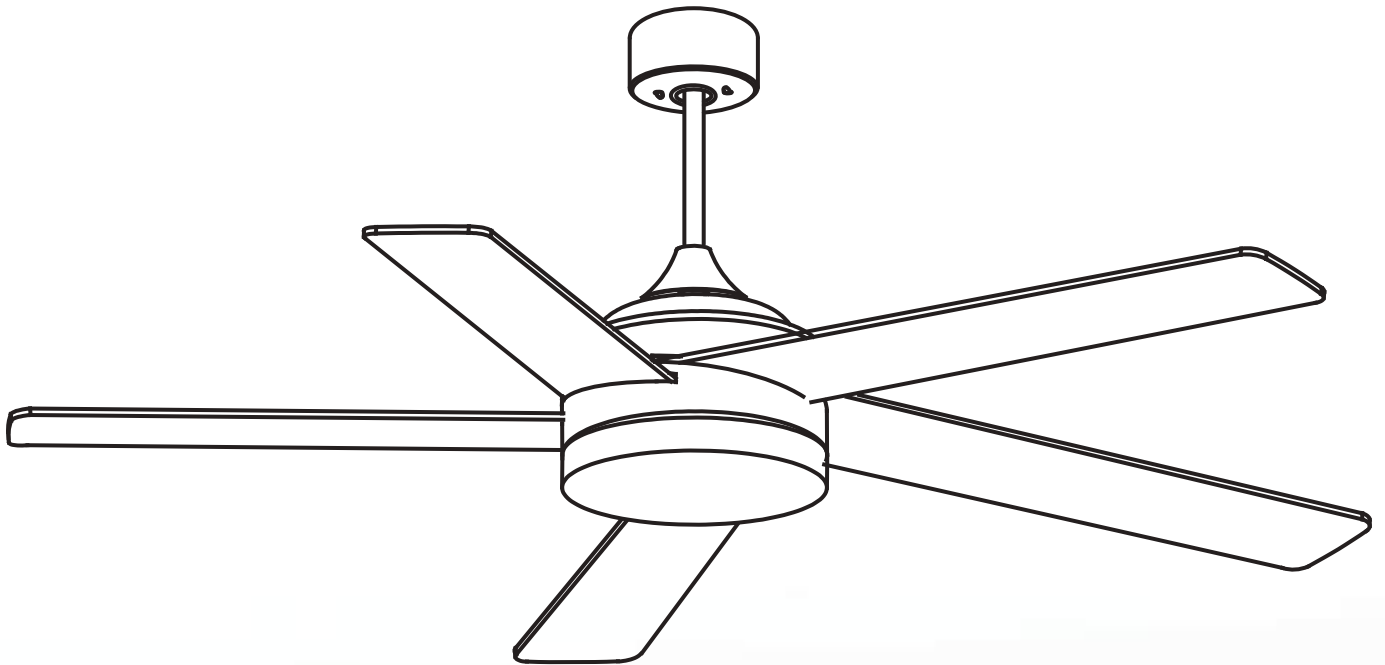


# OWNER'S MANUAL

Read and Save These Instruction



Model: 8502 Black/White/Silver

## CONTACT INFORMATION

Feel free to reach out to us if you encounter any issue when using our products.

Email: [uroadmin@urogoo.com](mailto:uroadmin@urogoo.com)

Phone: (657)384-1547



## WARNING

**WARNING:** To avoid fire, shock and serious personal injury, please read the following instructions carefully.

# Important Safety Instructions

1. Read all instructions and safety information before installing your new fan. Review the accompanying assembly diagrams.
2. Before installing the fan, disconnect the power by removing fuses or turning off circuit breakers.
3. Make sure all electrical connections comply with local codes, ordinances, or National Electrical Codes. Hire a qualified electrician or consult a do-it-yourself wiring handbook if you are unfamiliar with installing electrical wiring.
4. Make sure the installation site you choose allows the fan blades to rotate without any obstructions. Allow a minimum clearance of 7 feet from the floor to the trailing edge of the blades.
5. If you are mounting the fan on a ceiling outlet box, use a metal outlet box. Secure the box directly to the building structure. The outlet box and its support must be able to support the moving weight of the fan (at least 50 lbs.). Do not use a plastic outlet box. Attach the mounting bracket by using the hardware supplied with the ceiling outlet box.
6. If you are mounting the fan to a joist, make sure it is strong enough to support the moving weight of the fan (at least 50 lbs.)
7. After installing the fan, make sure all the connections are secured. This will prevent the fan from falling.
8. Do not insert anything into the fan blades while the fan is operating.
9. Turn the fan off and wait for it to stop before reversing fan direction.
10. To reduce risk of electrical shock and personal injury, do not install the fan on a sloped ceiling.
11. To reduce the risk of electrical shock and personal injury, do not use this fan with any solid-state.
12. To reduce risk of personal injury, use only the two steel screws and lock washers provided with the fan for mounting the outlet box.



## WARNING

- Do not install the fan with wet hands.
- Do not insert foreign objects between the rotating fan blades.
- Do not bend the fan blades when installing or cleaning the fan.
- Do not disassemble or modify this product or use non-original parts without permission.
- Keep children away from your working area.
- Properly dispose of the fan's packaging material.
- Make sure the ceiling fan is firmly secure to the ceiling. Double check all connections before you restore power.
- Turn off the fan and wait for the blades to stop completely before performing any maintenance or cleaning.

## Preparation

Tools required for assembly(not included)



