

# **BAYSIDE ARCHER DC CEILING FAN**

- **INSTALLATION**
- **OPERATION**
- **MAINTENANCE**
- **WARRANTY INFORMATION**

**CAUTION**  
**READ INSTRUCTIONS CAREFULLY FOR SAFE  
INSTALLATION AND FAN OPERATION.**

## THANK YOU FOR PURCHASING

Thank you for purchasing the latest in energy saving ceiling fans. This fan runs on DC (direct current) power which gives it the benefit of being super energy efficient whilst still maintaining high volume air-movement and silent operation.

**Energy saving** - The DC motor is the latest technology in fan design. Its highly efficient motor saves up to 65% more energy than ceiling fans with traditional AC motors.

**Silent operation** – This DC fan motor is programmed with a stabilised current which efficiently reduces motor noise.

**Low operating temperature** – The DC power is managed effectively which brings down the motor operating temperature to less than 50°C. This results in a much cooler motor than a standard AC fan and increases the longevity of the motor.

**8 speed remote control** - Regular AC ceiling fans usually come with only 3 speeds, this DC fan comes complete with a 8 speed remote, which gives a greater choice of comfort levels.

## SAFETY PRECAUTIONS

1. The appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning the use of the appliance by a person responsible for their safety.
2. Children should be supervised to ensure that they do not play with the appliance.
3. An all-pole disconnection switch must be incorporated into the fixed wiring, in accordance with local wiring rules.

### IN AUSTRALIA

#### WARNING:

**FOR SAFE USE OF THIS FAN AN ALL-POLE DISCONNECTION MUST BE INCORPORATED INTO THE FIXED WIRING IN ACCORDANCE WITH THE WIRING RULES.**

As outline in clause 7.12.2 of AS/NZS 60335-1 for meeting the minimum electrical safety of this standard.

Please note warranty will be void if installation is without a means for an all-pole disconnection incorporated in the fixed wiring in accordance with



the wiring rules.

Example: If a fan is connected to a circuit that can be isolated via an all-pole safety switch at the switchboard, then this is considered to be an all-pole disconnection to the ceiling fan electrical circuit, meeting the requirements of clause 7.12.2 of AS/NZS 60335.1.

**A single-pole switch on the active of the receiver input of remote control must also be included in the wiring, and located the same room as the ceiling fan.**



4. Do not dispose of electrical appliances, remote or batteries as unsorted municipal waste, use separate collection facilities. Contact your local government for information regarding the collection systems available. If electrical appliances are disposed of in landfills or dumps, hazardous substances can leak into the ground water and get into the food chain, damaging your health and well-being.
5. The structure to which the fan is to be mounted must be capable of supporting a weight of 18 kg.
6. The fan should be mounted so that the blades are more than 2.1 m above the floor .
7. This fan is suitable for indoor, alfresco and coastal areas where the fan is fully undercover with a minimum of 1 wall. This fan is not waterproof. When installed in an alfresco or coastal area, the ceiling fan must be positioned in a location protected from water, wind and dust. Exposure to these elements will void the warranty. Mounting the fan in a situation where it is subject to water or moisture is dangerous and may increase the risk of damage, injury or electrical shock and will void the warranty.
8. Must be assembled and installed by a licensed electrician.
9. WARNING: If unusual wobbling or oscillating movement is observed, immediately stop using the ceiling fan and contact the manufacturer, its service agent or suitably qualified persons.
10. The replacement of parts of the safety suspension system device shall be performed by the manufacturer, its service agent or suitably qualified persons.
11. The fixing means for attachment to the ceiling such as hooks or other devices shall be fixed with a sufficient strength to withstand 4 times the weight of the ceiling fan; that the mounting of the suspension system shall be performed by the manufacturer, its service agent or suitably qualified persons.



## PARTS LIST

- Unpack your ceiling fan carefully. Remove all parts and hardware.
- Lay out all the components on a smooth surface and make sure there are no components missing before assembling. If parts are missing, return the complete product to the place of purchase for inspection or replacement.
- Check whether the ceiling fan has been damaged during transport. Do not operate/install any product which appears damaged in any way. Return the complete product to the place of purchase for inspection, repair or replacement.
- Examine all parts, you should have the following:

