

# Assembly Instructions: 3602-3LP (Duncan)

CHAIN & ROD - INSTALLATION

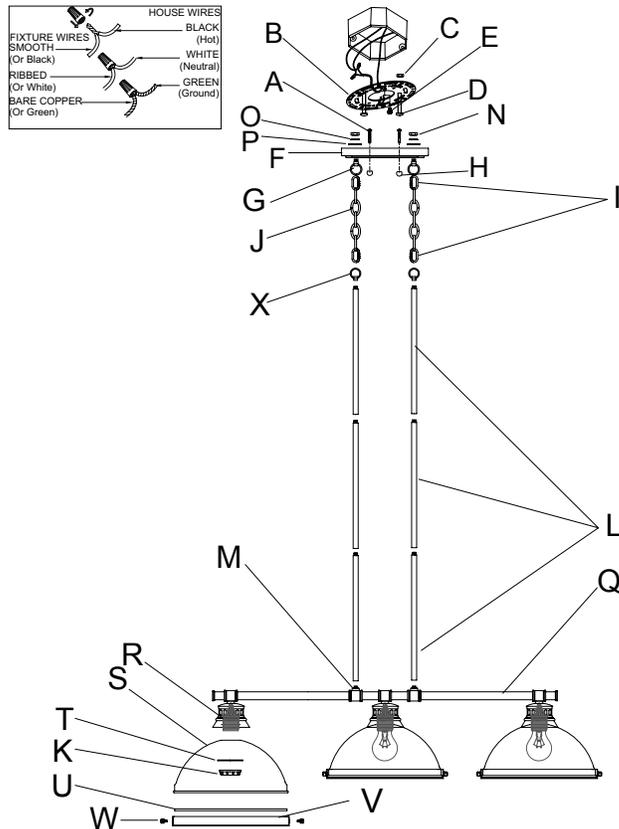
## IMPORTANT:

- ALL INSTALLATION WORK SHOULD BE DONE BY ACCREDITED PROFESSIONAL.
- SHUT OFF POWER SUPPLY AT FUSE OR CIRCUIT BREAKER!
- USE ONLY THE SPECIFIED BULBS. DO NOT EXCEED THE MAXIMUM WATTAGE!

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

## PLEASE NOTE:

Fixture may be mounted with chain & rod or as a rod only fixture. Please decide how you would like the fixture to be hung and follow the corresponding instructions.



## 1. PREPARING FOR INSTALLATION

Remove all of the contents from the carton. See the important notes above. Shut off the power at the circuit breaker and completely remove the old fixture from the ceiling, including the old mounting strap.

From the parts bag remove the mounting strap assembly. Mounting strap (B) contains threaded holes. Two of mounting screws (A) should be attached to mounting strap (B). You may need to tighten nuts (C) that hold these screws in place. Place mounting strap (B) over the junction box so that mounting screws (A) are vertical, and in alignment with the hole locations on the fixture's canopy (F). Secure mounting strap (B) to the junction box with mounting screws (D) and a screwdriver. Tighten the screws securely. Secure canopy loop (G) to the canopy by tightening hex nut (N) over spacers (O and P).

## 2. ASSEMBLING THE FIXTURE

Rods (L) are on the fixture's wires, but not connected to the fixture. By measuring, determine the correct number of rods needed for proper hanging height. There are 3 optional 12 inch rods (L) included. To lengthen the fixture, add additional rods. If additional rods are needed, contact the place of purchase to order. To shorten the fixture, trim the wires to the desired length adding at least 8 to 10 inches of wire to the desired length. Slide any excess rods off the fixture's wires to discard. Thread the wires through the rods and pull the wires until taut before threading the rods together. Thread bottom rod (L) onto post (M) at the top of the fixture's body (Q). Twist the top rod (L) onto the threads of top loop (X). Pull the fixture's wires through top loop (X). The fixture includes 1 foot of chain. By measuring, determine the correct number of chain links needed for proper hanging height. If necessary, use a pair of pliers to open and remove any excess chain (J). Attach one chain connector (I) to each end of chain (J). Connect one chain connector to top loop (X) Twist the side lock to secure the chain connector. Feed the fixture's wires up through the chain (every three links or so), pulling the wires until taut. Hook the free chain connector (K) to canopy loop (G) before closing the side lock of the chain connector.

## 3. CONNECTING THE WIRES

Have an assistant support the weight of the fixture while completing the wiring. Attach the fixture's wires to the power supply wires from the junction box. Connect black to black (or smooth); white to white (or ribbed); ground to ground (green or copper). Twist the ends of the wire pairs together, and then twist on a wire connector. Make sure all twists are in the same direction. If there is no ground wire (green or copper) from the junction box, locate ground screw (E) on mounting strap (B) and wrap the fixture's ground wire around the green ground screw (E). Use a screwdriver to secure ground screw (E) onto mounting strap (B). Tuck all wires neatly into the junction box.

## 4. FINISHING THE INSTALLATION

Push canopy (F) up to cover mounting strap (B) so that mounting screws (A) protrude through the holes in canopy (F). Tightly thread deco nuts (H) onto the exposed threads of mounting screws (A).

Hold shades (S) over sockets (R) of the fixture's body (Q) and secure in place with spacers (T) and socket rings (K). Install light bulbs (not provided) in accordance with the fixture's specifications. Do not exceed the maximum wattage.