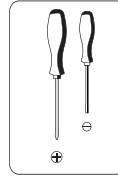
Step Ladder



Power Drill



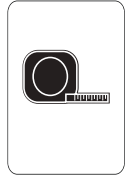
Screwdriver



Wire Stripper



Electrical Tape



Wrench

## Installation Location

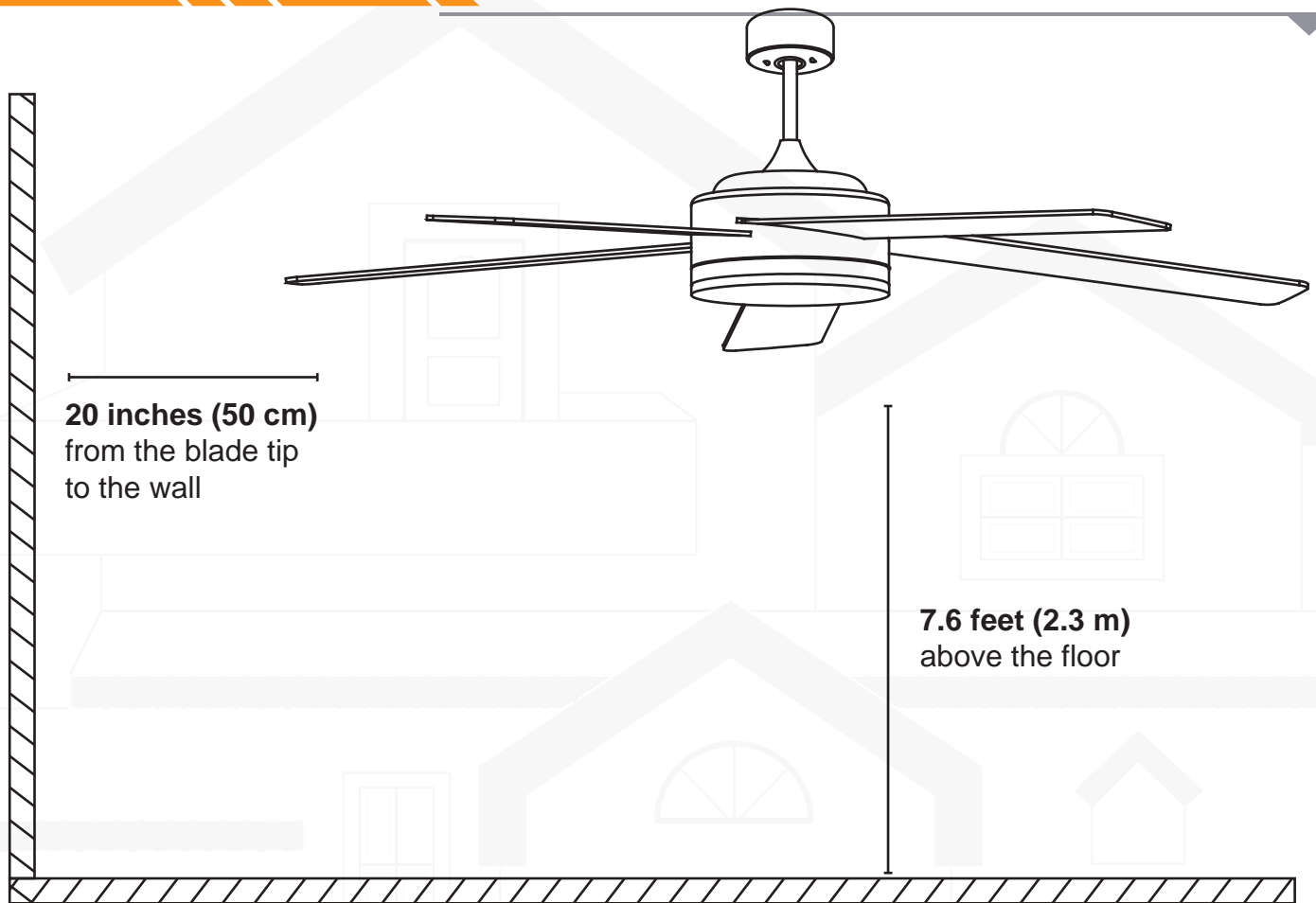


Fig. 1

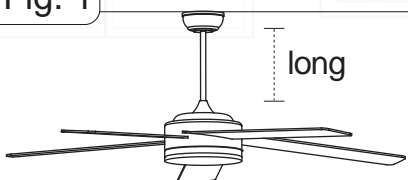


Fig. 2

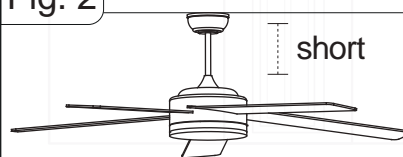
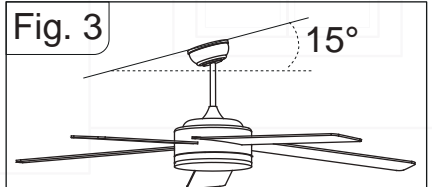
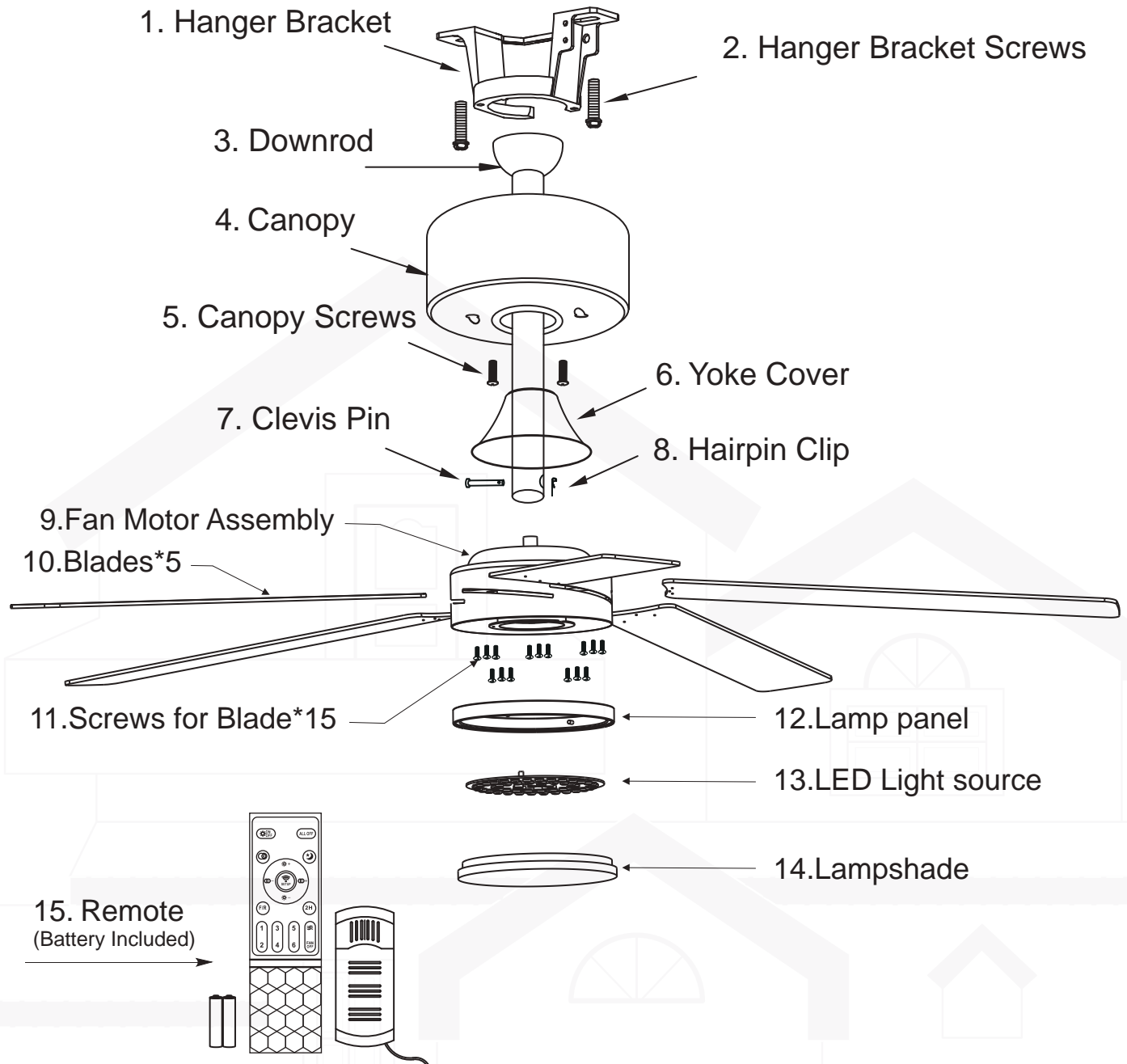


Fig. 3

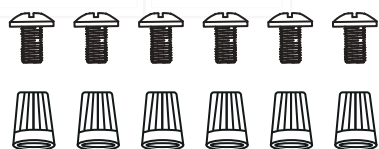


## Part List

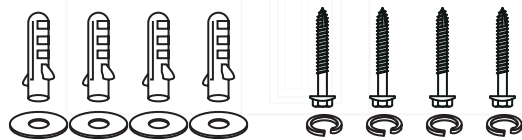
Unpack your fan and check the contents. Please check each item prior to installation. To reduce the chance of marks or possible damages, please remove the parts when required for installation.



