Our adjustable, stylish & durable pedestal fan

16 INCH PEDESTAL FAN INSTRUCTION MANUAL
Please read all of the instructions carefully and retain for future reference.

**Safety Instructions**

When using electrical products, basic safety precautions should always be followed. Check that the voltage indicated on the rating plate corresponds with that of the local network before connecting the product to the mains power supply. Children younger than 3 years old should be kept away from the product unless continuously supervised. Children aged from 3 years and less than 8 years should not plug in, regulate or clean the product or perform user maintenance. Children aged from 8 years and people with reduced physical, sensory or mental capabilities or lack of experience and knowledge can use this appliance, only if it has been placed in its intended operating position and they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved. Children should not perform cleaning or user maintenance unless they are older than 8 years and supervised. This is not a toy - children should be supervised to ensure they do not play with the product. Always unplug the product and allow to cool fully after use and before any cleaning or maintenance. Normal voltage is still present in this product as long as the product is connected to the electrical source. This product contains no user serviceable parts. If the power supply cord, plug or any part of the product is malfunctioning or if it has been dropped or damaged, only a qualified electrician should carry out repairs. Improper repairs may place the user at risk of harm. Keep the product and its power supply cord out of the reach of children and away from heat or sharp edges that could cause damage. This includes any parts of the product that may become...
hot during use and other heat emitting products. Keep hands, fingers, hair and any loose clothing away from the rotating parts of the product. Do not immerse the product in water or any other liquid. Do not operate the product with wet hands. Do not leave the product unattended whilst connected to the mains power supply or when in use. Do not remove the product from the mains power supply by pulling the cord; switch it off and remove the plug by hand. Do not use this product for extended periods of time. Do not leave the product plugged in or operating overnight. Do not use the product for anything other than its intended use. Do not use this product outdoors. Do not move the product whilst it is in use. Do not shake the product. Do not cover the product. Do not put objects into any of the openings. Do not clean the product with abrasive chemicals or materials such as scourers, as they may damage the product. This includes insecticide and chemical solvents. Only lift the product with the carry handles provided. Always use the product on a flat, stable surface. Use of an extension cord with the product is not recommended. This product should not be operated by means of an external timer or separate remote control system, other than that supplied with this product. This product is intended for domestic use only. It should not be used for commercial purposes. **Warning:** If a strong odour is emitted from the product, turn the unit off and unplug it from the mains power supply.
Care and Maintenance

Always wait until the pedestal fan has stopped completely and unplug it from the mains power supply before performing any cleaning or user maintenance. Wipe the pedestal fan with a soft, damp, lint-free cloth and allow to dry thoroughly. Do not immerse the pedestal fan in water or any other liquid. Do not use abrasive cleaning solvents, polishes or scouring pads to clean the pedestal fan, as this may cause damage.

Getting Started

Remove the pedestal fan from the box. Remove any packaging from the pedestal fan. Place the packaging inside the box and either store or dispose of safely.

In the Box

16 Inch Pedestal Fan
Front grill
Rear grill
Rear grill locking nut
Grill screw with nut
Fan blade unit
Blade locking cap

Adjustable base pole and height adjustment collar
Motor assembly
Cross base legs (qty. 2)
Cross base leg screws (qty. 4)
Plastic feet (qty. 4)
Plastic base screw cover

Features

Adjustable tilting head
3 speed settings
Oscillation function
Adjustable fan height up to 120 cm
Durable fan blades

Mesh guard
Sturdy base provides extra stability
40 W power
Cable length: 1.5 m
Input: 220-240 V ~ 50 Hz
Description of Parts

1. 16 Inch Pedestal Fan main unit
2. Motor assembly shaft
3. Rear grill
4. Metal handle
5. Oscillation switch
6. Motor assembly
7. Tilting head with locking mechanism
8. Height adjustment collar
9. Fan blade unit
10. Logo plate
11. Front grill
12. Grill screw with nut
13. Adjustable cooling speed buttons
14. Off button
15. Adjustable base pole
16. Cross base legs
17. Cross base screw cover
18. Plastic feet
19. Blade locking cap
20. Rear grill locking nut
21. Main unit set screw
Assembling the 16 Inch Pedestal Fan

Assembling the Base

**STEP 1:** Attach the cross base leg with the cut-out section to the top of the other cross base leg and firmly press down to secure them into position.

**STEP 2:** Remove the four screws from the cross base legs and then attach the adjustable base pole by aligning the stabiliser holes with the screw holes on the cross base legs.

**STEP 3:** Insert the screws through each of the aligned holes and carefully tighten in a clockwise direction.

**STEP 4:** Remove the height adjustment collar and slide the cross base screw cover over the adjustable base pole, align the cut-outs with the cross base legs and push into position. Replace the height adjustment collar by twisting in a clockwise direction.

Assembling the Fan Head

**STEP 1:** Remove the blade locking cap from the motor assembly by twisting it in a clockwise direction and then remove the rear grill locking nut by twisting it in an anticlockwise direction.

**STEP 2:** Position the rear grill over the motor assembly shaft, checking that it is aligned with the small plastic pins on the motor assembly and that the metal handle at the back of the rear grill is in an upright position. Secure the rear grill by adding the rear grill locking nut and twist it in a clockwise direction to tighten.

**STEP 3:** Place and push the fan blade unit onto the motor assembly shaft, so that the locking tabs on the spindle align with the corresponding slots on the rear of the fan blade unit. Add the blade locking cap and twist it in an anticlockwise direction until the fan blade unit is secured into position.

