



ASSEMBLY INSTRUCTIONS FOR YOUR HATTERAS GLASS SHADE PENDANT

IMPORTANT SAFETY INSTRUCTIONS:

- * These instructions are provided for your safety. It is very important that they are read completely before beginning the installation of your fixture.
- * **WE STRONGLY RECOMMEND INSTALLATION BY A LICENSED ELECTRICIAN.**
- * Turn off power at switch before replacing bulbs, making sure fixture has had sufficient time to cool down.
- * If any special control devices are used with this fixture, follow the instructions carefully to assure full compliance with N.E.C. requirements. If there are any questions, contact a qualified electrical contractor.
- * This fixture is U.L. rated for dry locations.

ASSEMBLY INSTRUCTIONS:

1. SHUT OFF THE MAIN ELECTRICAL SUPPLY AT FUSE BOX/ CIRCUIT BREAKER.
2. Remove all parts from carton. Do not throw away any parts.
3. Keep quick link (G) attached to chain (H).
4. Remove collar (E) from hang straight (F).
5. Affix cross bar (A) (with threaded tube (C) and hang straight (F) attached) to ceiling outlet box using screws (B) provided.
6. Remove collar (M) and one rubber washer from housing (K). Hold housing (K) so the socket faces up, slide glass shade (L) over the socket cup and threading, allowing it to rest against the rubber washer on housing (K). Slide the removed rubber washer over the socket and threading to rest against the inside of glass shade (L). Carefully slide collar (M) over the socket and rest against the threading of housing (K). Align the two prongs of shade tool (N) with the holes in collar (M). Rotate collar (M) using shade tool (N) until glass shade (L) is secured to housing (K). Do not over-tighten collar (M), as damage to the glass could occur.
7. Measure desired drop for fixture to hang. Using two wrenches (not provided) remove chain links (H) to achieve desired drop. To open chain links, place a cloth around the link (to avoid damage to finish) and slide one of the wrenches onto the link. Slide the second wrench onto the link with the handles facing the opposite directions (see diagram). The backstop of the wrench **MUST** rest against the link while applying force to prevent damage to the link. Holding one wrench in a fixed position, rotate the second wrench to open the link. Do not rotate the link more than 45 degrees. Rotate open link in chain (H) to a closed position to secure chain.
8. Attach quick link (I) to loop (J).
9. Slip collar (E) over chain (H) so it rests on loop (J). Slip canopy (D) over chain (H) so it also rests on loop (J).
10. Lift fixture to ceiling and secure quick link (G) to hang straight (F). Guide the wire exiting the fixture through the center of collar (E) and canopy (D). Continue to guide the wire through chain (H), quick link (G) and through the center of hang straight (F) and threaded tube (C).
11. Make proper electrical connections described in steps 12 - 14. A LICENSED ELECTRICIAN IS RECOMMENDED.
12. Attach ground wire from fixture (green or silver in color) to ground wire from outlet box. Fasten wires together with wire nut (O) and tightly wrap connection with electrical tape.
13. Attach hot wire from fixture (black in color or smooth side of wire) to hot wire from outlet box. Fasten wires together with wire nut (O) and tightly wrap connection with electrical tape.
14. Attach neutral wire from fixture (white in color or ribbed side of wire) to neutral wire from outlet box. Fasten wires together with wire nut (O) and tightly wrap connection with electrical tape.
15. Carefully push wire connections back into ceiling outlet box.
16. Slide canopy (D) up chain (H) and hold flush against ceiling. To secure position of canopy (D), slide collar (E) up the chain and thread it onto hang straight (F). Turn until hand tight.
17. Install one 100W max Type A, medium base bulbs into the socket (K) located inside shade (L)
18. Reconnect main electrical supply from the fuse box/ circuit breaker and test the fixture.

To clean, use soft cloth only. Do not use any chemical or abrasive cleaners.