### Installation kit

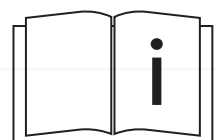


Hanging head screw



Down rod screw

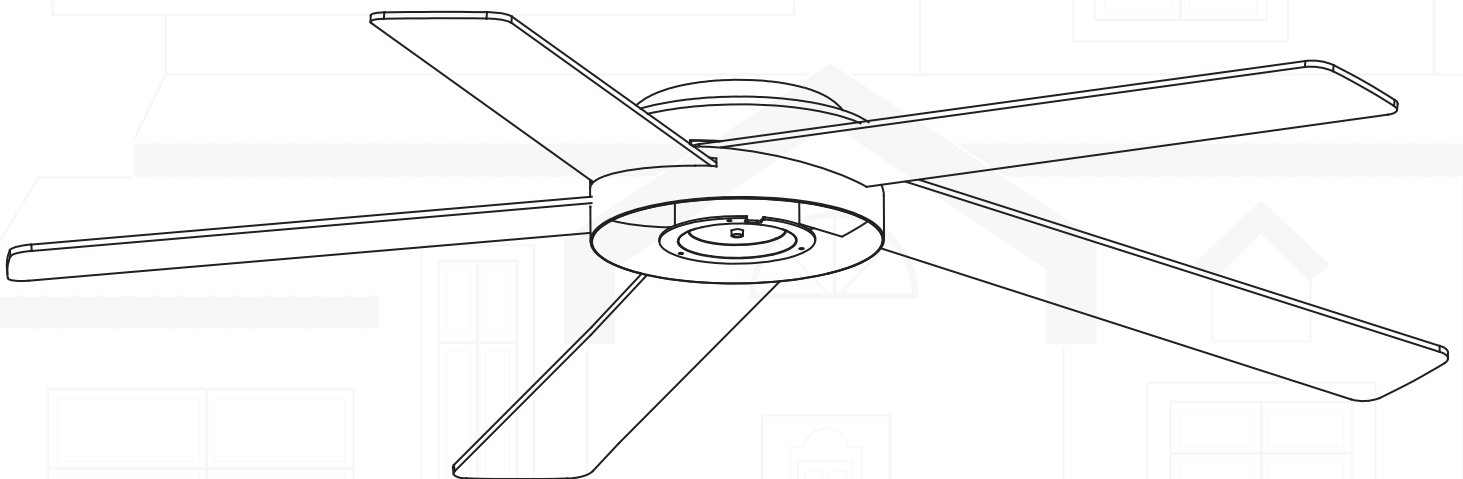
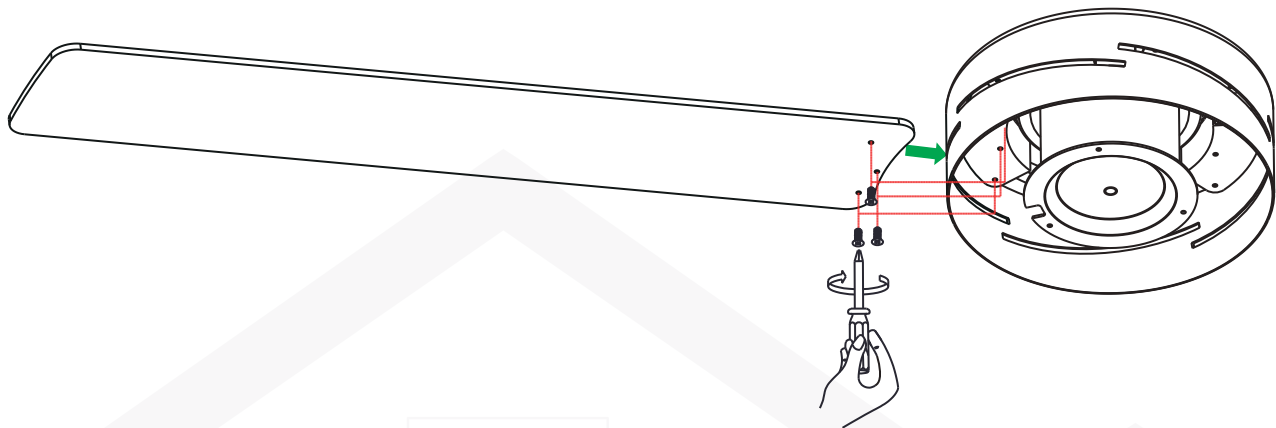
### Instructions manual



## Ground Assembly

### Step 1: Fan Blade Installation

- 1 Install the fan blade with screws.



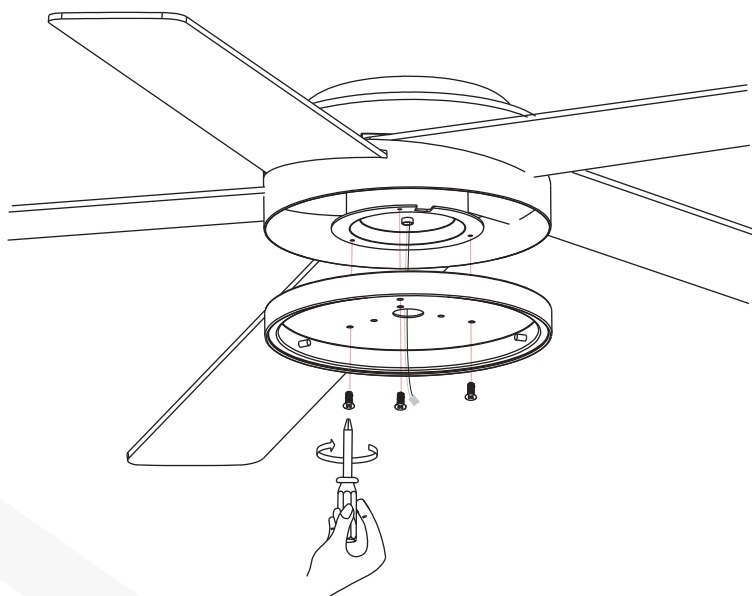
- 2 Install the remaining blades according to step 1.

