



# DC Slim

MODERN FAN COMPANY  
Customer Service  
M-F 8am - 4pm (PST)

(ph) 888.588.3267  
www.modernfan.com

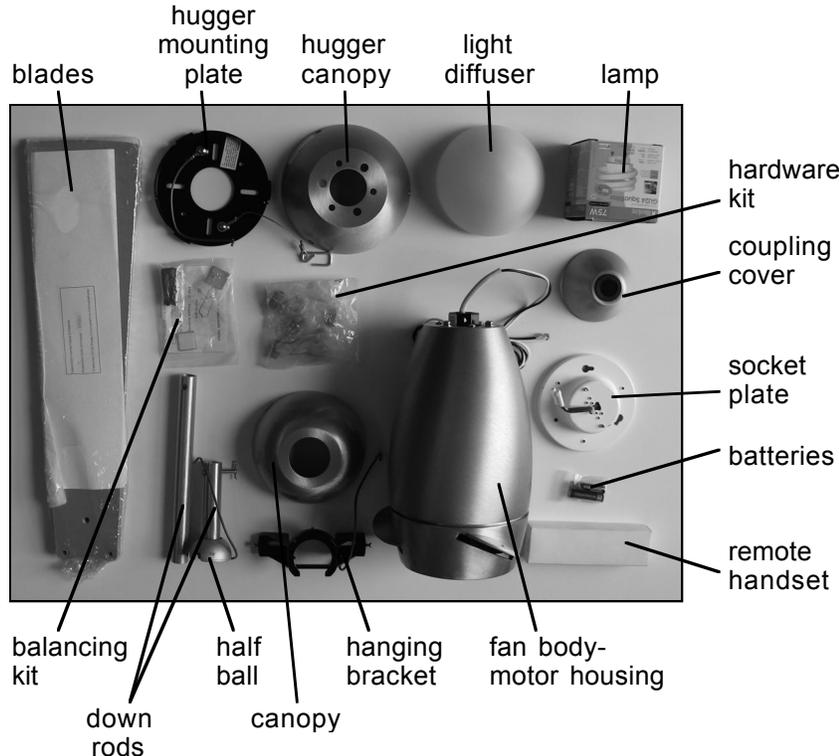
## DC Slim Fan- Installation instructions

Should you have any questions or difficulty installing your new fan, please contact Modern Fan Co. customer service immediately.

**Note:** Power supply must be turned off prior to any contact with electrical wires. It is recommended that a licensed electrician be hired to install your ceiling fan.

**Important:** The DC Slim can only be controlled with the #DCR remote control (included with the fan) in combination with an on/off switch at a wall location. Dimmers, rheostats, fan speed or other controls are not compatible and may not be used with this fan.

(1) Remove and identify contents of carton.

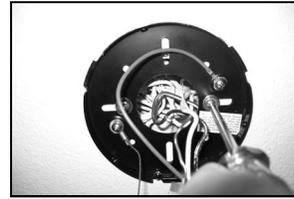


Determine if you will suspend your fan using a down rod or the hugger kit, both of which are included with your fan. The hugger kit is recommended for 8' (eight foot) ceilings, while a down rod is usually better suited for higher ceilings. While building codes require fan blades to be 7' (seven feet) or higher above the floor, a longer down rod will generally improve airflow and efficiency when ceiling heights allow. For hugger installation, proceed to step (2) below. For down rod installation, skip to step (10).

## Installation of fan using hugger kit:

---

(2) Using machine screws and washers from the hardware package or existing screws in junction box, securely attach hugger mounting plate to ceiling junction box.



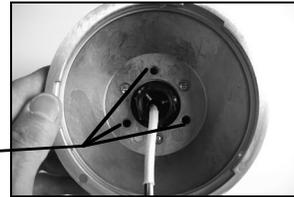
(3) Remove the three larger screws and washers from the top of the fan body/motor housing. Set aside for use in step (5).

three larger screws



(4) Place hugger canopy on top of fan body so that larger holes fit over small screw heads and smaller holes are aligned with open screw holes from step (3).

open screw holes



(5) Using larger screws and washers from step (3), secure hugger canopy to fan body/motor housing.



(6) Using security cable and hook, suspend fan from hugger mounting plate. The suspension hook should be inserted through the open hole on the fan motor coupler.

security cable  
and hook



(7) Using wire nuts included in hardware kit, make wire connections to power supply in junction box: black to hot and white to neutral. Excess wire can be trimmed prior to making connections for easier wire management. **CAUTION:** power must be turned off at switch location or at circuit breaker prior to handling wires. DO NOT perform wire connections with live/hot wires.