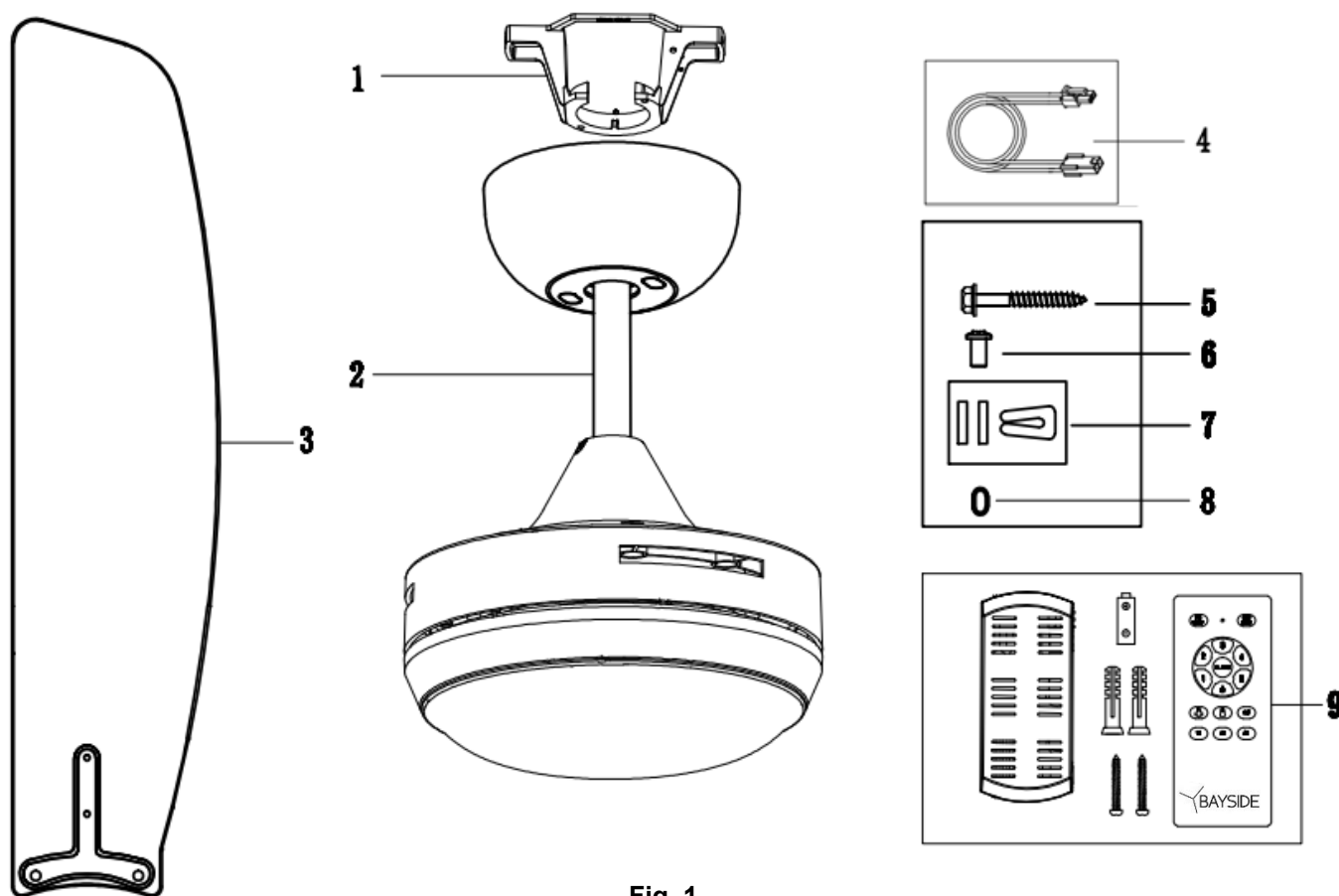


Fig. 1

1.	Mounting bracket x 1	5.	Mounting bracket screws x 2pcs
2.	Fan assembly with motor, canopy, down rod and ball joint, bottom cover x 1	6.	Spare blade screw x 1pcs
3.	Blades x 3 pcs	7.	Balance kit x 1 set
4.	Light kit extension cable x 1pcs (For use with extension down rod)	8.	Decorative chip of Canopy x 2
9.	Remote receiver and Remote controller, screw, battery, holder x 1 set		



## INSTALLING THE FAN

### TOOLS REQUIRED:

- Phillips / flat head screwdriver
- Pair of pliers
- Adjustable spanner
- Step ladder
- Wire cutter
- Wiring, supply cable as required by local provincial and national wiring codes and regulations

### INSTALLING THE MOUNTING BRACKET

- The ceiling fan must be installed in a location so that the blades are spaced 300mm from the tip of the blade to the nearest objects or walls.
- Install the hanging bracket to the ceiling joist or structure that is capable of carrying a load of at least 18kg, with two long screws provided. Ensure at least 30mm of the screw is threaded into the support. (Fig. 2)

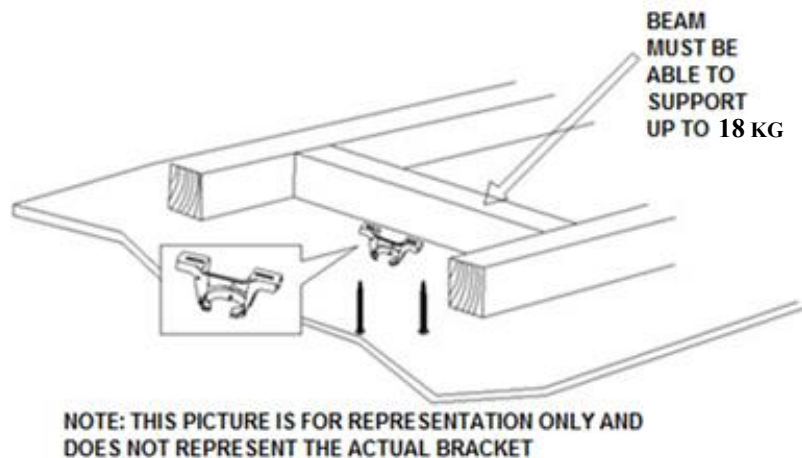


Fig. 2

**NOTE:** The bracket screws provided are for use with wooden structures only. For structures other than wood, the appropriate screw type **MUST** be used. Ensure the screws used are suitable for the mounting surface and the surrounding environment.