# Ground Assembly

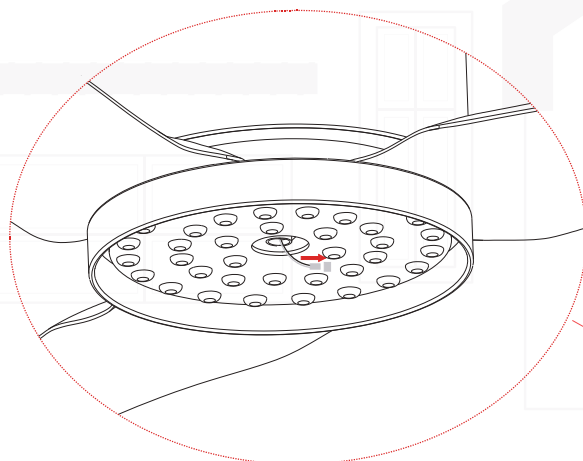
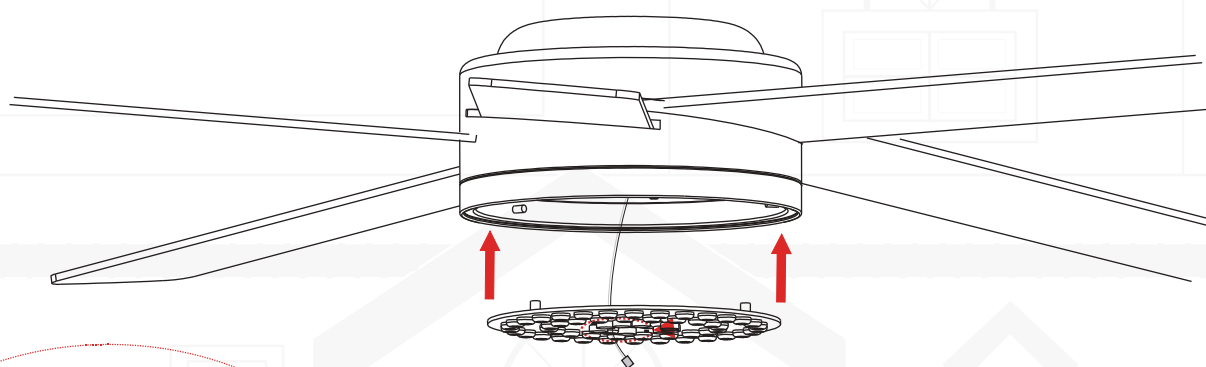
## Step 2: LED Board Installation

**①** Install the screws into the corresponding holes.

(TIPS: The motor wires NEED to go through the light panel and split nut.)



**②** Connect the LED terminal with motor terminal.

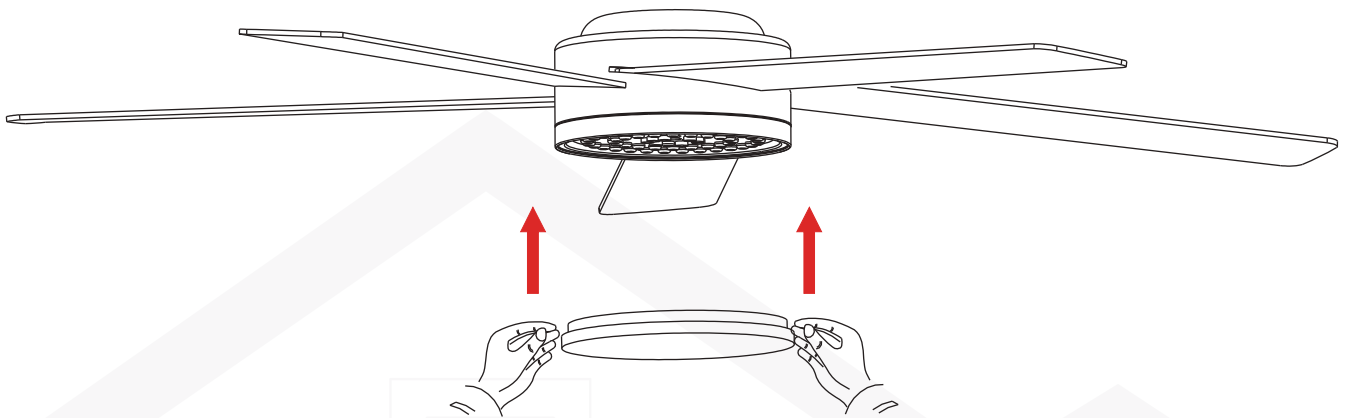


Partial enlarged view after installation of light source

## Ground Assembly

### Step 3: Install the Lampshade

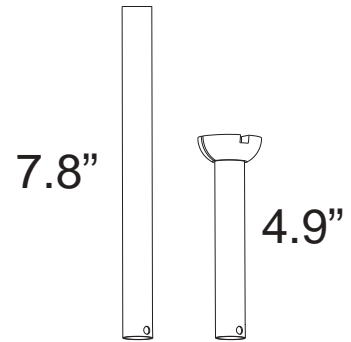
- 1 Spin forward to tighten the lampshade.



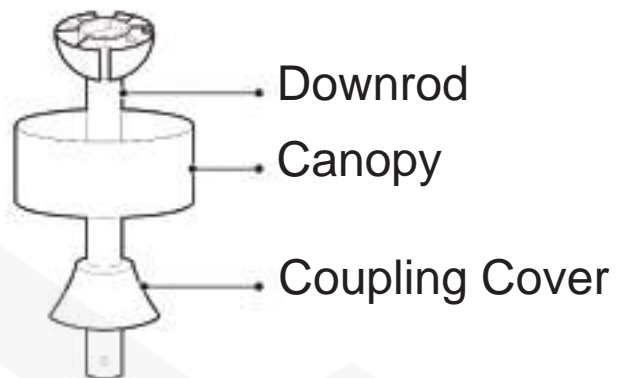
## Ground Assembly

### Step 4: Downrod Installation

- 1 Select a suitable downrod  
(2 lengths are available 7.8"/4.9")



