

IMPORTANT INSTRUCTIONS - OPERATING MANUAL

LASKO PRODUCTS, INC.
1700 Meacham Boulevard
Fort Worth, Texas 76106

ASSEMBLY OF 12" and 16" OSCILLATING FANS

READ AND SAVE THESE INSTRUCTIONS

READ CAREFULLY BEFORE ATTEMPTING TO ASSEMBLE, INSTALL, OPERATE OR MAINTAIN THE PRODUCT DESCRIBED. PROTECT YOURSELF AND OTHERS BY OBSERVING ALL SAFETY INFORMATION. FAILURE TO COMPLY WITH INSTRUCTIONS COULD RESULT IN PERSONAL INJURY AND/OR PROPERTY DAMAGE!

RETAIN INSTRUCTIONS FOR FUTURE REFERENCE.

This Fan is for residential use only.

It is not intended to be used in commercial or industrial settings.

GENERAL SAFETY INFORMATION

When using electrical appliances, basic precautions should always be followed to reduce the risk of fire, electric shock and injury to persons, including the following:

1. Read all instructions before using Fan.
2. Make certain that the power source conforms to the electrical requirements of the Fan.
3. Use this Fan only as described in this manual. Any other use not recommended by the manufacturer may cause fire, electrical shock, or injury to persons.
4. To reduce the risk of personal injury and electric shock, the Fan should not be played with or placed where small children can reach it.
5. Unplug power cord before installing, servicing, or moving the Fan.

WARNING: DO NOT DEPEND UPON THE ON-OFF SWITCH AS THE SOLE MEANS OF DISCONNECTING POWER WHEN INSTALLING OR SERVICING THE FAN. ALWAYS UNPLUG THE POWER CORD.

6. This Fan must NOT be used in potentially dangerous locations such as flammable, explosive, chemical-laden or wet atmospheres.
7. DO NOT use Fan in or near a window. Rain may create an electrical hazard.
8. Completely assemble Fan, according to instructions, before connecting to power supply.

WARNING: THIS APPLIANCE HAS A POLARIZED PLUG (ONE BLADE IS WIDER THAN THE OTHER). TO REDUCE THE RISK OF ELECTRIC SHOCK, THIS PLUG IS INTENDED TO FIT IN A POLARIZED OUTLET ONLY ONE WAY. MATCH WIDE BLADE OF PLUG TO WIDE SLOT, FULLY INSERT. IF THE PLUG DOES NOT FIT FULLY INTO THE OUTLET, REVERSE THE PLUG. IF IT STILL DOES NOT FIT, CONTACT A QUALIFIED ELECTRICIAN. DO NOT ATTEMPT TO DEFEAT THIS SAFETY FEATURE.

WARNING: THIS PLUG IS A SAFETY DEVICE. TO REDUCE THE RISK OF FIRE, SHOCK, AND PERSONAL

INJURY, DO NOT REMOVE, REPLACE, REPAIR OR TAMPER WITH THE ORIGINALLY SUPPLIED PLUG. IF THE FAN DOES NOT FUNCTION PROPERLY, IT MAY BE DUE TO THE SAFETY DEVICE INCORPORATED IN THIS PLUG. RETURN TO AN AUTHORIZED SERVICE CENTER OR CALL 800-233-0268, MONDAY THRU FRIDAY, BETWEEN 8:00AM AND 5:00PM EST. IF THE PLUG WARNING LABEL IS MISSING OR DAMAGED, CALL THE TOLL FREE NUMBER FOR A REPLACEMENT LABEL.

9. Where possible, avoid the use of extension cords. If they must be used, minimize the risk of overheating by ensuring that they are UL listed. Never use a single extension cord to operate more than one Fan.
10. Do not operate any Fan with a damaged cord or plug or after the Fan malfunctions, has been dropped or damaged in any manner.
11. Do not insert or allow fingers or foreign objects to enter any ventilation or exhaust opening as it may cause an electric shock or fire, or damage the Fan. Do not block or tamper with the Fan in any manner while it is in operation.
12. Always place the Fan on a stable, flat, level surface when operating, to avoid the chance of the Fan overturning. Locate the Power Cord so the Fan or other objects are not resting on it. Do not run Power Cord under carpeting. Do not cover Power Cord with throw rugs, runners, or the like. Arrange Power Cord away from room traffic and where it will not be tripped over.
13. This Fan is not intended for use in wet or damp locations. Never locate a Fan where it may fall into a bathtub or other water container.
14. Do not use Fan outdoors.
15. This Fan is not suitable for use in agricultural facilities including areas where livestock, poultry or other animals are confined. Please refer to National Electric Code (NEC) Article 547-7 (2008), or applicable state or local codes or

