# west elm

# Glass Cylinder Chandelier Assembly Instructions

#### **CAUTION:**

- BEFORE INSTALLING FIXTURE, MAKE SURE THE POWER TO THE CIRCUIT IS TURNED OFF AT THE MAIN FUSE BOX / CIRCUIT BREAKER UTILITY BOX.
- . Do not install into a ceiling that contains radiant heating.

## **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.
- For your safety, it is strongly recommended that two people install the lighting fixture.
- The external flexible cable or cord of this Lighting fixture cannot be replaced, if the flexible cable or cord is damaged, the lighting fixture must be discarded.
- This fixture has been rated for up to one (1) **E27 60-watt maximum light bulb** (not included). To avoid the risk of fire, do not exceed the recommended wattage.
- The lighting fixture is meant for indoor use.
- Save these instructions.

#### **WARNING:**

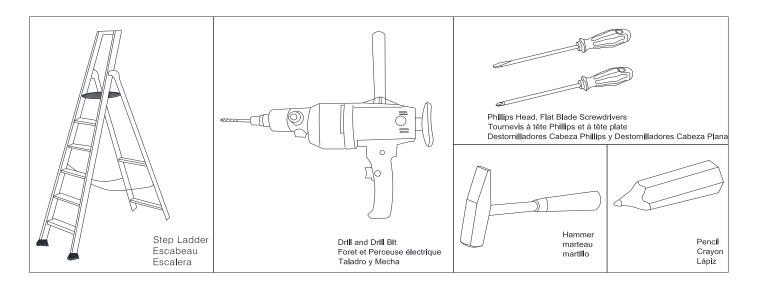
- To reduce the risk of fire, electrical shock or personal injury, always turn off light fixture and allow it to cool prior to replacing light bulb.
- Do not touch bulb when fixture is turned on. Do not look directly at lit bulb.
- · Keep flammable materials away from lit bulb.

### **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

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#### **TOOLS REQUIRED (not included):**



#### Parts Included:

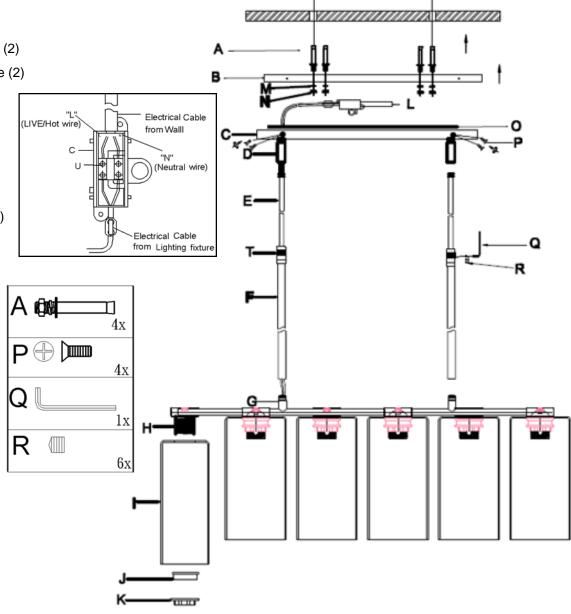
- (B) Mounting Plate (1)
- (C) Canopy (1)
- (D) Ball Joints (2)
- (E) Thin Telescoping Tube (2)
- (F) Thick Telescoping Tube (2)
- (G) Threaded Pipes (2)
- (H) Sockets (6)
- (I) Glass Shades (6)
- (J) Spacers (6)
- (K) Socket Rings (6)
- (L) Plastic Junction Box (1)
- (P) Canopy Screws (4)
- (U) Terminal Block (1)

#### Hardware Enclosed:

- (A) Plastic Bolts (4)
- (M) Spring Washers (1)

#### (N) Hex Nuts (4)

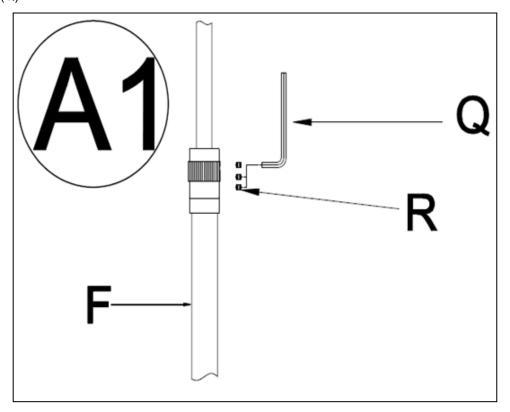
- (O) Metal Plate (4)
- (Q) Allen Key (1)
- (R) Allen Set Screws (6)
- (T) Metal Collar (2)