**STEP 4:** Open the clips around the outer edge of the front grill and position it onto the rear grill, checking that the screw holes on both grills are aligned at the bottom. Fasten the clips around the outer edge of the front grill to lock the grills into position, taking care that the fan blade and motor unit are protected.

**STEP 5:** Insert the grill screw through the hole at the bottom of the front and rear grills, then place the nut onto the grill screw and tighten it in a clockwise direction to hold the grills together.

**Caution:** Take care not to overtighten the rear grill locking nut and the blade locking cap.
Attaching the Base to the Pedestal Fan Head

**STEP 1:** Release the main unit set screw by turning it in an anticlockwise direction, then slot the pedestal fan head onto the adjustable base pole.

**STEP 2:** Carefully turn the main unit set screw in a clockwise direction to lock the pedestal fan head into position.

**STEP 3:** When the adjustable base pole is at the desired height, tighten the height adjustment collar by twisting it in a clockwise direction to secure the adjustable base pole into position.

**Note:** If the base pole cannot be fully inserted, loosen the main unit set screw further.
Take care not to overtighten the height adjustment collar and main unit set screw, as this may cause damage to the pedestal fan.

**Instructions for Use**

Before connecting to the mains power supply, place the assembled pedestal fan onto a flat, stable surface, allowing for sufficient distance between the pedestal fan and any objects that could get damaged or caught in the rotating pedestal fan blades.

**Adjusting the Height of the 16 Inch Pedestal Fan**

**STEP 1:** Loosen the height adjustment collar by twisting it in an anticlockwise direction.

**STEP 2:** Pull out the inner pole of the adjustable base pole until the pedestal fan is at the desired height.

**STEP 3:** Twist the height adjustment collar in a clockwise direction to retighten and secure the height of the pedestal fan.

**Caution:** Take care not to overtighten the height adjustment collar.
Tilting the Fan Head
To tilt the fan head, position as desired. The locking mechanism will hold the fan head in the set orientation.

Using the 16 Inch Pedestal Fan
STEP 1: Plug in and switch on the pedestal fan at the mains power supply.
STEP 2: To turn on the pedestal fan, select the desired cooling speed by pressing any one of the adjustable cooling speed buttons (1, 2, 3). Speed setting ‘1’ is the lowest cooling speed setting; ‘3’ is the highest cooling speed setting.
STEP 3: Activate the oscillation function by pushing down the oscillation switch; the pedestal fan will begin to turn left and right. To stop the pedestal fan from turning, pull the oscillation switch up.
STEP 4: Turn off the pedestal fan by pressing ‘0’.

Caution: Do not cover the fan head.
This is not a desk fan. Do not place the fan onto a desk, as this could affect its stability.

Specifications
Product Code: EH3249
Voltage: 220-240 V ~ 50 Hz
Output: 45 W
Connection to the mains

Please check that the voltage indicated on the product corresponds with your supply voltage.

Important

As the colours in the mains lead of this appliance may not correspond with the coloured markings identifying the terminals in your plug, please proceed as follows:

The wires in the mains lead are coloured in accordance with the following code:

Blue Neutral (N)
Brown Live (L)

FOR UK USE ONLY - Plug fitting details (where applicable).

The wire coloured BLUE is the NEUTRAL and must be connected to the terminal marked N or coloured BLACK.
The wire coloured BROWN is the LIVE wire and must be connected to the terminal marked L or coloured RED.
On no account must either the BROWN or the BLUE wire be connected to the EARTH terminal (⊥).
Always ensure that the cord grip is fastened correctly.
The plug must be fitted with a fuse of the same rating already fitted and conforming to BS 1362 and be ASTA approved.
If in doubt consult a qualified electrician who will be pleased to do this for you.

Non-rewireable mains plug

If your appliance is supplied with a non-rewireable plug fitted to the mains lead and should the fuse need replacing, you must use an ASTA approved one (conforming to BS 1362 of the same rating).
If in doubt, consult a qualified electrician who will be pleased to do this for you.
If you need to remove the plug - DISCONNECT IT FROM THE MAINS and then cut it off the mains lead and immediately dispose of it safely. Never attempt to reuse the plug or insert it into a socket outlet as there is a danger of an electric shock.
UP Global Sourcing UK Ltd.,
Victoria Street, Manchester OL9 0DD. UK.

If this product does not reach you in an acceptable condition, please contact our Customer Services Department at www.beldray.com

Please have your delivery note to hand as details from it will be required.

If you wish to return this product, please return it to the retailer from where it was purchased with your receipt (subject to their terms and conditions).

Guarantee

All products purchased as new carry a manufacturer’s guarantee; the time period of the guarantee will vary dependent upon the product. Where reasonable proof of purchase can be provided, Beldray will provide a standard 12 month guarantee with the retailer from the date of purchase. This is only applicable when products have been used as instructed for their intended, domestic use. Any misuse or dismantling of products will invalidate any guarantee.

Under the guarantee, we undertake to repair or replace free of any charge any parts found to be defective. In the event that we cannot provide an exact replacement, a similar product will be offered or the cost refunded. Any damages from daily wear and tear are not covered by this guarantee, nor are consumables such as plugs, fuses etc.

Please note that the above terms and conditions may be updated from time to time and we therefore recommend that you check these each time you revisit the website.

Nothing in this guarantee or in the instructions relating to this product excludes, restricts or otherwise affects your statutory rights.

The crossed out wheelie bin symbol on this item indicates that this appliance needs to be disposed of in an environmentally friendly way when it becomes of no further use or has worn out. Contact your local authority for details of where to take the item for recycling.
*To be eligible for the extended guarantee, go to www.beldray.com and register your product within 30 days of purchase.

Find us on Facebook
www.facebook.com/Beldray