# west elm

# Medallion Tapered Pendant

assembly instructions

### **Important Safety Instructions:**

- ·Stud mounting is recommended. Use proper hardware for your wall type. When in doubt consult your local hardware store. For your safety, it is strongly recommended that two people hang the lamp.
- ·Electric bulb should be centered inside the pendant shade, making sure it does not touch the outer sides.
- ·These instructions are provided for your safety. It is important that they are read carefully and completely before assembling fixture.
- ·This fixture has been rated for up to (1) 40-watt maximum TYPE A standard bulb (not included). To avoid the risk of fire, do not exceed the recommended wattage.

### Warning:

- ·To reduce the risk of fire, electrical shock or personal injury, always turn off and unplug lamp 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.

### 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 Enclosed:

- · (1) Mounting plate (E)
- · (1) Canopy (F)
- · (1) Lamp Socket (G)
- · (1) Socket Ring (J)
- · (1) Ceramic Shade(H)

### Hardware Included:

- (2) Plastic wire caps (A)
- (1) Green ground screw (B)
- (2) Mounting screws (C)
- (2) Canopy screws (D)

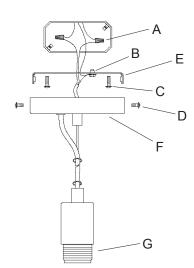
### To install you will need:

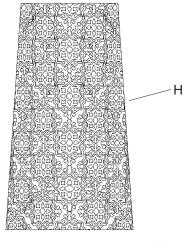
- Electrical tape
- Screwdriver

# wire caps 3x B grounding screw 1x C mounting screws 2x D canopy screws 4x

### To Assemble:

- 1. SHUT OFF THE MAIN ELECTRICAL SUPPLY FROM THE MAIN FUSE BOX/CIRCUIT BREAKER.
- 2. Carefully unpack all fixture parts and hardware and lay out on a clear workspace.
- 3. Place the ceramic shade (H) onto the lamp socket (G).
- 4. Screw the socket ring (I) onto the lamp socket (G).
- 5. Carefully inspect the chandelier's fixture wires. The neutral fixture wire is white or marked "N". The hot fixture wire is black or marked "L". The yellow-green or bare wire is the ground wire.
- 6. Attach the ground wire from the fixture to the ground junction box wire from the outlet (usually green or bare wire). Fasten each together with a plastic wire connector (A) and wrap the connection with electrical tape. Be sure that no wire strands are exposed. If your outlet box does not have a ground wire, be sure to insert the green ground screw (B) into the mounting plate (E) facing down, and wrap the fixture's bare ground wire around the ground screw. IT IS IMPERATIVE THAT THE OUTLET BOX IN YOUR HOME BE PROPERLY GROUNDED.





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- 7. Connect the neutral fixture wire to the neutral junction box wire (white). Fasten each together with a plastic wire connector (A) and wrap the connection with electrical tape. Be sure no wire strands are exposed.
- 8. Connect the hot fixture wire to the hot junction box wire (black). Fasten each together with a plastic wire connector (A) and wrap the connection with electrical tape. Be sure no wire strands are exposed. DO NOT REVERSE THE HOT AND NEUTRAL CONNECTIONS OR SAFETY WILL BE COMPROMISED.
- 9. Gently tuck the wire connections neatly into the ceiling junction box.
- 10. Attach the mounting plate (E) to the ceiling outlet box using the enclosed mounting screws (C). Tighten screws with a screwdriver.
- 11. Pull canopy (F) up over the mounting plate (E), align the hole in the mounting plate with the hole in the canopy.
- 12. Fasten the canopy to mounting plate using the enclosed canopy screws (D). Tighten screws with a screwdriver.

### Completing the Assembly:

- 1. Insert (1) 40-watt Type A bulb (not included) into the socket . DO NOT EXCEED SPECIFIED WATTAGE.
- 2. Restore power to junction box and test fixture.
- 3. Assembly is complete.

### **Care Instructions:**

- Wipe clean using a soft, dry cloth or static duster.
- Always avoid the use of harsh chemicals and abrasives to clean fixture as they may damage the finish.

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