LASKO PRODUCTS, INC. LIMITED WARRANTY (NOT VALID IN MEXICO)

WHAT THIS WARRANTY COVERS: This product is warranted against defects in workmanship and/or materials.

HOW LONG THIS WARRANTY LASTS: This warranty extends only to the original purchaser of the product and lasts for one (1) year from the date of original purchase or until the original purchaser of the product sells or transfers the product, whichever first occurs.

WHAT LASKO WILL DO: During the warranty period, Lasko will, at its sole option, repair or replace any part or parts that prove to be defective or replace the whole product with the same or comparable model.

WHAT THIS WARRANTY DOES NOT COVER: This warranty does not apply if the product was damaged or failed because of accident, improper handling or operation, shipping damage, abuse, misuse, unauthorized repairs made or attempted. This warranty does not cover shipping costs for the return of products to Lasko for repair or replacement. Lasko will pay return shipping charges from Lasko following warranty repairs or replacement.

ANY AND ALL WARRANTIES, EXPRESSED OR IMPLIED (INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY), LAST ONE YEAR FROM THE DATE OF ORIGINAL PURCHASE OR UNTIL THE ORIGINAL PURCHASER OF THE PRODUCT SELLS OR TRANSFERS THE PRODUCT, WHICHEVER FIRST OCCURS AND IN NO EVENT SHALL LASKO'S LIABILITY UNDER ANY EXPRESS OR IMPLIED WARRANTY INCLUDE (I) INCIDENTAL OR CONSEQUENTIAL DAMAGES FROM ANY CAUSE WHATSOEVER, OR (II) REPLACEMENT OR REPAIR OF ANY HOUSE FUSES, CIRCUIT BREAKERS OR RECEPTACLES. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL LASKO'S LIABILITY UNDER ANY EXPRESS OR IMPLIED WARRANTY EXCEED THE PURCHASE PRICE OF THE PRODUCT AND ANY SUCH LIABILITY SHALL TERMINATE UPON THE EXPIRATION OF THE WARRANTY PERIOD.

Some states and provinces do not allow limitations on how long an implied warranty lasts, or the exclusion or limitation of incidental or consequential damages, so these exclusions or limitations may not apply to you. This warranty gives you specific legal rights. You may also have other rights which vary from state to state and province to province.

Proof of purchase is required before a warranty claim will be accepted.

CUSTOMER SERVICE:

Toll-Free (800) 233-0268. Email: producthelp@laskoproducts.com

Our Customer Service team is available to assist you with product and service questions, and replacement parts. They can be reached Monday through Friday, 8am-5pm Eastern. Please have your model number available, as well as the type and style (located on the underside of your product). Please do not return product to place of purchase.

Customer Service Dept., 820 Lincoln Ave., West Chester, PA 19380 (Please do not send product to this location)

www.laskoproducts.com

SAVE THESE INSTRUCTIONS

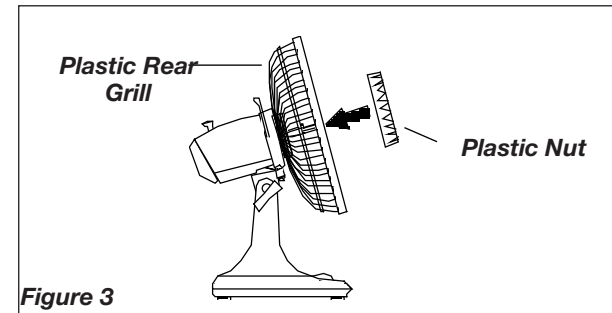
ASSEMBLY

standards relating to electrical requirements for Agricultural Buildings. **THIS HEATER DOES NOT MEET THE REQUIREMENTS OF NEC ARTICLE 547-7 (2008).**