### ANGLED CEILING INSTALLATION

This fan hanging system supports a maximum 13 degree angled ceiling installation. (Fig. 3)

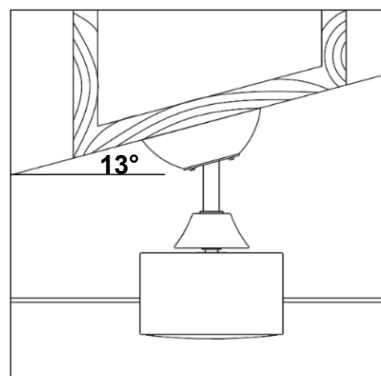


Fig. 3



## HANGING THE FAN

Lift the fan assembly onto the mounting bracket. Ensure the key slot (A) of the hanger ball is positioned on the key pin (B) of the mounting bracket (C) to prevent the fan from rotating when in operation. (Fig.4)

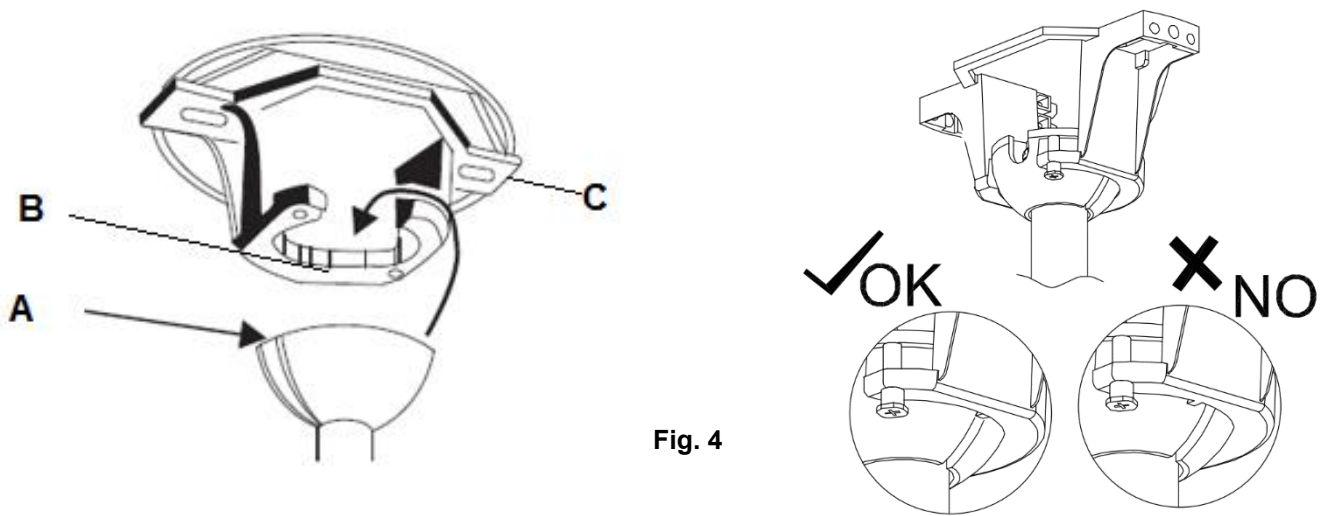


Fig. 4

## BLADE INSTALLATION

### BLADE INSTALLATION

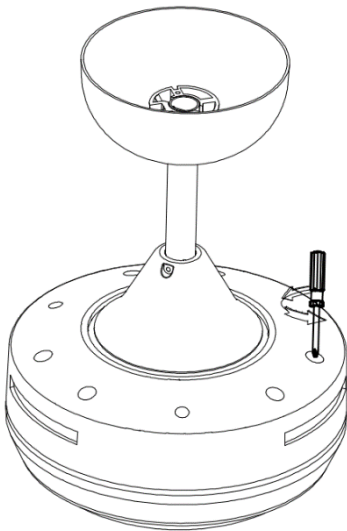


Fig. 5a

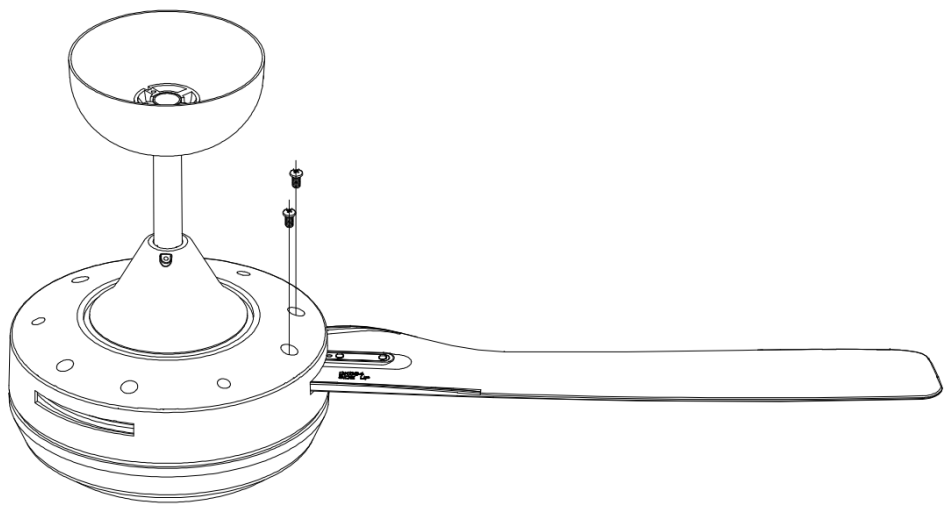


Fig. 5b

1. Remove the 2 blade screws from the fan motor assembly. (Fig. 5a)
2. insert the blade into the slot of rotating member of fan motor assembly. Align the 2 holes on the blade with the 2 holes on the rotating member of fan motor assembly and using the 2 blade screws in step 1, to secure the blade to the fan motor assembly. (Fig. 5b)

Ensure all screws are tightened evenly to reduce the chance of warping or unbalancing. Take care not to over tighten the screws, as this can damage the blades.