- 2 Assemble the canopy and coupling cover to the downrod in turn

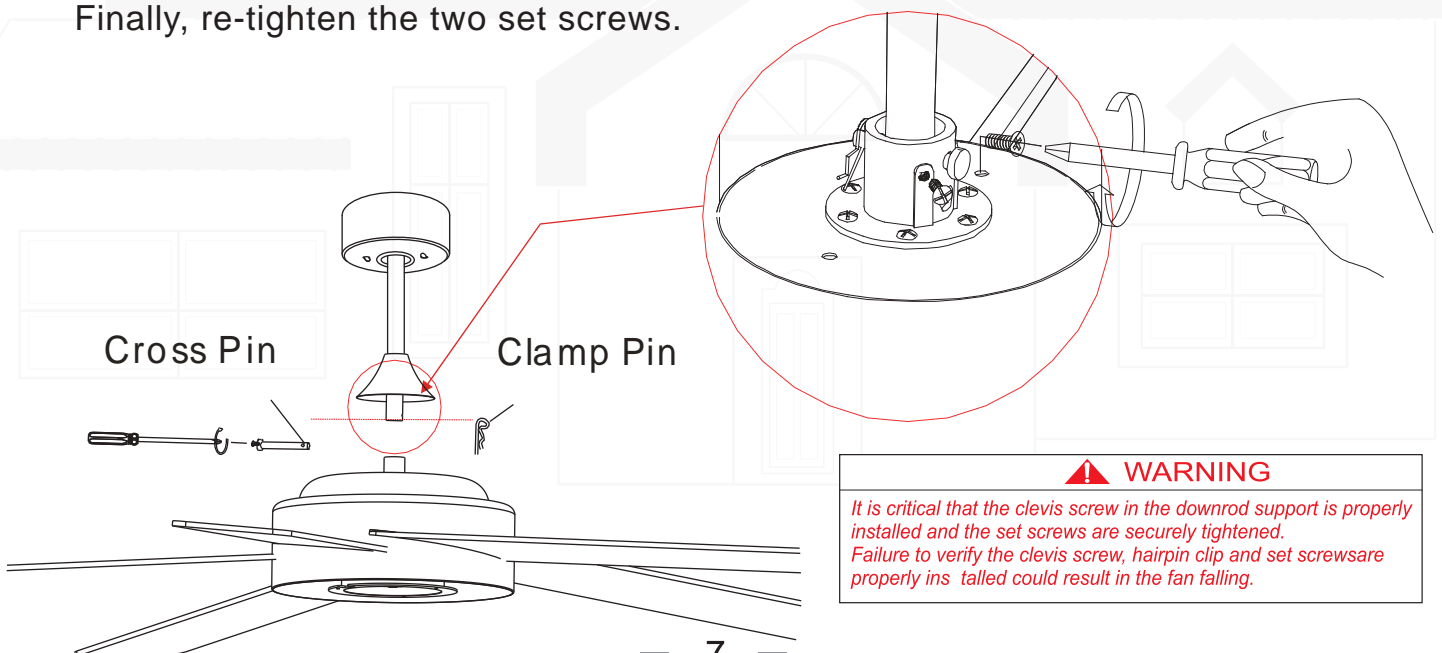


- 3 1-Unlock the cross pin and clamp pin;  
2-Thread the motor wire through the downrod, install the cross pin with clamp pin, and tighten the motor screws.

Thread the electrical wires and the earth wire through the downrod.

Align the clevis pin holes in the downrod with the holes in the downrod support. Be sure to push the straight leg of the hairpin clip through the hole near the end of the clevis pin until the curved portion of the hairpin snaps around the clevis pin.

Finally, re-tighten the two set screws.



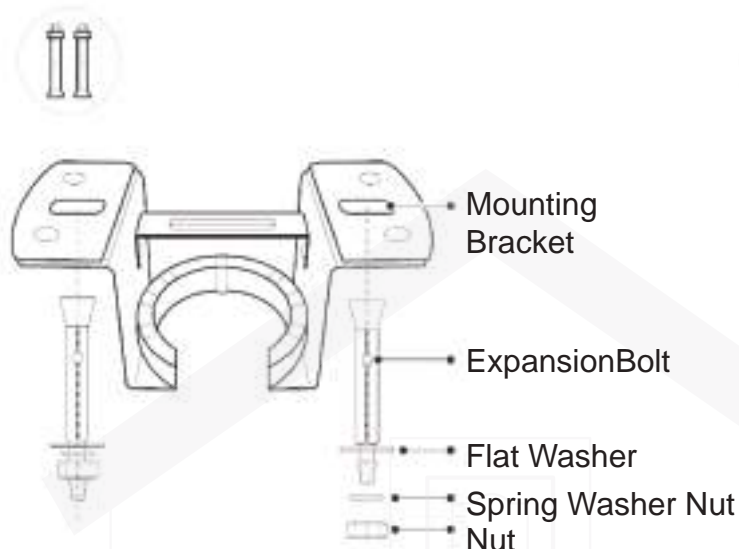


# Suspension

## Step 5: Mounting Bracket

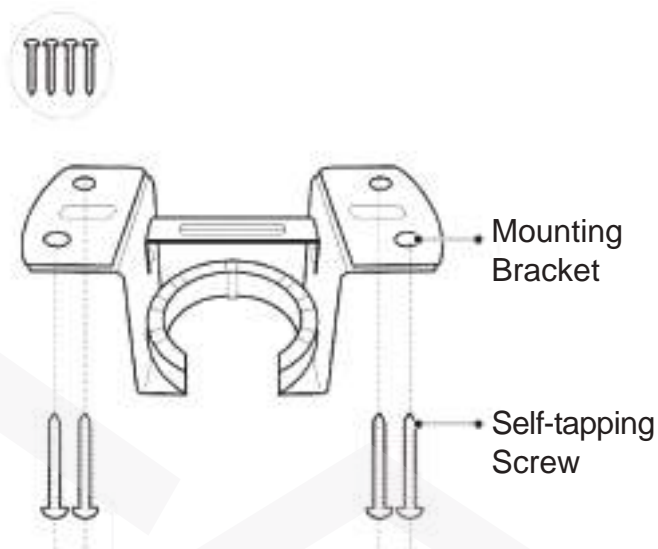
Choose the following installation methods according to the actual situation of the roof.

### Cement roof



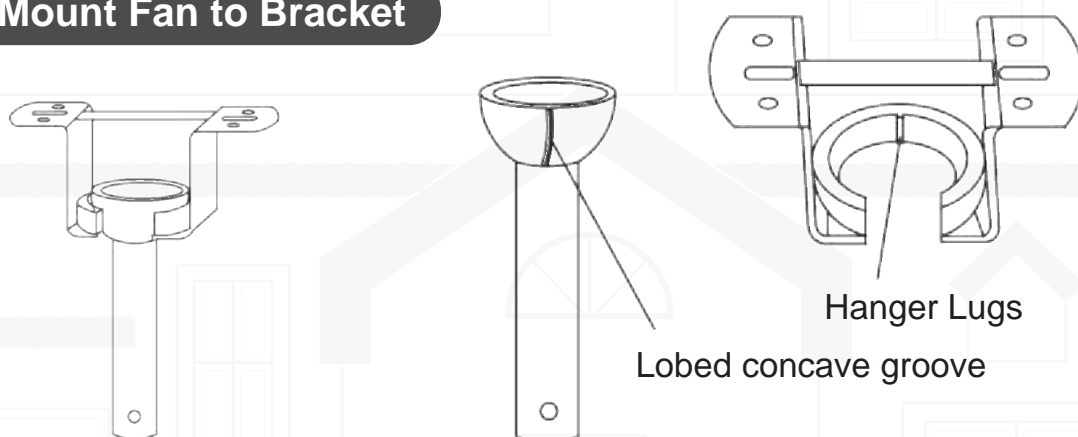
1. Drill holes with electric drill (ø8 mm)
2. Use expansion screws to fix the mounting bracket to the ceiling.

### Solid wood roof



Fasten the mounting bracket to the ceiling with self-tapping screws.