(8) Taking care not to pinch, cut or damage wires, lift fan to hugger mounting plate so that tabs and slots are aligned. Rotate fan until the three holes on hugger canopy are aligned with holes on hugger mounting plate. There is a "stop" in place that will guide this alignment.



(9) Insert and firmly tighten three canopy screws from hardware package.

**Note-** Do not tighten down set screws until all three are partly screwed in.

set screw



---

**Skip to step (22) for installation of blades, light kit and operational instructions.**

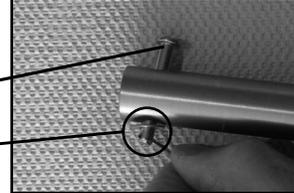
## Installation of fan using a down rod :

(10) Using machine screws and washers from hardware package or existing screws in junction box, securely attach hanging bracket to ceiling junction box.



(11) Remove the cotter pin, washer and stopper pin assembly from the small down rod and set aside for step (14).

stopper pin  
cotter pin & washer



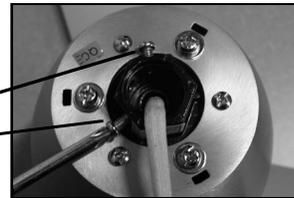
(12) Remove stopper pin and half ball from small down rod by loosening set screw on half ball. Set parts aside for reinstallation in step (17).

stopper pin  
set screw



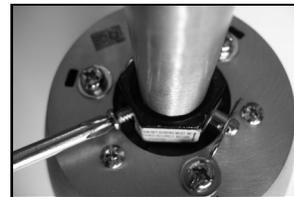
(13) Slightly loosen two screws where down rod is to be installed in step (14).

set screws



(14) Run fan wires through selected down rod. Install stopper pin, cotter pin and washer from step (11) through hole in coupler. Then firmly tighten set screws on fan collar against down rod.

**Note:** If ceiling height allows, using a longer down rod will increase airflow and efficiency.



(15) Slide coupling cover over down rod until seated against fan body, aligning posts on cover with holes on top of fan body/motor housing.



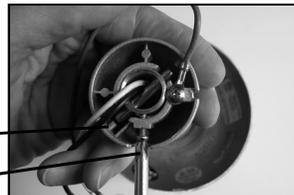
(16) Slide fan canopy over down rod and carefully rest on top of fan body.

canopy



(17) Reinstall half ball from step (12) on end of down rod. Be sure that stopper pin is inserted through down rod and seated in half ball. Tighten set screw against down rod.

stopper pin  
set screw



---

**(18)** Lift fan to ceiling and set half ball in the hanging bracket so that the ridge on the edge of the hanging bracket is seated in the slotted channel in the half ball.

channel and ridge



---

**(19)** With fan safely suspended by bracket and using wire nuts included in hardware kit, make wire connections to power supply in junction box: black to hot and white to neutral. Excess wire can be trimmed prior to making connections for easier wire management.

**CAUTION:** power must be turned off at switch location or at circuit breaker prior to handling wires. DO NOT perform wire connections with live/hot wires.

---

**(20)** Loosen set screws on the sides of the hanging bracket. Lift canopy to ceiling. Align slots on side of canopy with set screws on hanging bracket, rotate canopy and tighten set screws to hold canopy in place. Take care not to pinch or damage wires.

set screw



---

**(21)** If coupler cover is not sitting flat and/or down rod is visibly at an angle to fan body, lift coupler cover to expose set screws in coupler. With stopper pin left in place, back out set screws and carefully adjust until down rod is straight. Tighten and replace cover. Repeat this step if necessary.



## Blade and Light Kit Installation:

---

**(22)** Insert one blade at a time into the rotor slot. Using the flat head screws labeled CENTER BLADE SCREWS in the hardware package, carefully start the screw into the center blade hole location. Do not tighten all the way until you have completed step **(23)** below. Take care not to cross thread the screws.

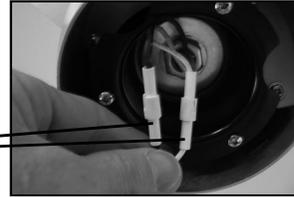


**(23)** Using the pan head screws labeled BLADE SCREWS in the hardware package, attach the inside edge of each blade to the rotor. Do not tighten screws all the way until both inside screws and the outside "CENTER" screw from step **(22)** has been partially started for each blade. Take care not to cross thread the screws.