**Take note the correct side of the blades with the marking “SIDE UP” faces the ceiling.**



3. Repeat this process for the remaining blades. (Fig. 6)

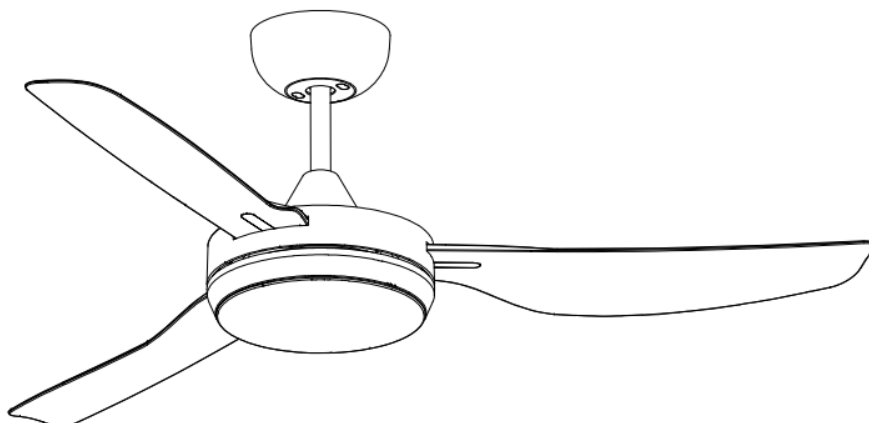


Fig. 6

## **INSTALLATION OF LAMP**

- If lamp (Not included) is required, remove the bottom cover from the fan assembly by turning counterclockwise. (Fig.7)

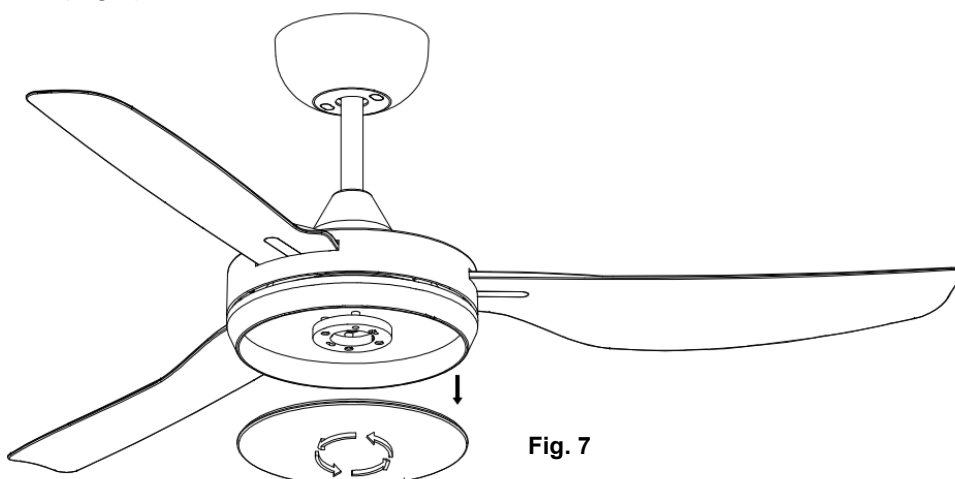


Fig. 7

- Install the lamp on the fan assembly then secure it by turning clockwise. (Fig.8)  
(NOTE: Gx53 LED lamp is an optional accessory and is not included with this appliance)