## Step 6: Mount Fan to Bracket



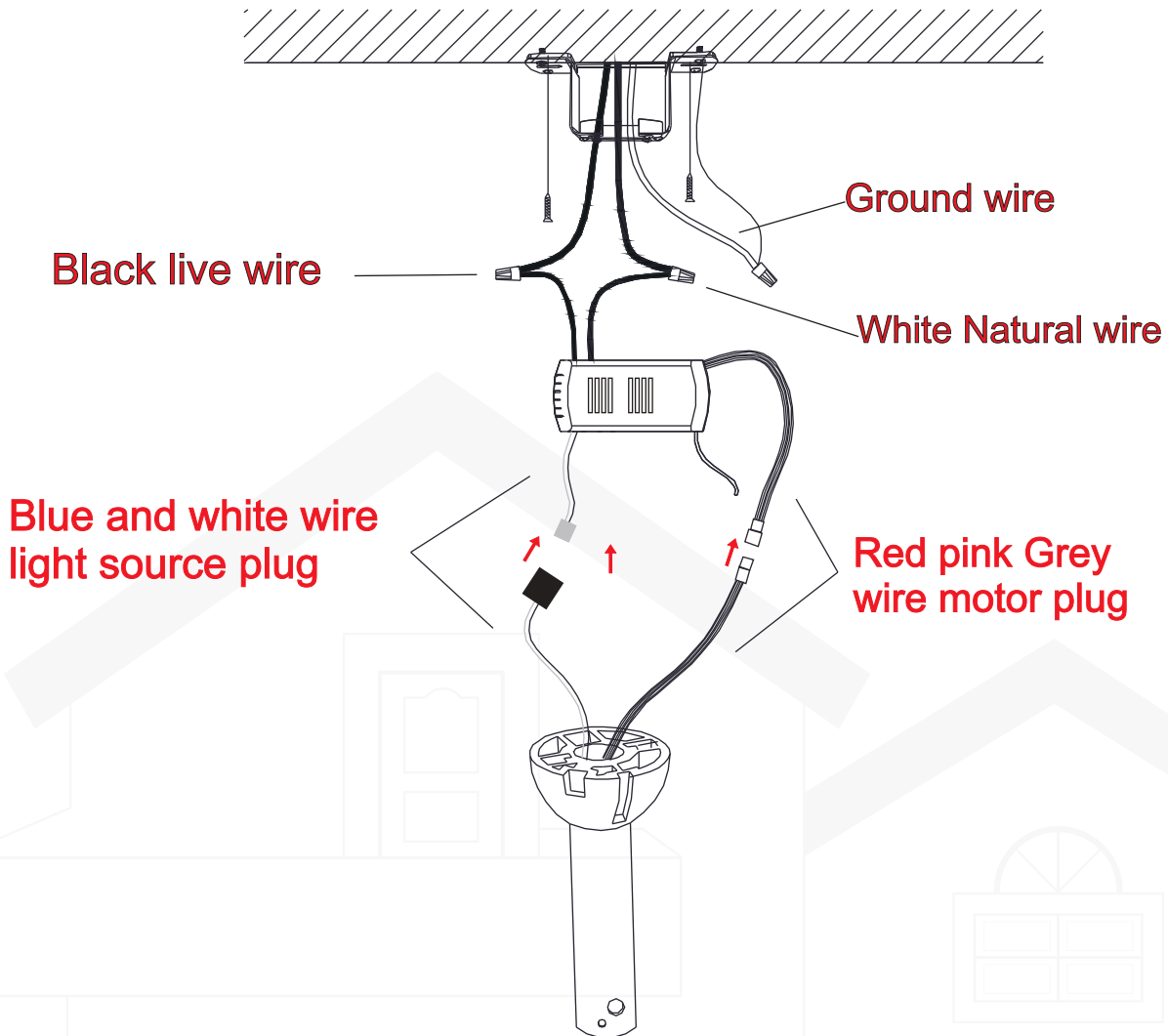
Lift the fan assembly onto the mounting bracket, ensure the registration slot of the hanger ball is positioned on the stopper of the mounting bracket to prevent the fan from rotating when in operation.

### Tips:

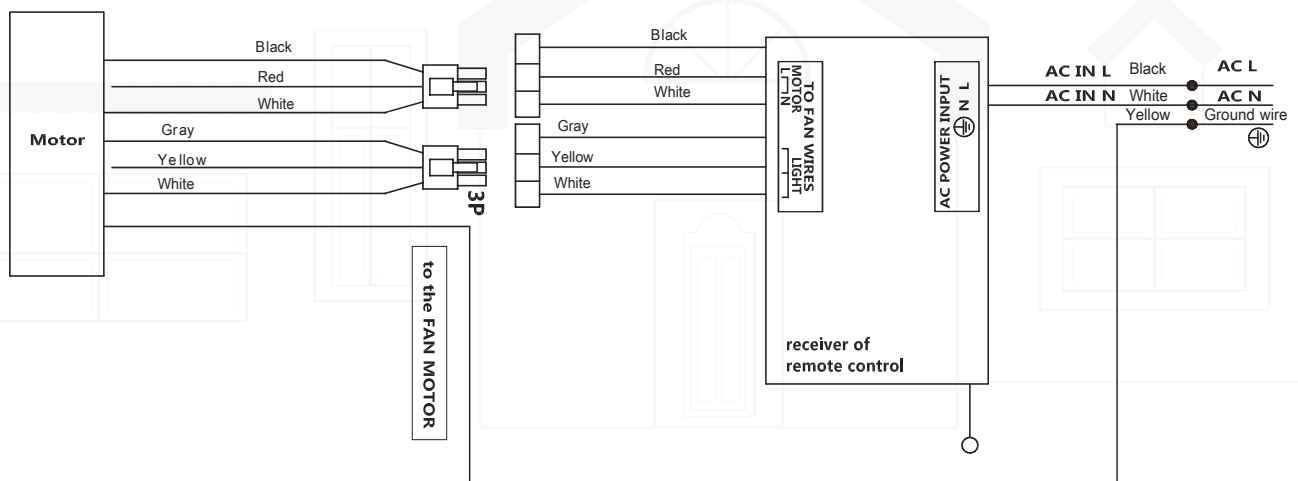
Seek the help of another person to hold the stepladder and hang the fan body for you.