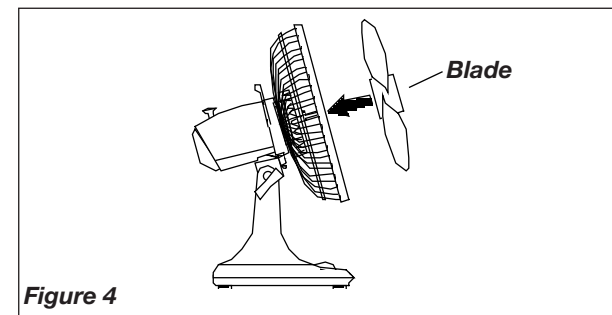
16. This Fan is not suitable for use in hazardous locations. Please refer to National Electric Code (NEC) Article 500 or applicable state or local codes or standards relating to electrical requirements for Hazardous locations. **THIS FAN DOES NOT MEET THE REQUIREMENTS OF NEC ARTICLE 500 (2008).**

WARNING: REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK – DO NOT USE THIS FAN WITH ANY SOLID STATE SPEED CONTROL DEVICES.

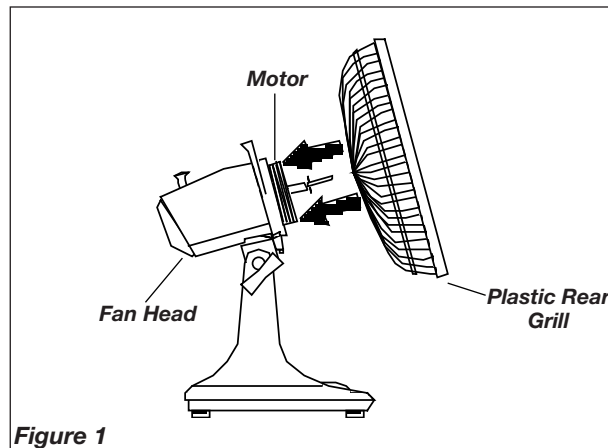
3. Fully seat **Plastic Rear Grill** and secure with **Plastic Nut** turning **CLOCKWISE**. (Figure 3)



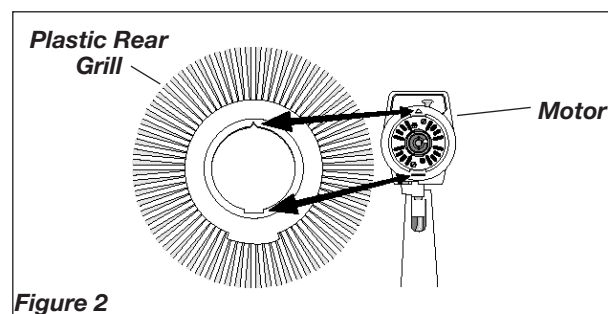
4. Slide **Blade** onto motor shaft. (Figure 4) (Align **Groove** on blade hub with **Pin** on motor shaft. Figure 4A)