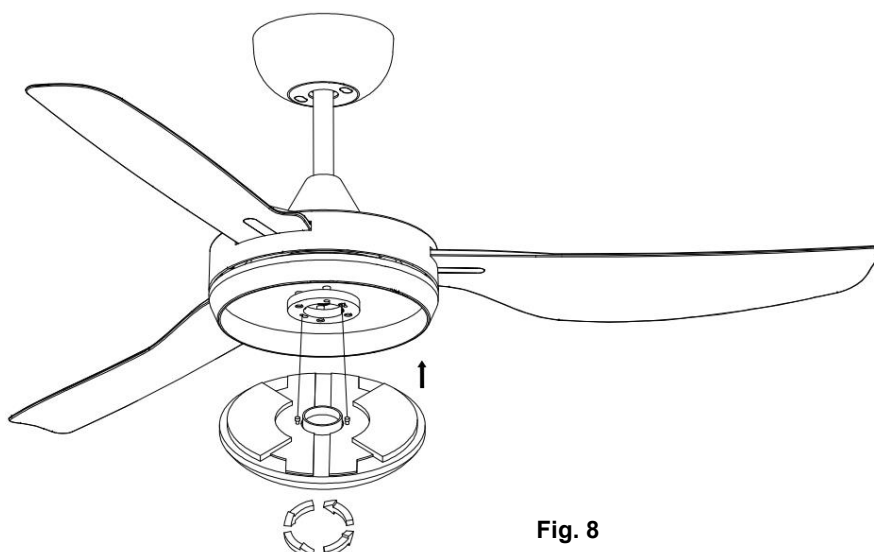


Fig. 8



**ELECTRICAL WIRING DIAGRAM THE FAN****PREPARE AND COMPLETE THE ELECTRICAL WIRING --- WIRING DIAGRAM (FIG. 9)**


**WARNING:** FOR YOUR SAFETY ALL ELECTRICAL CONNECTIONS MUST BE UNDERTAKEN BY A LICENSED ELECTRICIAN.

**NOTE:** AN ADDITIONAL ALL POLE DISCONNECTION SWITCH MUST BE INCLUDED IN THE FIXED WIRING.

**NOTE:** IF THERE ARE TWO OR MORE DC CEILING FANS INSTALLED IN THE ONE LOCATION, AN ISOLATION SWITCH IS REQUIRED FOR EACH CEILING FAN. THIS IS REQUIRED WHEN PROGRAMMING THE REMOTE AND RECEIVER TO PAIR TOGETHER.

**NOTE:** Ensure the motor earth wire is connected to the single earthing terminal block “ (1) ” in the diagram below (Fig. 9).

**From mains supply to mounting bracket terminal block:** (Fig. 9)

1. Connect the live supply wire to the “L” terminal of the terminal block on the mounting bracket.
2. Connect the neutral supply wire to “N” terminal of the terminal block on the mounting bracket.
3. Connect earth wire to the “” of the terminal block on the mounting bracket.

**From mounting bracket to receiver and motor:** (Fig. 9)

4. Insert the supply wiring quick connector (1) from the mounting bracket to the fan receiver.
5. Insert the input wires quick connector (2) from the fan assembly into the fan receiver.
6. Connect the input wires quick connector (3) from the fan receiver to the input wires quick connector (3) from the fan assembly.
7. Connect the earth wire of fan motor to the single earthing terminal block “1” from mounting bracket in the diagram below.





