



# 20" OSCILLATING PEDESTAL FAN

## INSTRUCTION MANUAL

#73AVF20PX

# TABLE OF CONTENTS

PRODUCT INTRODUCTION.....	3
IMPORTANT INSTRUCTIONS.....	3
WARNINGS.....	4
RULES FOR SAFE OPERATION.....	5
OPERATING INSTRUCTIONS.....	5
FAN ASSEMBLY INSTRUCTIONS.....	6
FAN ASSEMBLY DIAGRAM.....	7
CARE AND MAINTENANCE.....	8

## SPECIFICATIONS

MODEL	VOLTAGE	WATTS	HERTZ
73AVF20PX	120V	120W	60Hz

# PRODUCT INTRODUCTION

This product is intended for indoor office, industrial, or other commercial applications. Use only with electrical wiring that is in good working order and that meets applicable codes and ordinances. If you have any questions whether your wiring is adequate, consult a qualified electrician.

While using your Boltic fan, you should follow the **IMPORTANT INSTRUCTIONS** listed below. As part of those instructions, we have used the word “**WARNING**” to indicate the level of hazard: **WARNING** indicates a hazard which, if not avoided, could result in injury or death.

## IMPORTANT INSTRUCTIONS

As with all electrical appliances, basic safety precautions should always be followed to reduce the risk of electric shock, fire, or injury to persons, including the following precautions:

- Read all the instructions before using this fan.
- Use this fan only as described in this manual. Any other use not recommended by the manufacturer may cause electrical shock, fire, or injury to persons.
- Do not operate the fan with a damaged power cord or after the fan malfunctions or has been dropped in any manner.
- Use of extreme caution is necessary when any fan is used by or near children, disabled persons, or pets, and whenever the fan is left operating unattended.
- Do not place the fan on small, unlevel, or uneven surfaces, or on any surface which might allow fan to tip or fall.
- For proper operation, fan should be placed on a smooth, noncombustible, level surface.
- Always unplug fan when not in use, when moving from place to place, when assembling or disassembling parts, and before cleaning.
- The use of attachments not recommended or sold by the manufacturer may cause hazards.
- Do not use outdoors.
- Do not use fan in a window. Rain may cause electrical hazard (for non-window models).
- Do not operate the fan with blade guards or any safety device removed.
- A dedicated circuit must be used with this equipment. Avoid the use of extension cords due to risk of fire.
- Do not run power cord under carpeting. Do not cover cord with throw rugs, runners, etc. Arrange cord away from high-traffic areas to avoid tripping hazard.
- Do not insert or allow any object to enter any openings on the fan. Doing so may cause electric shock and / or fire hazard. Avoid contact with moving parts.

# WARNINGS



## OBSERVE THE FOLLOWING:

### **WARNING: Shock Hazard**

Use your fan only in dry environments. This fan is not intended for use in a bathroom, laundry area, or similar locations, or near sinks, washing machines, swimming pools, or other sources of water. Never locate fan where it may fall into a bathtub or other water receptacle. DO NOT use in damp environments such as flooded basements.

### **WARNING: Hot Surfaces**

DO NOT touch fan motor when in use. This motor is hot when in use. To avoid burns, DO NOT let bare skin touch hot surfaces.

### **WARNING: Fire Hazard**

Fans have arcing or sparking parts inside. DO NOT use near combustible materials, flammable gases, or sources of heat. DO NOT USE in areas where gasoline, paint, or flammable materials are used or stored. To prevent a possible fire, DO NOT block air intakes or exhaust in any manner. DO NOT insert or allow foreign objects to enter any ventilation or exhaust opening, as this may cause an electric shock, fire, or damage to the fan.

### **WARNING: Electrical Shock Hazard**

Do not use with damaged cord or plug. Use with adequate electrical system that is up to code.

**CAUTION:** To prevent electric shock, this product has a 3-prong grounded plug that must be inserted into a matching properly grounded outlet to reduce the risk of electrical shock. DO NOT attempt to bypass this safety feature.

**DO NOT** operate any fan with a damaged cord or plug, after fan malfunctions, or after fan has been dropped or damaged in any manner. Unplug the fan when not in use. DO NOT operate fan with its ventilation obstructed.

### **WARNING:**

1. To reduce the risk of fire or electric shock, do not use this fan with any solid state speed control device.
2. This appliance has a ground plug which is intended to fit in an outlet only one way. If this does not fit an outlet, contact a qualified electrician. Do not attempt to bypass this procedure.
3. This product is for indoor use only.
4. Unplug from electrical supply source before cleaning.
5. If the power cord is damaged, contact your local service center or a qualified electrician to install an appropriate replacement cord to prevent any injury or damage.
6. This 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 use of the appliance by a person responsible for their safety.
7. Children should be supervised to ensure that they do not play with the appliance.