1. Tilt **Fan Head** back. Place **Plastic Rear Grill** on **Motor**. (Figure 1)



2. Align tab of **Plastic Rear Grill** with groove on top of front **Motor cover**.(Figure 2)



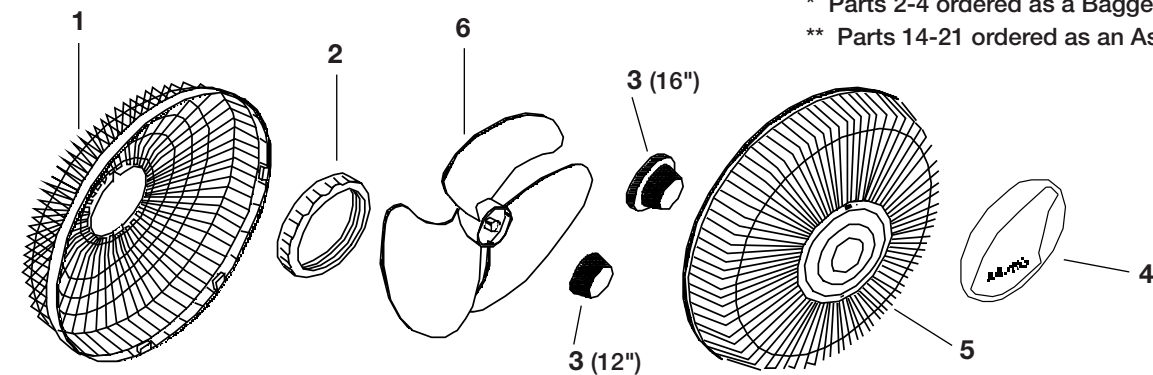
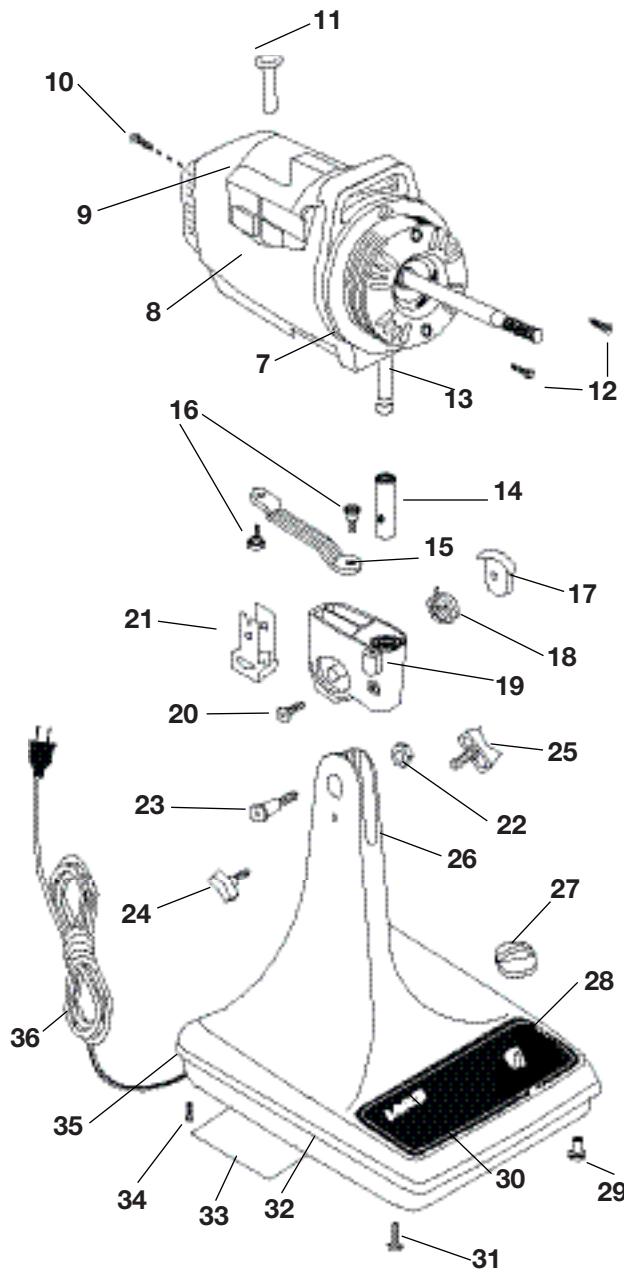
NOTES

REPLACEMENT PARTS LIST

KEY	12" OSC	16" OSC	DESCRIPTION
1	2011212	2011200M	Rear Grill
2	2098060	2098061	Parts Bag*
3	2010359	2010359	Plastic Nut (Large)
4	2010058	2010059	Spinner
5	2010380L	2010380L	Ornament
6	2096531I	2096529I	Front Grill
7	2010008	2011013	Blade
8	2010710	2010710	Motor Cover (Front w/Threads)
9	2010661	2010661	Motor Cover (Rear)
10	02030062GL	02030066GL	Motor
11	02090040	02090040	Screw Motor Cover (1)
12	2010119	2010119	Oscillation Knob
13	02090060	02090060	#7 x .080 PPH Type B Screw (2)
14	07091657	07091657	Threaded Spindle
15	2010263S	2010263S	Neck Assembly **:
16	2010251	2010251	Neck Piece Bearing
17	2010276	2010276	Oscillation Link
18	2090140	2090140	Link Screw (2)
19	2060090	2060090	Elevation Washer
20	02090585	02090585	Elevation Spring
21	2010252S	2010252S	Neck Piece
22	02090051	02090051	Neck Screw
23	2060071	2060071	Elevation Range Plate
24	02090033	02090033	Hex Nut
25	02090521	02090521	Elevation Shaft
26	02010110A	02010110A	Small Adjustment Knob
27	02010109A	02010109A	Large Adjustment Knob
28	2010533	2010533	Stand
29	2009224	2009224	Knob
30	02055087	02055087	Switch
31	2010415	2010415	Rubber Feet (4)
32	02065457	02065458	Stand Ornament
33	02090038	02090038	Screw #8 x 9/16 PPH Type 25
34	2010343	2010343	Bottom Plate (Plastic)
35	2060012	2060012	Bottom Plate (Metal)
36	2091145	2091145	Screw #8 x 1.5 Type A POH
37	7091854	7091854	Crimp Connect
38	02050013WB	02050013WB	Power Supply Cord w/Plug
39	2084537	2084537	Instruction Sheet (Not Shown)