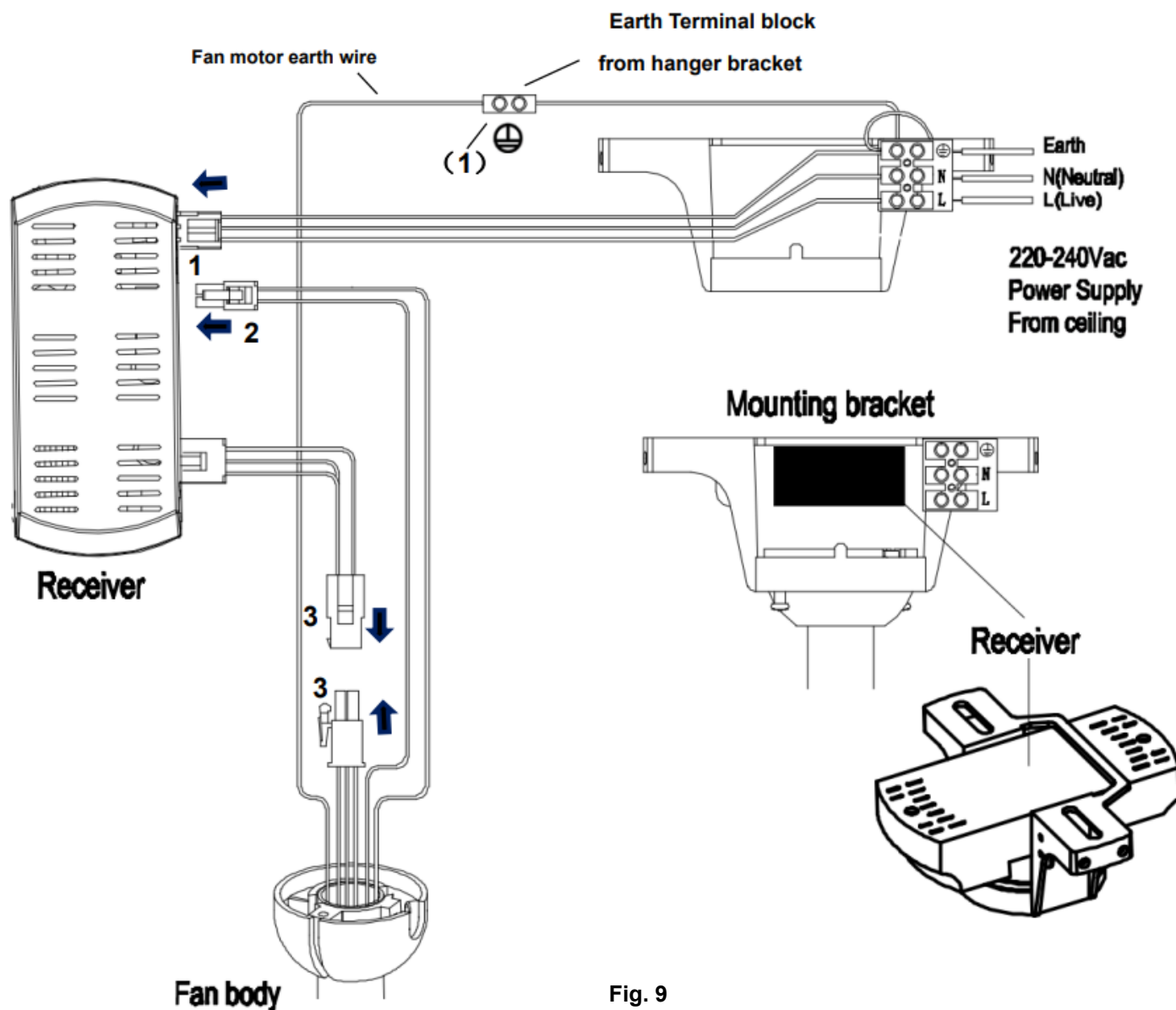


Fig. 9

Carefully insert the Remote Receiver above the hanger ball in the remainder spacing in the mounting bracket. Take care not to damage or loosen any of the wiring. (Fig. 9).



## FINISHING THE INSTALLATION

- After completing the electrical connection at the mounting bracket terminal block, connect the ceiling fan wiring via the quick connector plug.

**NOTE: Ensure the earth wiring is secure and correct, by performing an earthing continuity test from the fan's accessible metal body back to the earth terminal at the terminal block on the mounting bracket.**

### INSTALLATION OF THE CANOPY

- Loosen the 2 screws at the bottom of the mounting bracket. (Fig.10)
- Slide the canopy up to the mounting bracket and align the key holes on the canopy with the screws on the mounting bracket. Turn the canopy until it locks into place with the narrow section of the key holes and secure it by tightening the two screws. Avoid damaging the electrical wiring prepared previously. (Fig.10)
- attached the decorative chips into the holes of canopy.(Fig.11)

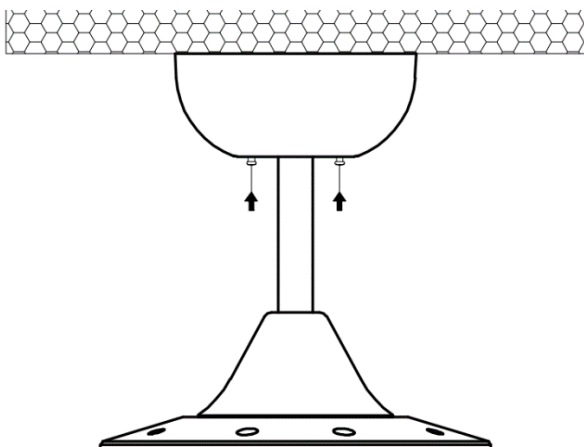


Fig. 10

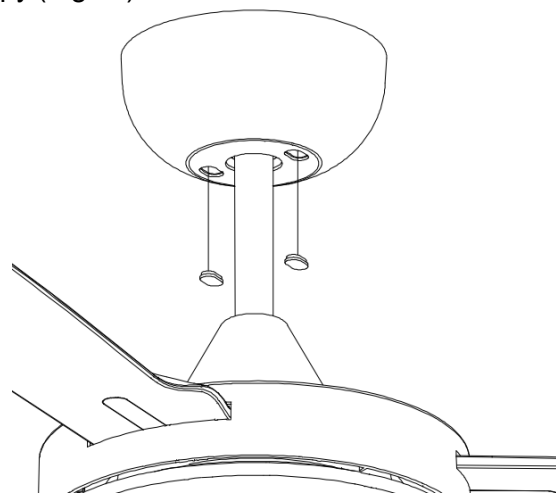


Fig. 11

### INSTALLATION OF THE REMOTE CONTROL HOLDER

- Locate a suitable wall to fix the remote control holder with the 2 screws & 2 anchors . (Fig.12a).
- Slide the remote into the holder to rest the remote. (Fig. 12b)

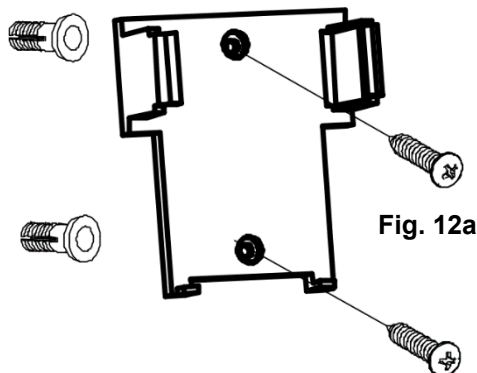


Fig. 12a



Fig. 12b



## USING YOUR CEILING FAN

### REMOTE CONTROL

1. Open the battery compartment cover by removing the securing screw and insert 2 x AAA battery. Note the correct battery polarity (+/-) when inserting the battery, and then replace the cover and secure with the screw.
2. Test the remote by pressing and hold any button. A red LED will be lit up at the top of the remote to indicate that there is power to the remote and it is ready for use to control the fan.
3. Follow the guide below to operate the fan and learn the functions.

#### (1) Fan On/Off

#### (2) Light On/Off

#### (3) Speed control

There are 6 available speeds. "1" button is for the lowest speed, and "6" button is for the highest speed.

**NOTE:** when you turn on the fan for the first time or switch the main power to the controller, you need to start the fan on high "6" speed first and then choose a lower speed. A 5-10 seconds is required to allow the DC fan to respond to the remote each speed or fan direction selection.

