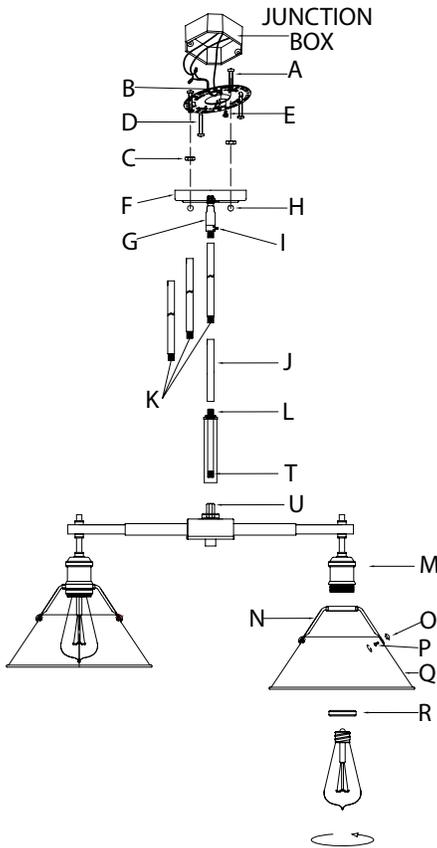


# Assembly Instructions: 3306-D3, LP (Orwell)

## 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, please contact the place of purchase.



## 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.

1. Take the mounting strap assembly from the parts bag. Mounting strap (B) contains several 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. If the screws are not attached, please hold canopy (G) up to mounting strap (B). Line up the holes in canopy (G) with the holes in mounting strap (B) and insert mounting screws (A) into mounting strap (B) so that mounting screws (A) protrude through the holes in canopy (G). Mounting screws (A) are long, so test canopy (G) against the mounting strap and practice threading deco nuts (H) onto mounting screws (A) to see how far you should insert mounting screws (A). Remove the deco nuts and canopy. Tighten nuts (C) onto mounting screws (A) to hold the screws in place.

2. Pull the house wires through the center of mounting strap (B). 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 (G). Secure mounting strap (B) to the junction box with mounting screws (D) and a screwdriver. Tighten the screws securely.

## ASSEMBLING THE FIXTURE

3. If disconnected, thread column (L) onto the post at the center of the fixture's body. Rods (J and K) 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 three optional 12 inch rods (K) and one 6 inch rod (J) included. To lengthen the fixture, add additional rods. If additional rods are needed, contact the place of purchase to order. To shorten the fixture, add at least 8 to 10 inches of wire to the desired length and trim the wires. Slide any excess rods off the fixture's wires to discard. Pull the wires until taut before threading the rods together. Pull the fixture's wires through swivel (H) of canopy (F). Thread bottom rod (J or K) onto post (L) at the top of the fixture's body. Twist the top rod (J or K) onto the threads of swivel post (G) of canopy (F). Pull the wires until taut. Lock the rod in place by twisting screw (I).

## CONNECTING THE WIRES

4. Attach the fixture's wires to the house wires pulled earlier from the junction box. Connect Hot to Hot (this is the black wire, transparent wire with black inner thread, or smooth wire), Neutral to Neutral (the neutral wire is the white, a transparent wire with white inner thread, or the ribbed wire), and Ground to Ground (the green wire, transparent wire with green inner thread, or the copper wire). Twist the ends of each wire pair together. Secure each connection with a wire connector (usually orange). Make sure all twists are in the same direction. If there is no house ground wire coming from the junction box, please locate ground screw (E) on mounting bracket (B) and wrap the fixture's ground wire around ground screw (E). Use a screwdriver to tighten the top of ground screw (E) onto the wires and into the mounting bracket/mounting bracket. Tuck the wires into the junction box.

| How to Identify the Fixture's Wires |                    |  |
|-------------------------------------|--------------------|--|
| Hot                                 | Neutral            | Ground                                   |
| Smooth                              | Ribbed             | Bare Metal, Green, or Green Inner Thread |
| Black                               | White              |  |
| Black Inner Thread                  | White Inner Thread |  |

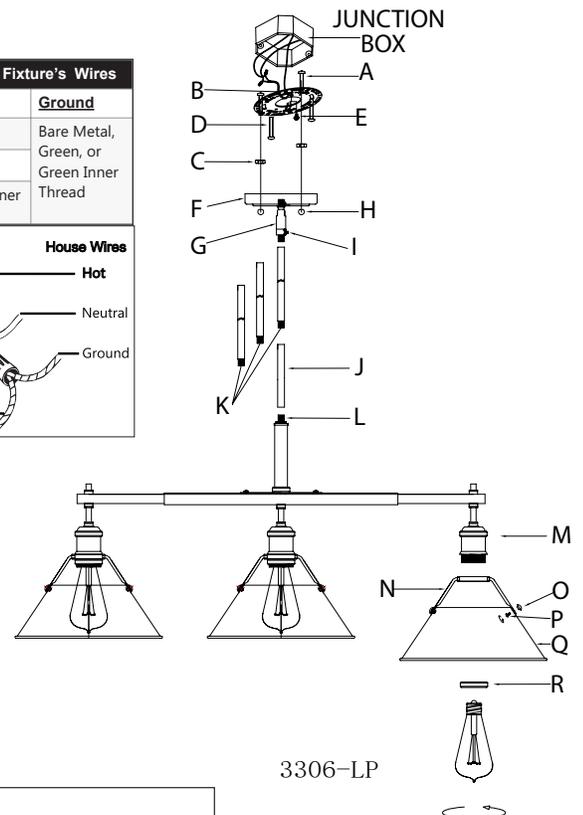
## FINISHING THE INSTALLATION

5. Push canopy (F) up to the ceiling and tightly thread nuts (H) onto the exposed threads of mounting screws (A).

6. Secure spider (N) to shades (Q) with screws (P) and decorative cap (O). Carefully slide shades (Q) over sockets (M) and secure the shades in place with socket rings (R).

Twist light bulbs into sockets (M) in accordance with the fixture's specifications. Do not exceed the maximum wattage.

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



3306-LP

## 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.