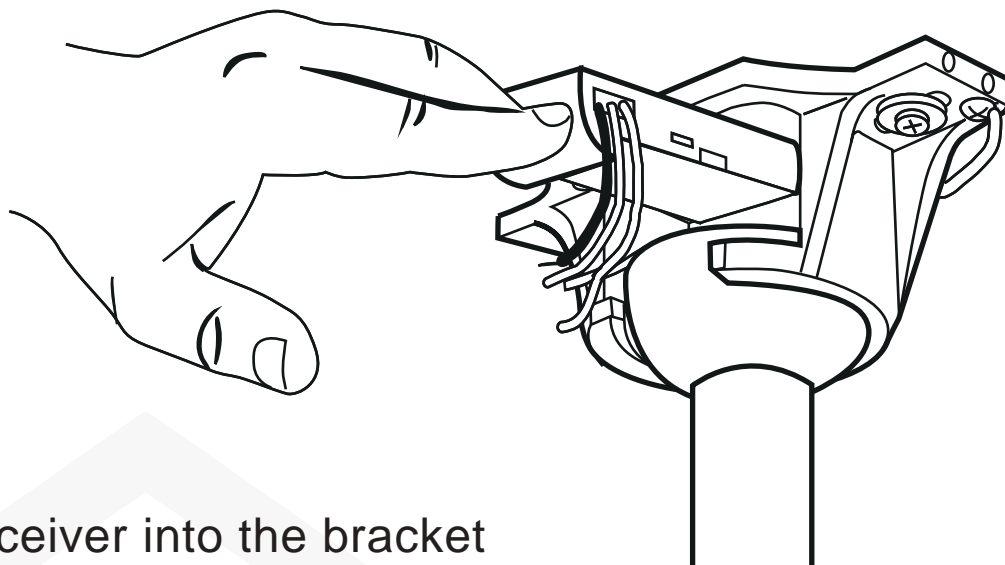
# Wiring

## Step 7: Color to Color. The plug to the plug

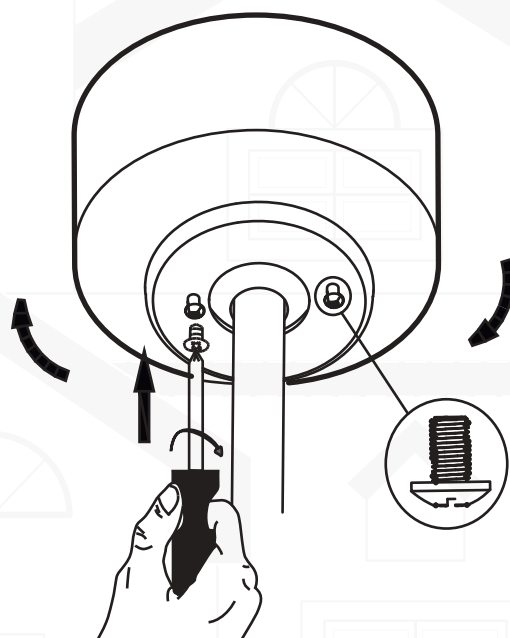


- 1 Connect the wires according to the polarity  
(the color of the Housepower cord may be different if the color is the same)





② Put the receiver into the bracket and arrange the wires.



③ Fix the downtube and screw in the canopy bolts.

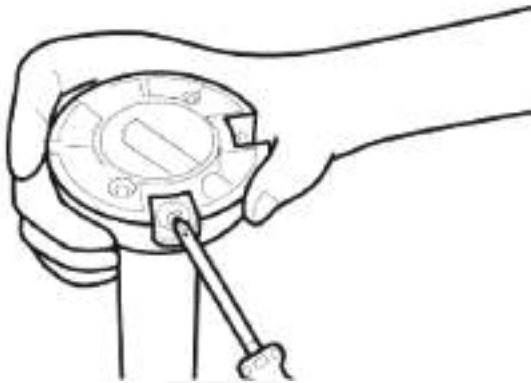
## Change Downrod

### Step 8: Change Downrod(OPT)

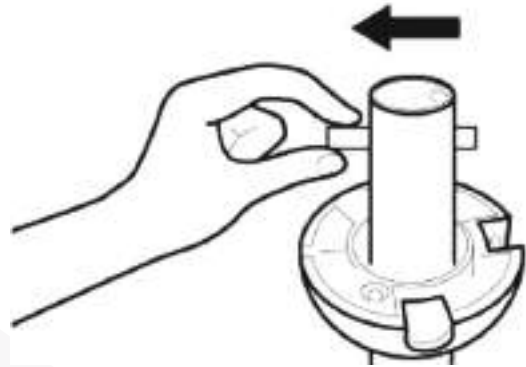
#### How to choose different lengths of downrod

1. The ceiling distance of the house is 100 inches, which is suitable for installing a 5-inch downrod
2. The ceiling distance of the house is 110 inches, which is suitable for installing a 10-inch downrod

**If you need to change different length downrod, please follow these steps:**



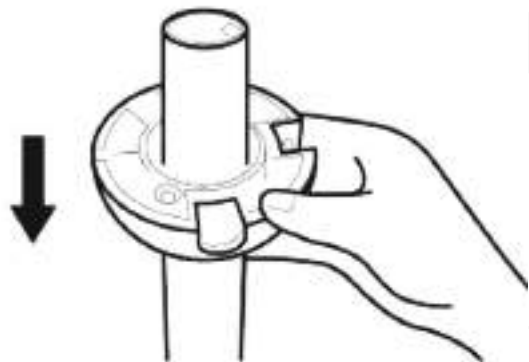
❶ Loosen the screws on the hanging ball.



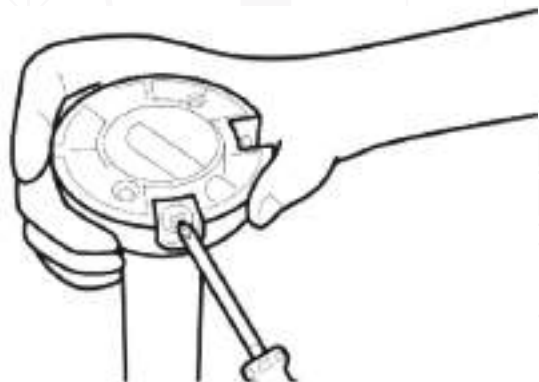
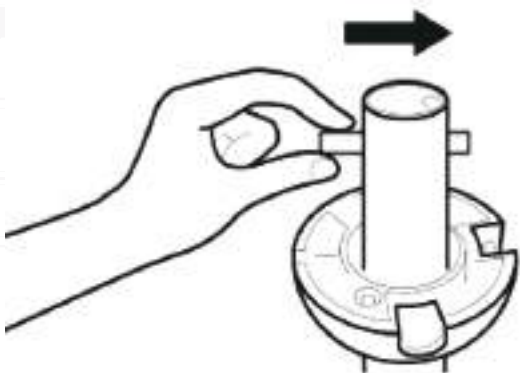
❷ Remove the metal bar.



❸ Take off the hanging ball from the original downrod.



❹ Install the hanging ball to an appropriate downrod.



❺ Insert the metal bar and tighten the screws.