#### (4) Natural wind

Press this button to set the fan running at changing speed automatically. If the fan is working at speed ECO, 1, 2, 3, then press this button, and the fan speed will cycle automatically among the speeds of "ECO", 1, 2 and 3. If the fan is working at speed 4, 5, 6, "TURBO", then press this button, and the fan speed will cycle automatically among the speeds of 4, 5, 6 and "TURBO".

#### (5) Fan ECO button

Press this button to rotate at a lower rotation speed than "1" speed.

#### (6) Fan TURBO button

Press this button to rotate at a higher rotation speed than "6" speed.

#### (7) Forward/Reverse button

#### (8) Timing control of the fan (1 hour, 4 hours, 8 hours)

**Note:** Fan timer OFF function will only activate when the fan is running

The remote has memory function. If the fan or light is turned off by the isolating switch over 7 seconds, the next time to turn on the fan or light will be on last setting

### THE FAN RECEIVER & REMOTE PAIRING

**NOTE:** The pairing of the remote and receiver has been done at the factory.

**When the ceiling fan is installed, pairing the fan receiver and remote is NOT required.**

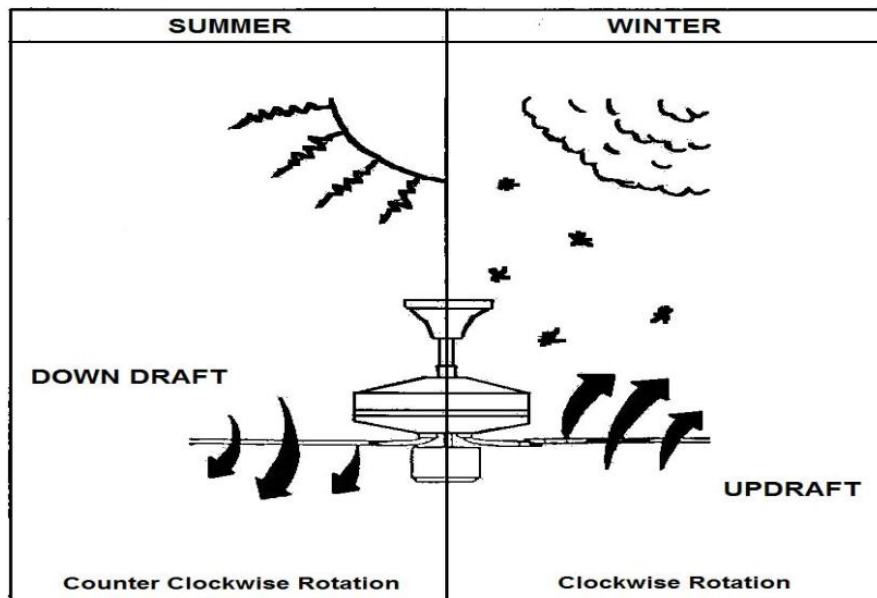


## Reverse function

Your ceiling fan can operate either in fan (summer) mode or reverse fan (winter) mode. Use the "forward/reverse" button on the remote to switch between summer and winter mode.

**Summer mode:** The fan will rotate in an anticlockwise direction. The airflow will be directed downwards, for cooling in summer.

**Winter mode:** The fan will rotate in a clockwise direction. The airflow will be directed upwards, for energy conservation, ensuring an even temperature throughout your room during winter.



## REPAIRING THE FAN RECEIVER & REMOTE PAIRING

**Note:** The remote and receiver have already been paired during manufacturing. The following steps are only necessary if remote and fan become unpaired or if pairing multiple fans.

Should the remote and receiver lose control after installation or during use, the pairing of the remote and the receiver must be repaired. Below are the operating symptoms and method to repair the pairing of the DC ceiling fan remote and receiver.

### **Symptoms:**

- Loss of control - Fan is only running at high speed after installation
- Loss of control - No reverse function after installation
- Loss of control - Remote cannot communicate with the receiver

### **Repairing Steps:**

- Switch OFF the main power to the ceiling fan at least 1 minute.
- Switch on the main power to the ceiling fan. Press and hold the "FAN ON/OFF" button on the remote for 5 seconds within 30 seconds after switching on. There will be a notification 'beep' sound from the receiver to indicate that the pairing process is successful.
- Turn on and select the different speed of the ceiling fan to check the operation of the fan.



## AFTER INSTALLATION

**NOTE:** Ceiling fans tend to move during operation due to the fact that they are mounted on a rubber grommet. If the fan was mounted rigidly to the ceiling it would cause excessive vibration. Movement of a few centimetres is quite acceptable and DOES NOT suggest any problem.

**TO REDUCE THE FAN WOBBLE:** Please check that all screws which fix the mounting bracket and down rod are secure.

**BALANCING KIT:** A balancing kit is provided to balance the ceiling fan on initial installation. Please refer to the instruction on how to use the balancing kit. The balancing kit can be used to assist re-balancing should the ceiling fan become un-balanced again. Store your balancing kit away after installation for future use if required.

### **NOISE:**

When it is quiet (especially at night) you may hear occasional small noises. Slight power fluctuations and frequency signals superimposed in the electricity for off-peak hot water control, may cause a change in fan motor noise. This is normal. Please allow a 24-hour “settling-in” period, most noises associated with a new fan disappear during this time.