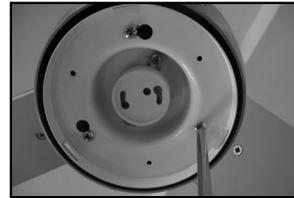


**(24)** Make connections from light socket plate to wire leads coming from the bottom, center of fan body.

snap connectors



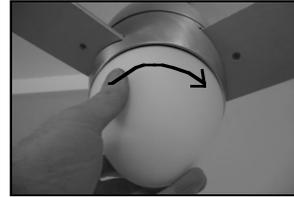
**(25)** Remove one of three screws on underside of fan and loosen the other two. Slip key-hole openings in socket plate over two loosened screws and rotate plate until third hole is aligned. Reinsert third screw and then retighten two remaining screws to secure socket plate.



**(26)** Securely install the 18W GU24 lamp into the socket. The lamp attaches with two pins/posts and a twisting motion.



**(27)** Carefully attach glass diffuser to underside of fan by aligning tabs on socket plate with slots/channels on glass and gently twisting until secure.

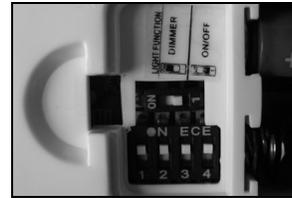


## Operation of fan:

**(28)** Remove battery cover plate from handset and install two AAA batteries.



**(29)** Verify that the “light function” switch is in the “1” position for on/off function only. Because the DC Slim fan ships with a compact fluorescent lamp, the dimming function cannot be used. For programming fans to different frequencies, see step **(31)**.



**(30)** Turn power back on at the wall switch or circuit breaker and test all functions of the fan.

To increase fan speed press and release the “faster” button. To decrease fan speed press and release the “slower” button.

The fan can simply be turned on and off at the previous speed setting using the round “off” button and the light can be turned on and off using the round light bulb icon button.

With the fan running, the “reverse” button will change the fan direction for summer/winter function (airflow upward or downward). Be patient as there is a delay before the fan will begin running in the opposite direction.

Power switched off and then on again at the wall should return fan and light to previous functions/settings.

Fan speeds are indicated by an audible code as follows:

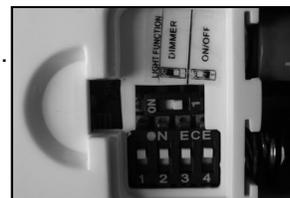
- Slowest Speed - one short beep
- Second Speed - two short beeps
- Third Speed - three short beeps
- Fourth Speed - one long beep
- Fifth Speed - two long beeps
- Fastest Speed - three long beeps

If pressing the “faster” button does not produce an audible code, then the fan is already operating at the fastest speed. If pressing the “slower” button does not produce an audible code, then the fan is already operating at the slowest speed.



**(31)** The DC Slim handset is preset to a default frequency with all four dip switches in the up position. You may want to change the frequency if:

- (a) Other RF signals or appliances are interfering with operation of your ceiling fan.
- (b) You are installing more than one fan in close proximity, and you want to control these fans separately, without cross-interference.



dip switches

To program a new frequency, turn off power to fan at the wall switch or circuit breaker. Locate the dip switches on the remote control handset numbered 1 through 4 as pictured above (under handset battery cover) and carefully select a new combination of switch positions. Within 60 seconds of turning the AC power back on, press and hold down the “fan off” button for five to ten seconds and until you hear an audible beep, signifying that the new frequency has been learned. Test operation to confirm that the handset and fan are synced together. If not, turn power off and begin again.

---

**(32)** The rotor and motor of your fan have been dynamically balanced at the factory. In addition, the blades have been matched to the nearest gram to ensure a well balanced ceiling fan. Furthermore, a blade balancing kit has been included with your fan. Please refer to the instructions packaged with the balancing kit should your fan require additional balancing.

---

**Other Notes and Tips:**

**1)** Due to the electronic nature of the DC Slim fan and its control, it is recommended that power be turned off at the wall location during electrical storms or during long periods of vacancy. This will limit the possibility of damage to the electronic components in the fan control module.

**2)** The DC Slim can only be controlled with the #DCR remote control (which is included with the fan) in combination with an on/off switch at a wall location. No dimmers, rheostats, fan speed or other controls can be used.

**3)** Should you have any questions or difficulty installing your new fan, please contact Modern Fan Co. customer service immediately:

**MODERN FAN CO. / PERIOD ARTS FAN CO.**

**Customer Service**

**M-F 8am - 4pm (PST)**

**(ph) 888-588-3267 or 541-482-8545**

**[www.modernfan.com](http://www.modernfan.com)**

---