# west elm

Cluster Glass Pendant Assembly Instructions

Country of Destination: 

US/CN □ UK □ EU □ AUS □ ALSHAYA

### **CAUTION:**

• BEFORE INSTALLING FIXTURE, MAKE SURE THE POWER TO THE CIRCUIT IS TURNED OFF AT THE MAIN FUSE BOX / CIRCUIT BREAKER UTILITY BOX.

# **Important Safety Instructions:**

- These instructions are provided for your safety. It is very important that they are read carefully and completely before beginning the assembly and installation of this lighting fixture.
- We strongly recommend that a professional electrician install all direct wire fixtures.
- THIS PRODUCT MUST BE INSTALLED IN ACCORDANCE WITH THE APPLICABLE INSTALLATION CODES BY A
  PERSON FAMILIAR WITH THE CONSTRUCTION AND OPERATION OF THE PRODUCT AND THE HAZARDS
  INVOLVED.
- The lighting fixture is meant for indoor use. It must be connected only to 3-wire, single-phase electrical supply systems (provided with Ground wire or equivalent protection system).
- For your safety, it is strongly recommended that two people install the lighting fixture.
- Light bulb should be centered inside each shade. Making sure it does not touch the shade sides.
- This fixture has been rated for up to four (4) 40-Watt maximum TYPE B standard (candelabra) incandescent light bulbs (not included) or four (4) 9-Watt compact fluorescent light bulbs (not included). To avoid the risk of fire, do not exceed the recommended lamp wattage.
- The lighting fixture is meant for indoor use, DRY LOCATIONS ONLY.
- · Save these instructions.

### **WARNING:**

- To reduce the risk of fire, electrical shock or personal injury, always turn off light fixture and allow it to cool prior to replacing light bulb.
- Do not touch bulb when fixture is turned on. Do not look directly at lit bulb.
- Keep flammable materials away from lit bulb.
- This lighting fixture contains lead, a chemical known to the State of California to cause cancer, birth defects
  and other reproductive harm. Wash hands after installing, handling, cleaning or otherwise touching this light
  fixture.

# Pre-assembly:

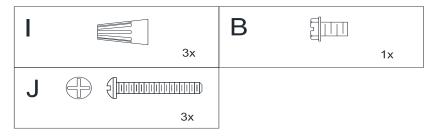
- Remove all parts and hardware from box along with any plastic protective packaging.
- Do not discard any contents until after assembly is complete to avoid accidentally discarding small parts or hardware.
- For your safety and convenience, assembly by two people is recommended.

### Parts Included:

- (1) Mounting Plate (A)
- (1) Green Ground Screw (B)
- (2) Canopy Screws (C)
- (1) Canopy (D)
- (4) Sockets (E)
- (4) Glass Shades (F)
- (4) Shade Rings (G)
- (4) Socket Rings (H)

### Hardware Enclosed:

- (3) Plastic Wire Connectors (I)
- (3) Mounting Screws (J) (includes (1) extra)



**TOOLS REQUIRED (not included):** Ladder, Phillips Head & Flat Blade Screwdrivers, Wire Cutter/Stripper, Pliers and Electrical Tape.

