

# INSTALLATION INSTRUCTIONS

3814F, 3816F

## GENERAL

1. To ensure successful installation, the following instructions and diagram(s) should be read and understood.
2. All electrical connections must be made in accordance with the National Electric code and local codes and ordinances. If you are uncertain how to install electrical wiring and lighting fixtures, secure the services of a qualified licensed electrician.

## TOOLS NEEDED

Blade screwdriver, phillips screwdriver, slip joint pliers or small adjustable wrench, wire cutter/stripper, electrical current tester, stepladder and electrical tape.

## INSTALLATION PREPARATION

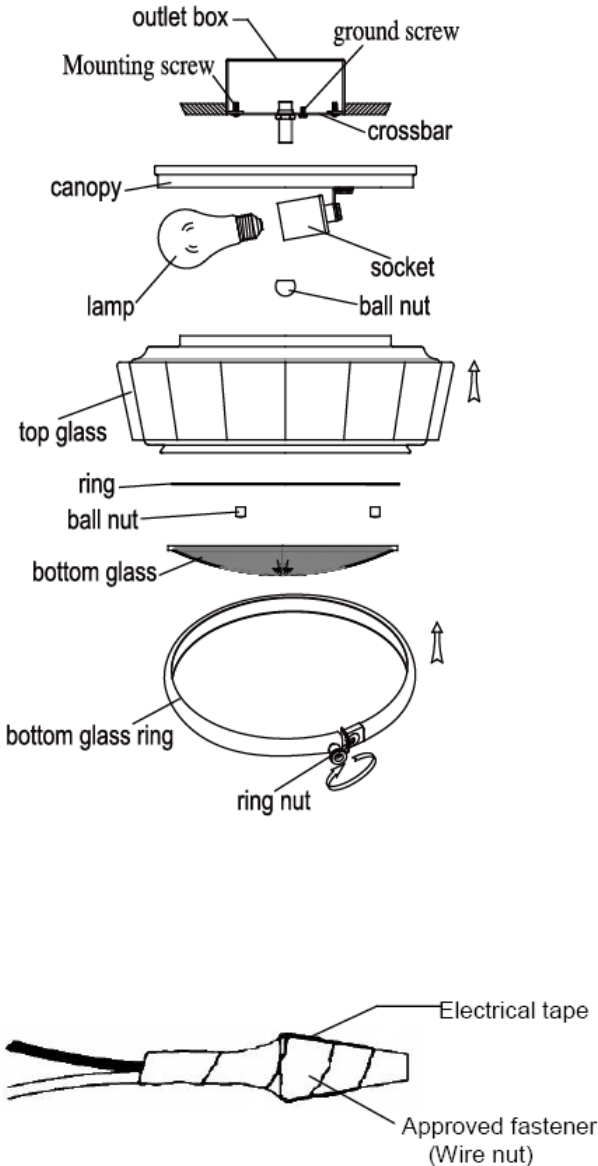
1. **TURN OFF THE ENTIRE ELECTRICAL CIRCUIT TO WHICH THE LIGHTING FIXTURE IS TO BE ATTACHED.** Turn circuit breaker to the "off position or completely remove the fuse controlling the circuit.
2. If an existing fixture is being replaced, remove it and note to which of the wires in the outlet box the fixture was attached. **DO NOT SEPARATE MULTIPLE TWISTED WIRES THAT MAY BE IN THE BOX. DO NOT DAMAGE THE INSULATION OF OLDER WIRING.** In regular circumstances the BLACK wire will be the "Hot" lead and the WHITE wire will be the "Neutral" or "Common" lead. A GREEN or BARE COPPER wire is the "Ground". In older buildings it is always good practice to reconfirm the polarity of the wiring.
3. This fixture is designed to be mounted on an octagon box. The box must be securely mounted to the structure of the building.

## FIXTURE INSTALLATION

1. Remove the fixture and parts bag(s) from the carton. Before discarding the carton, double check to make certain that all parts are found.
2. Attach the mounting bar to the outlet box. (The green screw should face out). Pull wires out of box. Thread the nipple onto the mounting bar.
3. Fasten the bare ground wire to the green or bare copper wire in the outlet box or the green screw on the crossbar.  
**NEVER FASTEN THE GROUND WIRE TO THE BLACK OR "HOT" WIRE ! FAILURE TO FOLLOW THIS INSTRUCTION COULD RESULT IN SERIOUS INJURY OR DEATH !**
4. Fasten the fixture lead with the ridge(s) to the white wire in the outlet box. Fasten the wires together with an approved fastener (wire nut) Starting about 1" below the fastener, tightly wrap the connection with electrical tape so that the tape seals the end of the fastener. **Make sure that there is no exposed wire or strands that could cause a dangerous short circuit !**
5. Connect the black fixture wires to the black wire in the outlet box. Fasten the joined wires as in step 4.
6. Place the canopy over the outlet box and fasten it by the ball nut.
7. Attach the top glass to the canopy and fasten it by the ring and ball nut.
8. Install the lamp. The fixture is rated for 60 watt type A lamp.
9. Attach the bottom glass to the top glass and secure it by the bottom glass ring, fasten the ring nut.
10. Restore power to circuit at breaker or fuse box.

**DO NOT EXCEED RECOMMENDED WATTAGE !**

**NOTE:** The important safeguards and instructions outlined on this sheet are not meant to cover all possible conditions and situations that may occur. It must be understood that common sense, caution and care are factors that cannot be built into any product. Caution and care must be supplied by the person(s) installing, operating and maintaining this lighting fixture.



Thank you for purchasing our lighting fixture.

Please clean with a soft, dry cloth ONLY! Do not use cleansers.

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