Place diffusers (U) into metal rings (V). Raise metal rings (V) up beneath shades (S) and twist screws (W) into each screw hole of metal rings (V). Twist until secure.

Your installation is now complete. Turn on the power and test the fixture.

### CLEANING TIPS

Treat the fixture gently! Regular cleaning will reduce the need for deep cleaning. For regular cleaning, turn off the light and wipe down the fixture with a clean lint-free cotton or microfiber cloth. Never spray cleaner directly onto the fixture.

# Assembly Instructions: 3602-3LP (Duncan)

ROD ONLY - INSTALLATION

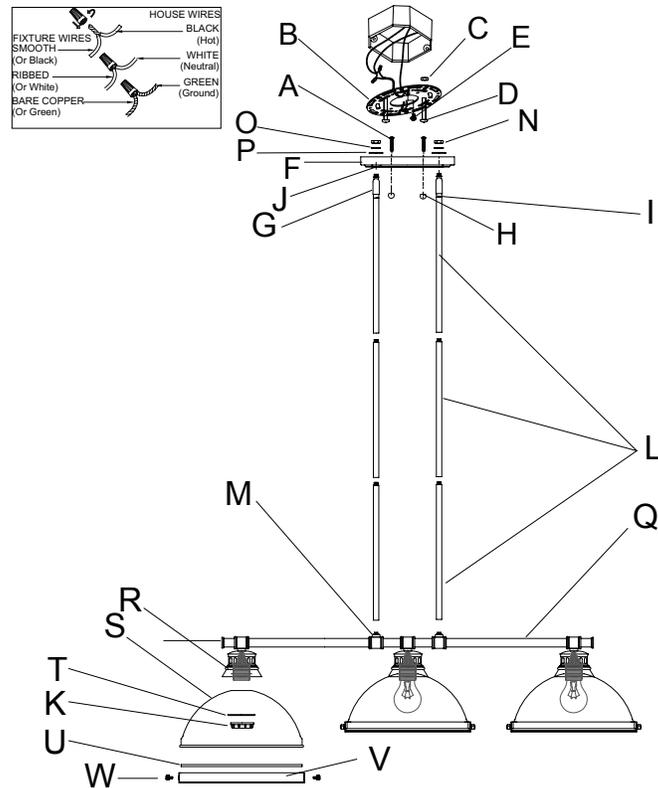
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## PLEASE NOTE:

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## 1. PREPARING FOR INSTALLATION

Carefully remove all of the contents from the carton. See the important notes above. Shut off the power at the circuit breaker and completely remove the old fixture from the ceiling, including the old mounting strap.

From the parts bag remove the mounting strap assembly. Mounting strap (B) contains threaded holes. Two of mounting screws (A) should be attached to mounting strap (B). You may need to tighten nuts (C) that hold these screws in place. Place mounting strap (B) over the junction box so that mounting screws (A) are vertical, and in alignment with the hole locations on the fixture's canopy (F). Secure mounting strap (B) to the junction box with mounting screws (D) and a screwdriver. Tighten the screws securely.

Secure swivel joint (G) to the canopy by tightening hex nut (N) over spacers (O and P).

## 2. ASSEMBLING THE FIXTURE

Rods (L) are on the fixture's wires, but not connected to the fixture. By measuring, determine the correct number of rods needed for proper hanging height. There are 3 optional 12 inch rods (L). To lengthen the fixture, add additional rods. If additional rods are needed, contact the place of purchase to order. To shorten the fixture, trim the wires to the desired length adding at least 8 to 10 inches of wire to the desired length. Slide any excess rods off the fixture's wires to discard. Thread the wires through the rods and pull the wires until taut before threading the rods together. Thread bottom rod (L) onto post (M) at the top of the fixture's body (Q). Twist the top rod (L) onto the threads of swivel post (G) of canopy (F). Lock the rod in place by twisting screw (I). Pull the fixture's wires through the top of canopy (F).

## 3. CONNECTING THE WIRES

Have an assistant support the weight of the fixture while completing the wiring. Attach the fixture's wires to the power supply wires from the junction box. Connect black to black (or smooth); white to white (or ribbed); ground to ground (green or copper). Twist the ends of the wire pairs together, and then twist on a wire connector. Make sure all twists are in the same direction. If there is no ground wire (green or copper) from the junction box, locate ground screw (E) on mounting strap (B) and wrap the fixture's ground wire around the green ground screw (E). Use a screwdriver to secure ground screw (E) onto mounting strap (B). Tuck all wires neatly into the junction box.

## 4. FINISHING THE INSTALLATION

Push canopy (F) up to cover mounting strap (B) so that mounting screws (A) protrude through the holes in canopy (F). Tightly thread deco nuts (H) onto the exposed threads of mounting screws (A).

Hold shades (S) over sockets (R) of the fixture's body (Q) and secure in place with spacers (T) and socket rings (K). Install light bulbs (not provided) in accordance with the fixture's specifications. Do not exceed the maximum wattage.

Place diffusers (U) into metal rings (V). Raise metal rings (V) up beneath shades (S) and twist screws (W) into each screw hole of metal rings (V). Twist until secure.

Your installation is now complete. Turn on the power and test the fixture.

### CLEANING TIPS

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