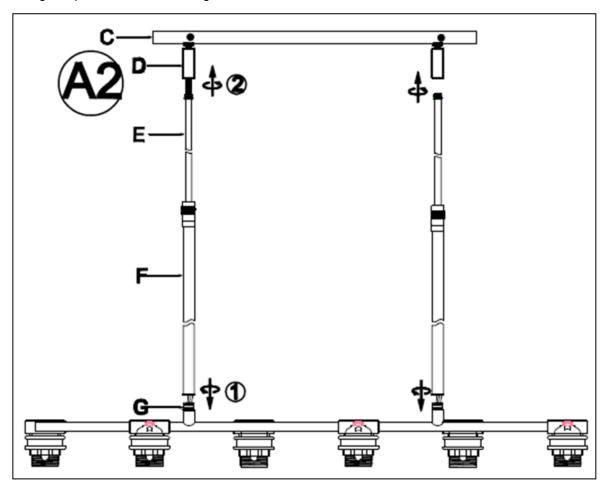
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# To adjust the suspension length of the fixture:

1. (See A1) Loosen the 3 Allen Set Screws (R) from top end of Thick Telescoping Tubes (F) using the enclosed Allen Key (Q).

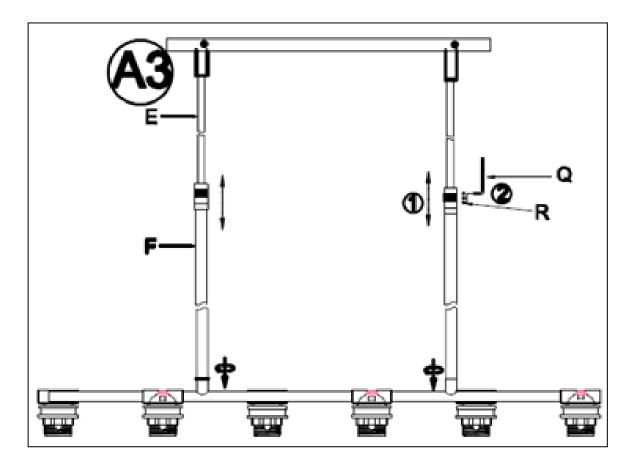


2. (See A2) Attach the bottom end of each Thick Telescoping Tube (F) onto each Threaded Rod (G) by rotating two parts clockwise until tight. And then attach the top end of each Thin Telescoping Tube (E) into each Threaded joint (D) by rotating two parts clockwise until tight.



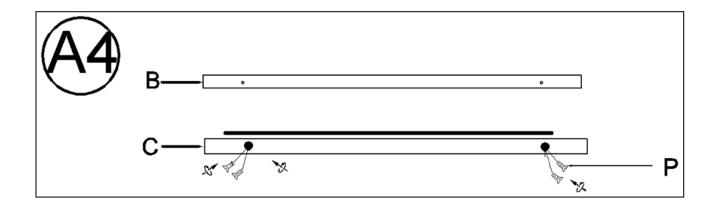
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3. (See A3) Determine the lighting fixture suspension length from the ceiling for the product installation. Gently move the Thin Telescoping Tubes (E) up or down until the desired suspension length is determined. Tighten each Allen Set Screw (R) on 2 Thick Telescoping Tubes (F) to secure the tubes in place using the Allen Key (Q).

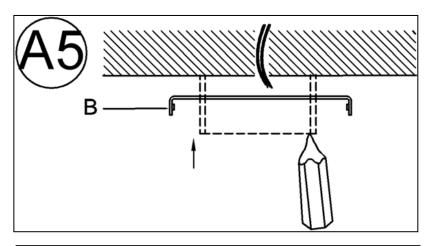


# **Assembly & Installation Instructions:**

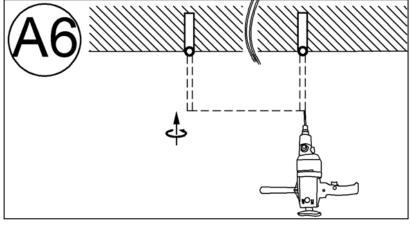
- SHUT OFF THE MAIN ELECTRICAL SUPPLY FROM THE MAIN FUSE BOX/CIRCUIT BREAKER.
- Carefully unpack all fixture parts and hardware and lay them on a clear workspace.
- 4. Separate the Mounting Plate (B) from the Canopy (C) by removing the 4 Canopy Screws (P). Do not discard the Canopy Screws (P) as these will be used later.