* Parts 2-4 ordered as a Bagged Assembly

** Parts 14-21 ordered as an Assembly



ASSEMBLY

5. To secure **Blade**, screw **Spinner** onto Shaft Counter Clockwise until tight on Blade hub. (Figure 5)

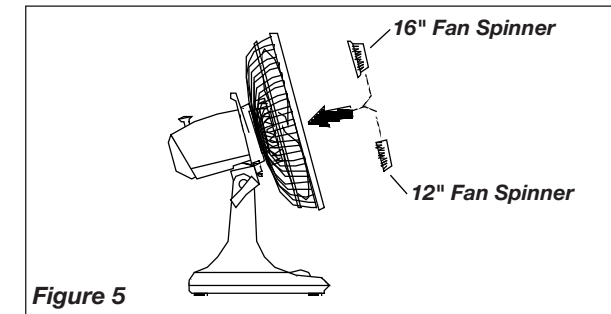
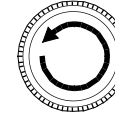


Figure 5

6. Install Ornament into Metal Front Grill. Insert **Tabs** into rectangular **Slots**. Snap into place. (Figure 6)

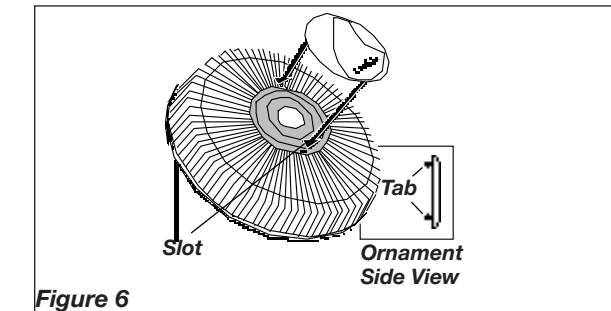


Figure 6

7. With Fan Head tilted back and centered, align **Ornament** of **Front Grill** so it is horizontal. Insert bottom of **Front Grill** into **Rear Grill**. **Tabs** at the bottom of **Rear Grill** should be between two wires of **Front Grill**. Snap **Front Grill** into the **Rear Grill** beginning at the top and working down both sides. (Figure 7)

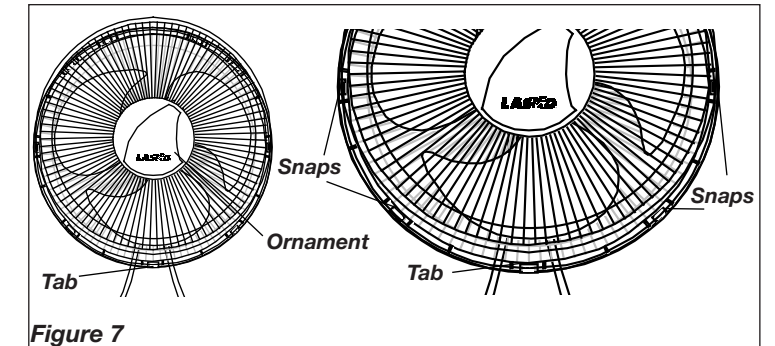
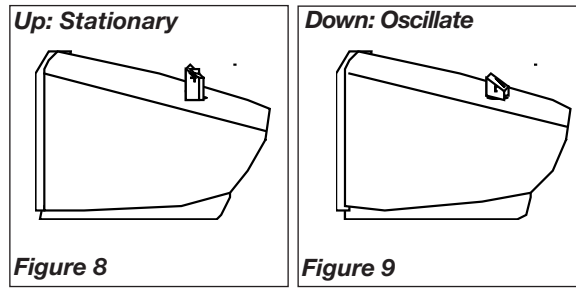


