: If your outlet box **DOES NOT** have a GROUND WIRE, be sure to insert the green ground screw (N) into the crossbar (G) facing DOWN, and wrap the fixture's bare ground wire around the ground screw and use a screwdriver to tighten the screw so that the ground wire becomes firmly attached to the cross bar. **IT IS IMPERATIVE THAT THE OUTLET BOX IN YOUR HOME BE PROPERLY GROUNDED!**

- d) Connect the NEUTRAL FIXTURE WIRE to the NEUTRAL JUNCTION BOX WIRE (usually white). As before, hold the bare ends of the wires to be connected next to each other and insert both ends into a provided plastic wire-connector (L). Rotate the connector clockwise so that both wires twist about each other within the connector and become secured to each other. Wrap the entire connection with electrical tape.

- e) Connect the HOT FIXTURE WIRE to the HOT JUNCTION BOX WIRE (usually black). As before, hold the bare ends of the wires to be connected next to each other and insert both ends into a provided plastic wire-connector (L). Rotate the connector clockwise so that both wires twist about each other within the connector and become secured to each other. Wrap the entire connection with electrical tape. **DO NOT REVERSE THE HOT AND NEUTRAL CONNECTIONS OR SAFETY WILL BE COMPROMISED!**

- f) Gently tuck the wire connections neatly into the ceiling junction box on either side of the cross bar (G).
- g) Slide the canopy (F) up along the chain so that the central opening is received by the threaded portion of the hanging loop (E). The hanging loop should now reside below the canopy and the upper rim of the canopy should be in contact with the ceiling surface covering the junction box. While holding the canopy firmly in place, position the canopy nut (D) against the hanging loop and rotate the nut clockwise to engage it with the threaded portion of the hanging loop. Do not over tighten this nut. Finger tight should be sufficient to hold the canopy firmly in place.

6. Complete the fixture:

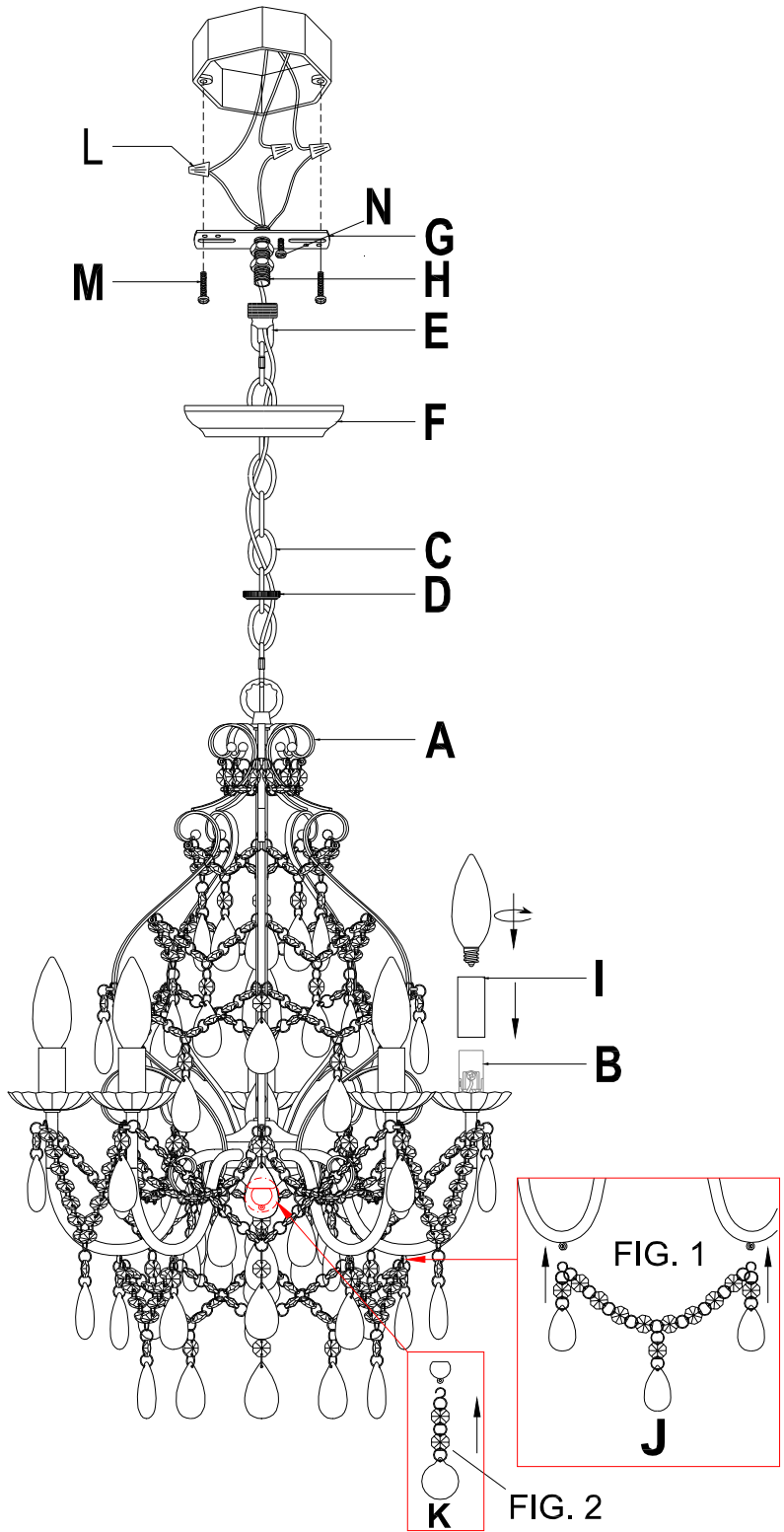
Attach the five decorative strings (J) onto the fixture (A). Use one string between two arms. Then fix the glass drop (K) to the bottom of the fixture (A).

7. Install Bulbs and Turn the Power Back ON:

This fixture has been rated for up to **(5) 40-Watt maximum E12 Type B** standard incandescent light bulb (not included). Place the five sleeves (I) on to cover sockets (B). Install the bulbs.

Restore power to junction box and test the operation of the fixture.

8. Installation is complete.



Care Instructions:

- Wipe with soft dry cloth for daily cleaning.
- Always avoid the use of harsh chemicals or abrasives as they may damage the finish.

Thank you for your purchase

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