# RULES FOR SAFE OPERATION



**TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR INJURY TO PERSONS, OBSERVE THE FOLLOWING:**

1. Never insert fingers, pencils, or any other object through the guard when the fan is running.
2. Disconnect the fan when moving from one location to another.
3. Disconnect the fan when removing grilles for cleaning.
4. Ensure the fan is on a stable surface when operating to avoid overturning.
5. DO NOT use the fan in a window. Rain may create electrical hazard.
6. The fan is for commercial use only.
7. DO NOT leave the fan running unattended.

## OPERATING INSTRUCTIONS

### **Fan Operation:**

Always operate the fan in the upright position following all instructions and recommendations listed in this manual.

### **Fan Connection:**

Plug fan directly into 120V A.C., 60 Hz wall outlet. Ensure plug fits tightly in the outlet. A loose connection may cause overheating and damage to the plug or fan.

*NOTE: To prevent overloading a circuit, do not plug the fan into a circuit that is servicing other electrical needs.*

### **Speed Control:**

Select air speed by setting switch at the back of the fan. Select LOW, MEDIUM, or HIGH speed for desired air movement.

### **To Adjust Airflow Upward or Downward:**

Use the wrench to loosen bracket screw #21, adjust the fan head to desired angle, and tighten the screw again.

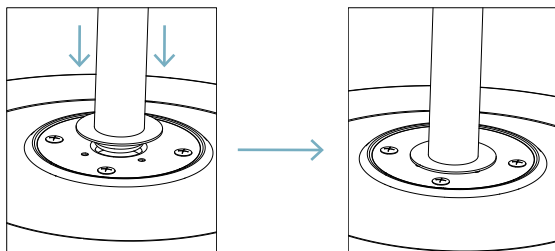
### **To Adjust Fan Height:**

Loosen the screw nut on the outer pole. Adjust the fan to the desired height and tighten the screw.

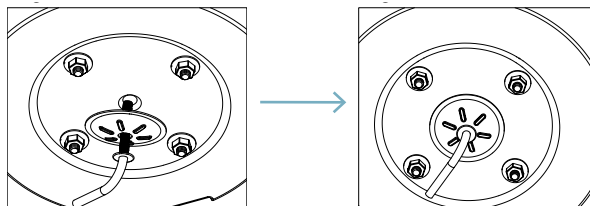
# FAN ASSEMBLY INSTRUCTIONS

Simple assembly is required to use this fan.

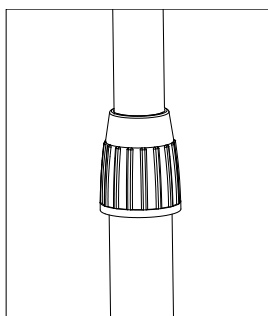
- 1.** Insert the end of the outer pole (#13) into the base (#16) hole.



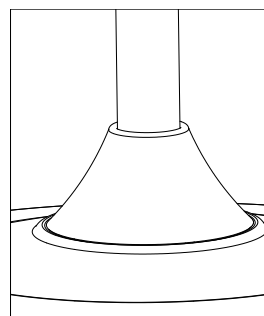
- 2.** Align the hole on the base (#16) with the hole on the clump weight (#17). Insert the L-shape screw bolt (#20) through the holes using the big washer (#19).



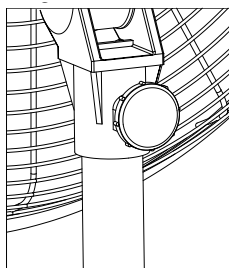
- 3.** Loosen the extension pole screw nut (#12) on the outer pole (#13) and pull out the extension pole (#11) from the outer pole.



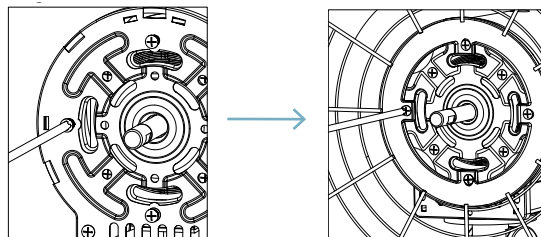
- 4.** Insert the decorative cap (#14) through the outer pole (#13).