## **Assembly Instructions:**

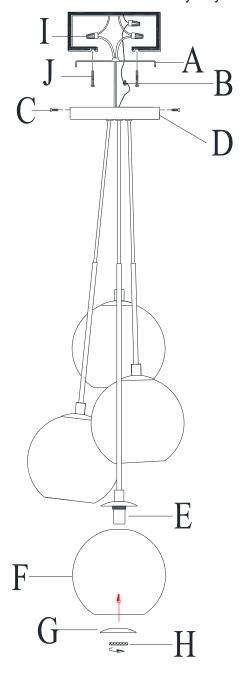
- 1. SHUT OFF THE MAIN ELECTRICAL SUPPLY FROM THE MAIN FUSE BOX/CIRCUIT BREAKER.
- 2. Carefully unpack all fixture parts and hardware and lay them out on a clear workspace.
- 3. If needed, separate the Mounting Plate (A) from the Canopy (D) by removing 2 Canopy Screws (C). Do not discard the Canopy Screws (C) as these will be used later.
- 4. Gently pull existing wire down from the ceiling junction box and allow wires to hang. The HOT or LIVE wire is usually black. The NEUTRAL wire is usually white. Check to see if there is a ground wire that is usually green or green with a yellow stripe or exposed copper metal wire. If needed, use a pair of wire strippers to remove about 1/2 inch of insulation from each wire.
- 5. Carefully inspect the fixture wires. The NEUTRAL FIXTURE WIRE is TRANSPARENT with a WHITE STRIPE. The HOT FIXTURE WIRE is TRANSPARENT without any color stripe. And the GROUND WIRE is TRANSPARENT with a GREEN STRIPE. If you have any doubt and cannot identify the power-supply wires with confidence, then we recommend that you ask an electrician and that you not continue with the installation.
- 6. With the help of another person to hold the weight of the fixture, attach the GROUND WIRE from the fixture to the GROUND JUNCTION BOX WIRE from the ceiling outlet junction box (J-box) (usually green insulation or bare wire). Fasten each together with a Plastic Wire Connector (I) and wrap the connection with electrical tape. Be sure that no wire strands are exposed. If your outlet junction box DOES NOT have a GROUND WIRE, be sure to insert the Green Ground Screw (B) into the Mounting Plate (A) marked as "GND", facing downward and wrap the fixture's bare ground wire around the Green Ground Screw (B). Tighten Green Ground Screw (B) to clamp ground wire between ground screw head and Mounting Plate (A). IT IS IMPERATIVE THAT THE JUNCTION BOX IN YOUR HOME BE PROPERLY GROUNDED!
- 7. Connect the NEUTRAL FIXTURE WIRE to the NEUTRAL JUNCTION BOX WIRE (usually white insulation). Fasten each together with a Plastic Wire Connector (I) and wrap the connection with electrical tape. Be sure that no wire strands are exposed.
- 8. Connect the HOT FIXTURE WIRE to the HOT JUNCTION BOX WIRE (usually black insulation). Fasten each together with a Plastic Wire Connector (I) and wrap the connection with electrical tape. Be sure that no wire strands are exposed. DO NOT REVERSE THE HOT AND NEUTRAL CONNECTIONS OR SAFETY WILL BE COMPROMISED.
- 9. Check the wiring connections and if all looks good, gently tuck the wire connections neatly into the ceiling junction box.
- 10. With the help of another person to hold the weight of the fixture, attach the Mounting Plate (A) to the ceiling outlet box using the 2 J-box Mounting Screws (J). Align the slots of the Mounting Plate (A) with the two threaded holes located on the J-Box. Use a screwdriver to tighten each screw until the Mounting Plate (A) is firmly secured to the J-Box.
- 11. Raise the Canopy (D) up over the Mounting Plate (A), aligning the 2 holes from the Mounting Plate (A) with the 2 holes on the side of the Canopy (D).
- 12. Insert the 2 Canopy Screws (C) and tighten each with a screwdriver until secure.
- 13. Unscrew each Socket Ring (H) from each Socket (E) by turning counter-clockwise, and set the Shade Rings (G) and Socket Rings (H) aside.
- 14. Attach one Glass Shade (F) onto one of the Sockets (E) first and then place the Shade Ring (G) over the Socket (E) as shown in diagram. Secure the Glass Shade (F) by turning the Socket Ring (H) in a clockwise direction by hand until tight.
- 15. Assemble the remaining Glass Shades (F) onto the remaining Sockets (E) using the same procedures as outlined in step.14.

Note: It must be careful during the whole process of assembly for Glass Shades (F), making sure glass shades do not touch each other or fall off causing the breakage.

- Insert four (4) 40-Watt maximum TYPE B standard (candelabra) incandescent light bulbs (not included) or four
   (4) 9-Watt compact fluorescent light bulbs (not included) into the Sockets (E). DO NOT EXCEED THE SPECIFIED WATTAGE.
- 17. Restore power to junction box and test fixture.
- 18. Assembly and installation is complete.

### Care instructions:

- Wipe clean with a soft, dry cloth or static duster.
- Always avoid the use of harsh chemicals or abrasive cleaners as they may cause damage to the fixture's finish.



Thank you for your purchase Stores | catalog | <u>www.westelm.com</u> USA 888-922-4119