The manufacturer’s warranty covers actual faults that may develop and NOT minor complaints such as hearing the motor run – All electric motors are audible to some extent.

**Beep:** When the receiver detects a problem with the fan, it will emit a “beeping” sound. If the receiver beeps 6 times, check all the interconnector wiring and ensure it makes good contact and the colours match.

## CARE & CLEANING

**NOTE:** Always turn OFF the power at the mains switch before performing any maintenance or attempting to clean your fan.

- Every 6 months periodic cleaning of your ceiling fan is the only maintenance required. Use a soft brush or lint free cloth to avoid scratching the paint finish. Please turn off electricity power when you do so.
- Do not soak or immerse your ceiling fan in the water or other liquids. It could damage the motor or the blades and create the possibility of an electrical shock.
- Ensure that the fan does not come in contact with any organic solvents or cleaners.
- To clean the fan blade, wipe with only a damp clean cloth with NO organic solvents or cleaners.
- The motor has a permanently lubricated ball bearing so there is no need to oil.



### SAFETY PRECAUTIONS FOR BATTERY

- **WARNING** – Keep new and used batteries away from children.
- **CAUTION** – Do not ingest battery—Chemical burn hazard.
- Always use 2 x AAA battery type with this ceiling fan remote controller.
- Ensure the batteries are inserted with the correct polarity.
- To prevent false operation during battery insertion or replacement, this ceiling fan must be disconnected from the supply mains.
- non-rechargeable batteries are not to be recharged;
- different types of batteries or new and used batteries are not to be mixed;
- Remove batteries from the product when not in use for long periods of time.
- Batteries must be removed from the remote transmitter before it is discarded.
- Dispose of exhausted batteries immediately and safely (so they cannot be retrieved by children). Batteries can still be dangerous. Contact your local council to safely dispose of the battery.
- Regularly check the product and make sure the battery box lid is correctly secured. If the battery compartment does not close securely, stop using the product and keep it away from children.
- If you think batteries might have been swallowed or placed inside any part of the body, seek immediate medical attention. If you suspect your child has swallowed or inserted a button battery, immediately call the 24-hour Poisons Information Centre on **13 11 26** for fast, expert advice.
- Battery Leaks: Battery contains chemicals and should be treated as any chemical would. Take precautions when handling leaked battery chemicals. Battery chemicals should not be placed near the eyes or ingested. Contact Poisons Information Centre on **13 11 26** for fast, expert advice.

### TECHNICAL INFORMATION

Fan	48" ARCHER DC fan	52" ARCHER DC fan
Fan Models	SKU# 213022 / SKU# 213027	SKU# 213023 / SKU# 213028
Rated Voltage	220-240V~ 50Hz	
Rated Wattage (Motor)	40W	
Rated wattage (Lamp)	SKU# 128163: GX53, 21W, 2510lm, 3000K-4000K-5000K, <b>non-dim</b> (not Included)	
Battery for remote	2 x AAA (Included)	
Weight	4.2kg	4.5kg
Canopy Dimensions	H:54mm Dia:155mm	



# BAYSIDE CEILING FAN WARRANTY DETAIL

BAYSIDE WARRANTY HOTLINE - 1300 289 808

**THIS WARRANTY IS VALID IN AUSTRALIA ONLY**

In the event of service being required, please call the Bayside Fan Warranty Hotline on 1300 289 808 between 9am & 5pm (EST) Monday to Friday. Please make sure you have all the ceiling fan details filled out at the end of the manual before making the call.

Every Bayside ceiling fan is thoroughly inspected and tested before being released for sale. In addition to any warranty rights or conditions under statutory regulations, Bayside warrants all of its ceiling fans against defective workmanship and faulty materials with an in-home warranty period of twenty four (24) months from the date of purchase. Following this, an additional forty eight months (48) part replacement warranty applies.

Bayside undertakes, at its option, to repair or replace, free of charge, each product or part thereof on condition that;

1. The fan or relevant part has not been subjected to misuse, neglect, or been involved in an accident.
2. The repairs are not required as a result of normal wear and tear.
3. The product was installed by a licensed electrical contractor.
4. A copy of the original receipt of purchase is presented.
5. 12 month warranty applies when used in any non-domestic applications.
6. This warranty does not cover stains, scratch and scuff marks, or dents if the product is purchased through a factory outlet or to refurbished items.

Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure.

Bayside design cannot be held responsible for any repair other than those carried out by it or one of its Authorised Service Agents. Please keep this warranty information in a safe place. This information must be produced in the event of service being required.

Distributed by:

Bayside Fans and Lighting

140 Fulton Drive, Derrimut 3026, Victoria, Australia

Ph: 1300 289 808

Email: [warranty@baysidefansandlighting.com.au](mailto:warranty@baysidefansandlighting.com.au)





## CEILING FAN WARRANTY INFORMATION

BAYSIDE WARRANTY HOTLINE - 1300 289 808

Complete and retain this form for your personal records and warranty purposes.

NAME.....

ADDRESS.....

.....POSTCODE.....

MODEL NUMBER.....

(PO# + DATECODE Sticker here)

PO NUMBER or DATECODE .....

DATE OF PURCHASE.....

INSTALLING LICENSED ELECTRICIAN.....

.....

LICENCE No.....

ATTACH PROOF OF PURCHASE HERE