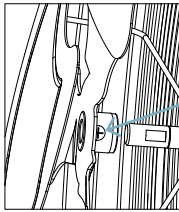
- 5.** Thread extension pole screw nut (#12) onto threads of outer pole (#13) and tighten. Take fan motor housing (#6), insert into extension pole (#11), and tighten the neck screw (#10) securely.



- 6.** Remove four mounting screws (#5) from motor housing (#6) where indicated to use for rear guard (#4), then assemble rear guard onto motor housing using mounting screws. Tighten the four mounting screws securely.

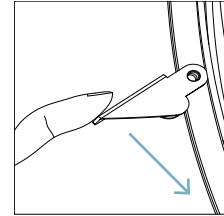
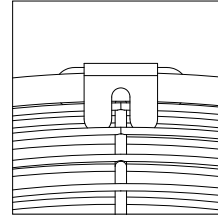


- 7.** Loosen the blade screw (#3) on the fan blade (#2), then place the fan blade onto the motor shaft. See the sticker on the fan blade to ensure the front and back are facing the correct direction. Tighten the blade by setting the screw securely on a flat surface on the motor shaft.

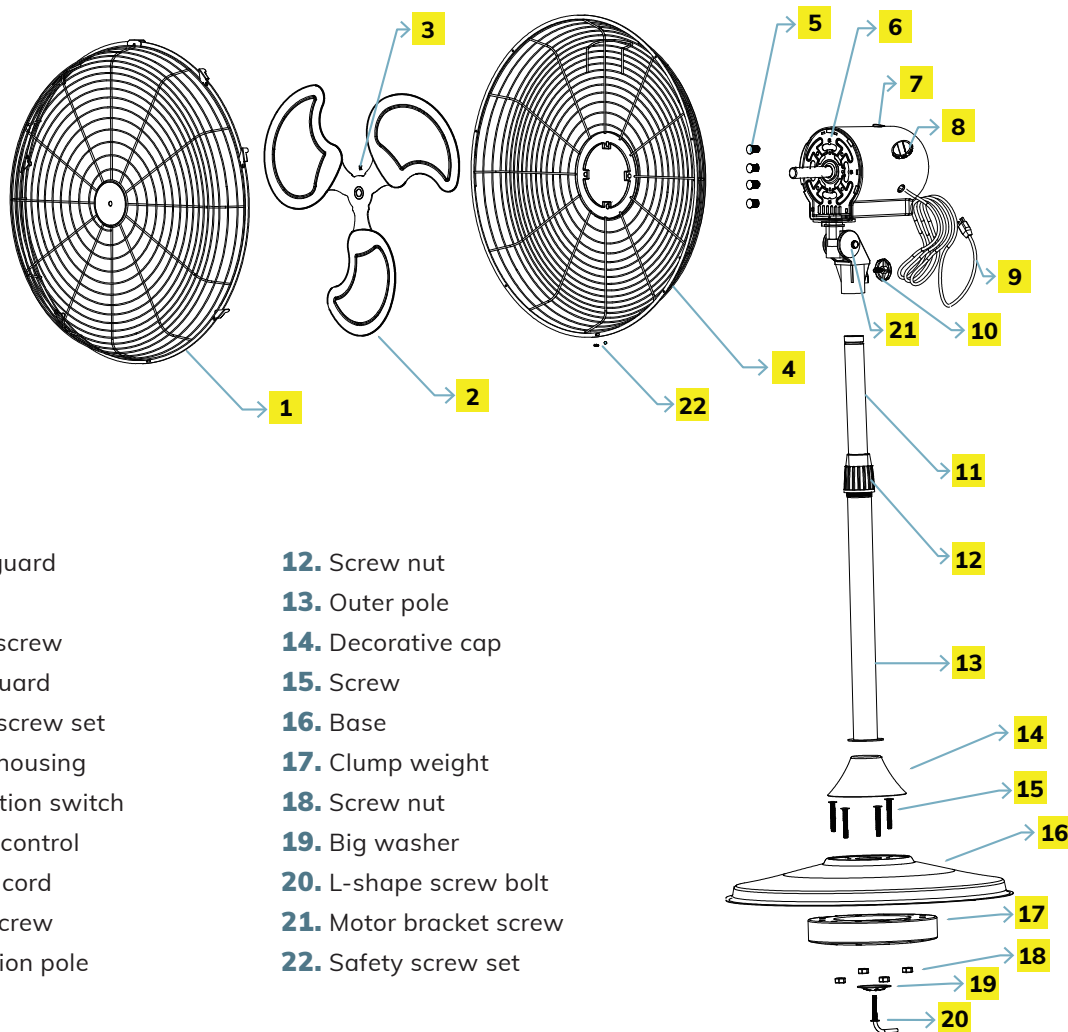


**BLADE SCREW**

- 8.** Attach front guard (#1) to rear guard (#4) with hook clip centered on the top above the wire handle. Press remaining guard clips onto the rear guard to securely attach front guard. Do not operate fan without the guard in place.