# Remote Control Setting

## Step 9: How to Operate Your Ceiling Fan

1. To make fan operational, install AAA/1.5V battery (included) in hand-held remote. Store the remote away from excessive heat or humidity.
2. Remote functions: (Figure 1)

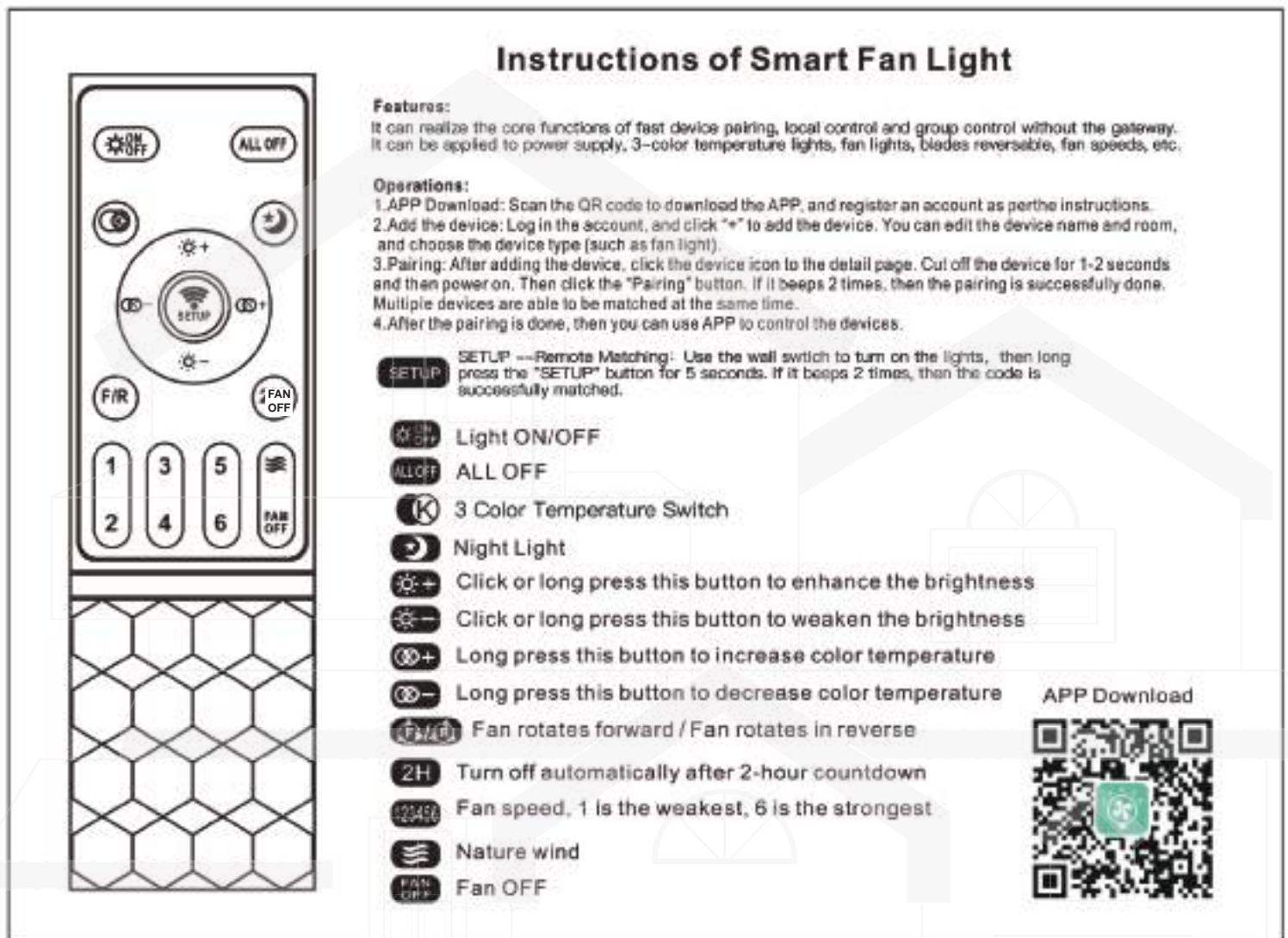


Figure 1

3. If airflow is desired in the oppositedirection, directly tap the R/F button on the remote and the fan will stop then rotate in the opposite direction.

Season	Rotation Direction
Summer	Clockwise
Winter	Counterclockwise

## IMPORTANT:PAIRING BETWEEN REMOTE AND RECEIVER

1.Turn "ON"the power supply and within 30 seconds press and hold the transmitters FAN ON/OFF button for 5 seconds and a beepwill be heard this will then activate a successful pairing and all functions will work normally.

### IMPORTANT:

pairing initial step must be performed within 30 seconds of power being turned on.

1(a). when pairing multiple fans please ensure the isolation switch or power supply to the first installed fan is turned off prior to pairing futher fans e.g please pair onefan at a time

1(b). please ensure isolation switch is kept to the ON position, the isolation switch is not to be used as a light switch as this will damage and make the remote recevier inoperable

2.If the transmitter functions are not working please check the battery orientation and powerl evel. Low battery voltage will affect the functions of your transmitter and operation of your fan. Other remote controls nearby using the same frequency may cause interference with the Fans receiver.

3.Please remove batteries from the transmitter if leaving unused for an extended period of time.

4.Remote supports 200w maximum on lighting side.

## IMPORTANT REMAINDERS

1.Please note: Receiver must be correctly installed in the mounting bracket on fan

2.When the transmitter cannot control the receiver, please check the battery hassufficient charge in the transmitter.

3.When the transmitter cannot control the receiver, please check if there is any existence of similar remote controlled products nearby, causing interference with each other.

4.Low power of battery will affect the sensitivity of the transmitter and the signal reception accordingly, must replace if the battery is getting low power.

5.Please take the battery out from the transmitter when leaving unused for a longtime, to avoid batterv leaks.

6.Isolation Switch"Must be connected in the line."

7.When power is cut to the unit (via a blackout or otherwise) when power is restored the light will come on.

Before carrying out any cleaning or maintenance work, always make sure that the appliance is disconnected.  
LED lights are not removable. LED lights can only be used within the product delivery, they can not be replaced.



# PROTECTIVE FUNCTIONS OF THE RECEIVER

**Lock protection-** The DC motor has a built-in safety feature against blade or motor obstruction during operation. If something obstructs the fan blades or motor, the motor will keep trying to run and then stop operation after about 30 seconds of interruption. Please remove obstacles and reset. To reset: Turn the fan off by remote transmitter and then turn the fan on.

**Over load protection (current limit)-** The device will limit the maximum current output from the receiver/drive if the fan load has increased abnormally.

## Tips

- 1.If your fan is operates automatically after installation and power on, it is because your fan has memorized the previous factory setting. Use the Universal Mode or the learning function and your fan will be ready for use.
- 2.If the fan or light isn't working, reset power (turn the power off for at least 5 seconds and then turn the power back on) and redo the learn function setting.
- 3.It is not possible to remotely operate more than one fan in the same room (in the area where the remote signal can reach to) if they share the same power supply. Separate power supplies (such as using individual wall switches for each fan) is required if you want to separately control more than one fan in same room.
- 4.When the fan is turned on or operated using forward/reverse function, it shutters & goes back & forth until it turns.  
This is a normal and it will take a few seconds to run this operation.

## MAINTENANCE

- 1.Periodic cleaning of your new ceiling fan is the only maintenance that is needed.
- 2.When cleaning, use only a soft brush or lint free cloth to avoid scratching the finish.
- 3.Abrasive cleaning agents are not required and should be avoided to prevent damage to finish.



### WARNING

Do not use solvents when cleaning your ceiling fan. It could damage the motor and create the possibility of electrical shock.

## RECOMMENDED:

Periodically check that the blade sets to the fan motor setscrews are secure and tight.



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**MADE IN CHINA**