Figure 7

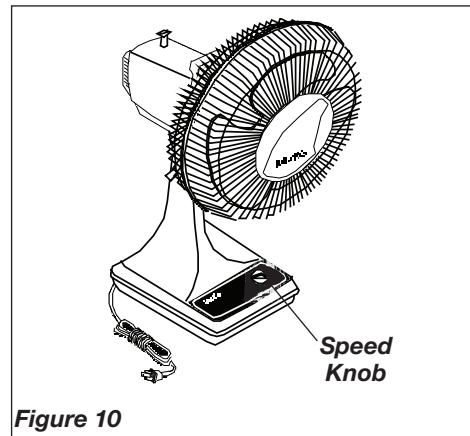
OPERATION

OSCILLATION: Push down oscillation knob on motor housing to make fan head move from side to side. (Figures 8 and 9)



SPEED: Control fan speed with Speed Knob. (Figure 10)

- 3 - High Speed
- 2 - Medium Speed
- 1 - Low Speed



TILTING: This Fan is equipped with a multi-angle Fan Head for Whole-Room Air Circulation. Follow the steps below to properly adjust the "tilt angle" of your Fan.

1. Place one hand just under the Fan Neck.
2. Place your other hand on top of Fan.
3. Gently push or pull the Fan Head until it is in the desired position.

MAINTENANCE

WARNING: ALWAYS UNPLUG CORD BEFORE CLEANING OR DISASSEMBLING.

WARNING: DO NOT IMMERSE FAN IN WATER!