## FAN ASSEMBLY DIAGRAM



- |                              |                                |
|------------------------------|--------------------------------|
| <b>1.</b> Front guard        | <b>12.</b> Screw nut           |
| <b>2.</b> Blade              | <b>13.</b> Outer pole          |
| <b>3.</b> Blade screw        | <b>14.</b> Decorative cap      |
| <b>4.</b> Rear guard         | <b>15.</b> Screw               |
| <b>5.</b> Motor screw set    | <b>16.</b> Base                |
| <b>6.</b> Motor housing      | <b>17.</b> Clump weight        |
| <b>7.</b> Oscillation switch | <b>18.</b> Screw nut           |
| <b>8.</b> Speed control      | <b>19.</b> Big washer          |
| <b>9.</b> Power cord         | <b>20.</b> L-shape screw bolt  |
| <b>10.</b> Neck screw        | <b>21.</b> Motor bracket screw |
| <b>11.</b> Extension pole    | <b>22.</b> Safety screw set    |

# CARE AND MAINTENANCE

## Cleaning:

- CAUTION - Before cleaning the fan, be sure to disconnect power cord from the plug. Clean the grille surface with a clean, damp cloth. DO NOT use harsh chemicals or abrasive cleaners. DO NOT IMMERSE THE FAN OR ANY WIRES IN WATER. Replace front grille before fan use.
- Allow fan to dry completely before use. Periodic grille cleaning with a vacuum will prevent dust buildup. The motor is sealed and does not require any interior maintenance, cleaning, or lubrication.

## Maintenance:

- The internal motor bearings are permanently lubricated at the factory and do not require any additional lubrication.

## Repair:

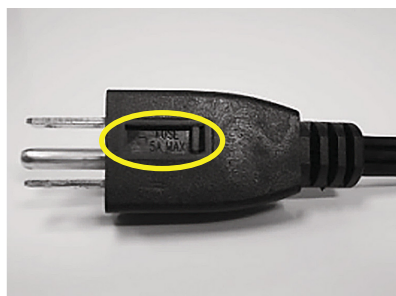
- **DO NOT OPERATE THE FAN WITHOUT THE GRILLE IN PLACE. DO NOT USE THE FAN IF IT HAS MALFUNCTIONED OR BECOME DAMAGED IN ANY WAY.**

### Replacing the Fuse:

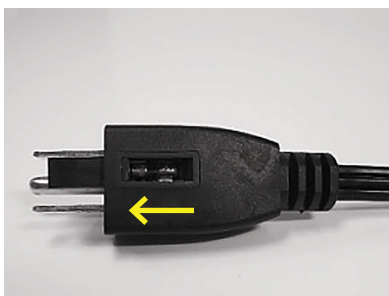


NOTE: This product employs overload protection (fuse). A blown fuse indicates an overload or short-circuit situation. If the fuse blows, unplug the product from the outlet. Replace the fuse as per the user servicing instructions (follow product marking for proper fuse rating) and check the product.

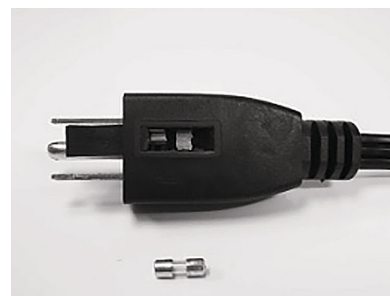
1. Grasp plug and remove it from the receptacle or other outlet device. Do not unplug by pulling on the cord. Open the fuse cover by sliding open fuse access cover on top of attachment plug towards the blades.



2. Remove fuse carefully. Use a small tool to pry the end of the fuse from the holder cavity. Be careful not to break glass window.  
WARNING: Risk of fire.



3. Replace fuse. Replace fuse only with identical 2.5 or 5.0 amp, 125V fuse (3.6 mm x 10 mm). Be sure fuse is properly seated within its cavity. Close fuse cover by sliding it back to its original closed position.



## Storage:

- Keep original carton for storage of the fan. Coil and tie the power cord to avoid damage during storage.