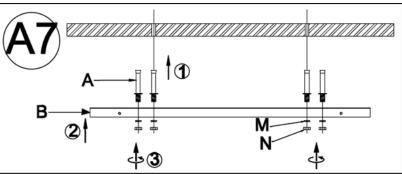
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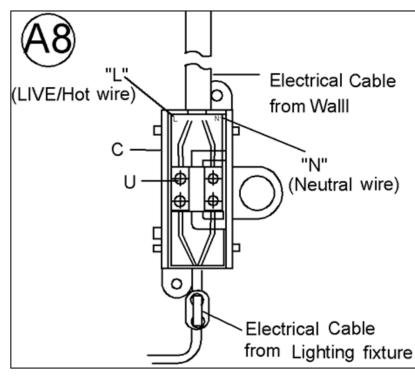
5. Determine your desired hanging location. Place the Mounting Plate (B) against the ceiling and mark the location of the slots of the Mounting Plate (B) onto the ceiling using a pencil.



 Using the drill with the appropriate size drill bit (just large enough to make hole that will allow passage of the Plastic Bolts (A) assemblies), drill one hole in the ceiling at each marked slot location for the Plastic Anchors (A).

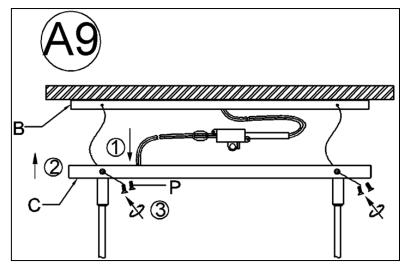


7. Insert each Plastic Bolt (A) into each drilled hole on ceiling. Attach the Mounting Plate (B) onto the ceiling making sure the threaded portion of each Anchor Bolt (A) extend though each slot on the Mounting Plate (B). Attach one Spring Washer (M) first and then one Hex Nut (N) onto threaded portion of each Plastic Bolt (A) below the Mounting Plate (B). Tighten each Hex Nut (N) clockwise to secure the Mounting Plate (B)

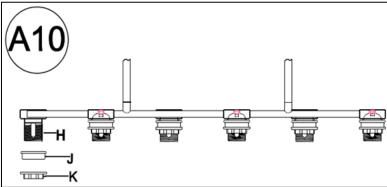


8. Find the Terminal Block (U) by opening the cover of Plastic Junction Box (L) in the Canopy (C). Carefully inspect the Terminal Block (U), the terminal marked "L" is to connect to Live/Hot wire of power supply cable and the terminal marked "N" is to connect to Neutral wire of power supply cable. Insert the electrical wire of power supply cord through the rubber tubing of Plastic Junction Box (L) and correctly connect the wires of power supply cable to the Terminal Block (U). Seal the Plastic Junction Box (L) by putting its cover back after completing electrical wire connections.

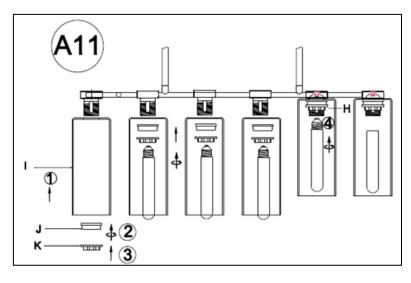
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9. Gently place the Plastic Junction Box (L) and electrical wires neatly into the Canopy (C). With the help of another people to hold the weight of the light fixture, Raise the Canopy(C) up over the Mounting Plate (B), aligning the 4 holes on the Canopy (C) with the 4 holes from the Mounting Plate (B). Insert the 4 Canopy Screws (P) and tighten to secure the Canopy (C) in place.



 Unscrew the Spacers (J) and Socket Rings (K) from the Sockets (H).



11. Attach the Glass Shades (I) onto the Sockets (H).
Place the Spacers (J) onto the Sockets (H). Secure
Glass Shades (I) and Spacers (J) by rotating the
Socket Rings (K) in a clockwise direction until tight.
Insert the light bulbs into the Sockets (H). DO NOT
EXCEED THE RECOMMENDED LAMP WATTAGE

### NOTE:

### **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

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