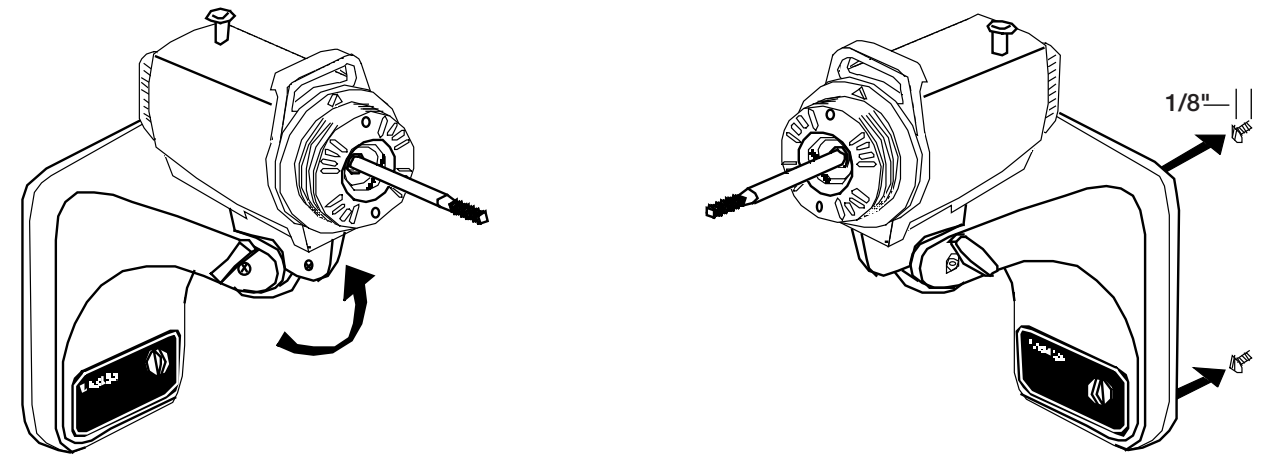
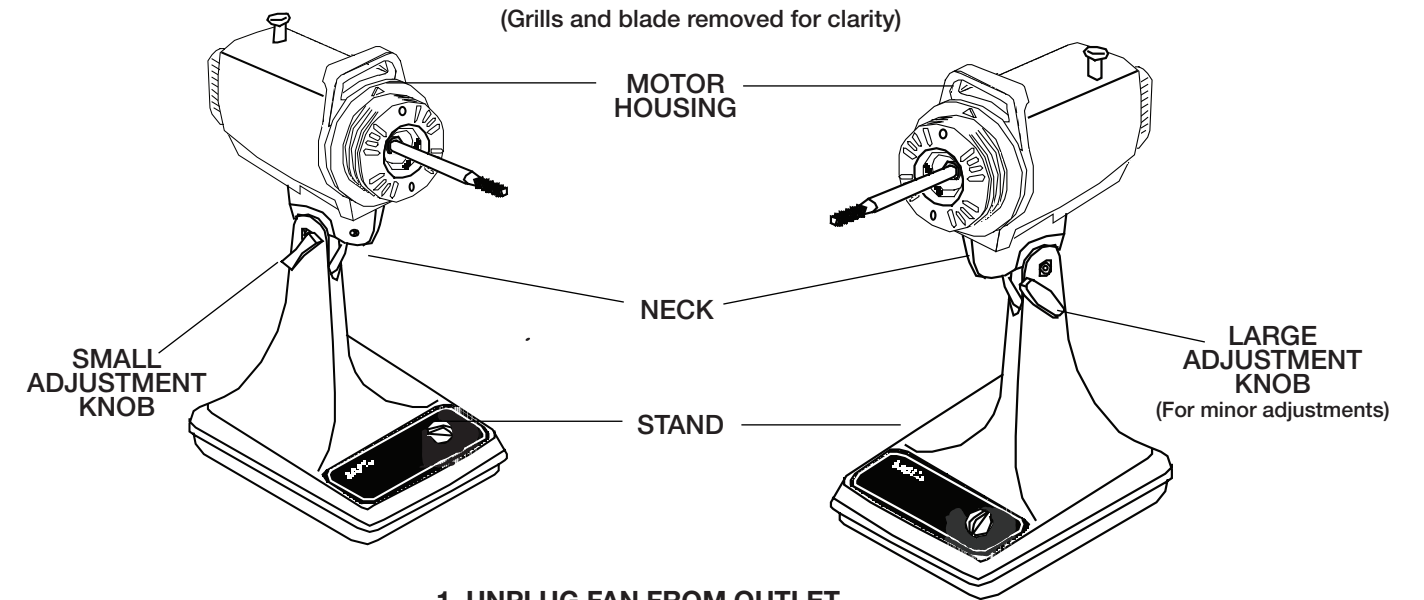
CLEANING: IMPORTANT! DO NOT immerse electrical parts in water! Disassembled grills may be immersed to be cleaned with a mild detergent and water. Wipe all other parts with soft cloth moistened with water and mild detergent only. **DRY ALL PARTS COMPLETELY BEFORE REASSEMBLING.** After any maintenance or servicing, completely reassemble unit as described in this instruction manual before reconnecting to the power supply.

CAUTION: Do not use gasoline, benzine, thinner, harsh cleaners, etc. as they will damage the Fan. NEVER use ALCOHOL OR SOLVENTS.

SERVICING: All other servicing, with the exception of general user maintenance, should be performed by an authorized service representative. Call 1-800-233-0268, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m. EST for the location of your nearest service center.

LUBRICATION: Motor is permanently lubricated.

CONVERTING FROM TABLE FAN TO WALL MOUNTED FAN



3. Tilt Motor Housing all the way back.
4. Reinstall Small Adjustment Knob and tighten.
5. Reinstall Large Adjustment Knob.
6. Install two #8 x 1 1/4" Wood Screws (not provided), using Template below, leaving 1/8" between Screwheads and wall.
7. Mount Fan over Screws using Slotted Holes on Bottom Plate.

NOTE: TO ADJUST HEAD VERTICALLY - Loosen Large Adjustment Knob, set Motor Housing, retighten Knob.

CAUTION: FAN IS UNSTABLE IN THIS POSITION AND CANNOT BE USED AS A TABLE FAN.

TEMPLATE - DETACH TEMPLATE AND TURN 90° for use...

NOT SUPPLIED - Two #8x1-1/4" Wood Screws (Must be purchased separately)

NOTE: BE SURE THAT THE MOUNTING SCREWS ARE INSTALLED IN A WALL STUD FOR MAXIMUM SUPPORT.

