



Westside Hanging Metal Pendant 20X13 Assembly and Installation Instructions

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.
- This fixture has been rated for up to one (1) **60-watt maximum TYPE A standard incandescent light bulb** (not included) or one (1) **13-watt compact fluorescent light bulb** (not included). To avoid the risk of fire, do not exceed the recommended 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:

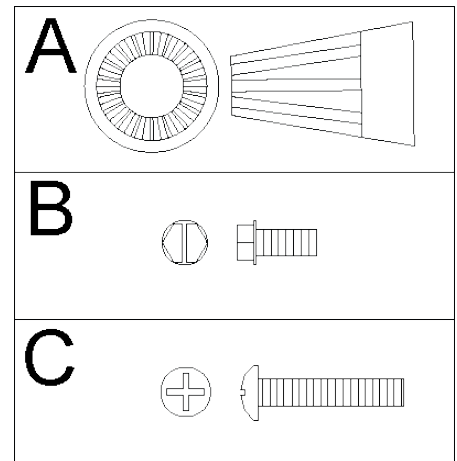
- Remove all parts and hardware from box along with any plastic protective packaging.
- Do not discard any contents until after assembly is complete to avoid accidentally discarding small parts or hardware.
- For your safety and convenience, assembly by two people is recommended.

Parts Included:

- (1) Mounting Plate (D)
- (1) Short Threaded Tube (E)
- (1) Hanging Loop (F)
- (1) Chain (G)
- (1) Canopy (H)
- (1) Canopy Nut (I)
- (1) Fixture Loop (J)
- (1) Socket (K)
- (1) Light Fixture (L)
- (1) Hex Nut (M)
- (1) Lock Washer (N)
- (2) Closable Links with Screw Caps (O)

Hardware Enclosed:

- (3) Plastic Wire Nut Connectors (A)
- (1) Green Ground Screw (B)
- (2) Mounting Screws (C)



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

To Adjust the Suspension Length of the Fixture:

1. Note: The adjustment or shortening of the lighting fixture's suspension length is only needed if the factory set chain length is not appropriate for your installation. We recommend that you adjust the chain to the proper desired length before cutting the electrical cord.
2. Determine the lighting fixture suspension length from the ceiling for the product installation, allowing the extra cord length for the outlet junction box wire connections as noted below.
3. Pull out the fixtures 3-wire power cord woven through the Chain (G).
4. The Chain (G) length may be shortened from either end, if desired, by using pliers to separate a link along a split-line formed in each link. Use two pairs of pliers to gently pry the link apart so that a space is created large enough for the link to be removed from the remaining Chain (G). Use a cloth or folded piece of paper between the pliers and the link to protect the finish of the link during bending. For longer lengths of chain to be removed, select the desired link from either end to open and remove the length of Chain (G). Once the Chain (G) is at the desired length, reattach the Chain (G) as needed following the steps outlined below in the "Assembly & Installation Instructions" section. One Closable Link with Screw Cap (O) must be securely attached to both the Chain (G) and Fixture Loop (J) at the top of the Light Fixture (L) and the other Closable Link with Screw Cap (O) must be securely attached to the other end of the Chain (G) and Hanging Loop (F).
5. Re-weave the fixtures 3-wire power cord through alternating chain links from the pendant all the way up to the top of the Chain (G).
6. If needed, (depending upon final fixture hanging position from the ceiling), cut off the extra power cord length on the 3 wire cord cable. Make sure when cutting the power cord to cut the cord so that it is at least 6 inches (152.4 mm) long within the outlet junction box (J-box). Prepare the cut power cord wires using the following steps. Carefully cut away about 3 inches of the outer protective sheath insulation of the three-wire cord cable to expose the three individually insulated wires. Use wire strippers to prepare the ends of the three wires so that there is about 1/2 inch of exposed wire for the Plastic Wire Nut Connectors (A).

Assembly & Installation 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. 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 inches of insulation from each wire.
4. If not already separated, remove the Canopy Nut (I) and the Canopy (H) from the links of the Chain (G) and set them aside.
5. If the parts are not already preassembled, attach the Short Threaded Tube (E) into the threaded bore of the Hanging Loop (F) and rotate the Short Threaded Tube (E) clockwise until it is tightly engaged within the Hanging Loop (F). If the Short Threaded Tube (E) is not yet secured to the Mounting Plate (D), do so now so that a portion of the Short Threaded Tube (E) extends upward beyond the Mounting Plate (D).
6. Position the Lock Washer (N) first and then the Hex Nut (M) onto the extended upper portion of the Short Threaded Tube (E). Make sure the length of the Short Threaded Tube (E) is longer on the bottom end, as shown in Fig. 1. Tighten the Hex Nut (M) until tight using a hex wrench or a pair of pliers so that the Hanging Loop (F) is now firmly secured to the middle of the Mounting Plate (D).
7. Unscrew the Closable Link Screw Cap from the lower Closable Link with Screw Cap (O), and insert the bottom loop of Chain (G) and Fixture Loop (J) at the top of the Light Fixture (L) into the Closable Link with Screw Cap (O). Tighten the Closable Link Screw Cap as shown in Fig. 1.
8. Slip Canopy Nut (I) first and then Canopy (H) over the upper end of Chain (N) making sure the finished side of the Canopy (H) is facing downward towards the floor.
9. Unscrew the Closable Link Screw Cap from the upper Closable Link with Screw Cap (O), and insert the top loop of Chain (G) and Hanging Loop (F) into the Closable Link with Screw Cap (O). Tighten the Closable Link Screw Cap as shown in Fig. 1.
10. Lace the pendant's 3-wire power cord through alternating chain links from the pendant all the way up through the opening of the Canopy Nut (I) and the Canopy (H) to the Hanging Loop (F).
11. Feed the fixture wires through the bottom opening of Hanging Loop (F), and then through the hollow Short Threaded Tube (E).
12. If needed, (depending upon final fixture hanging position from the ceiling), cut off the extra power cord length on the 3 wire cord cable. Make sure when cutting the power cord to cut the cord so that it is at least 6 inches (152.4 mm) long within the outlet junction box (J-box). Prepare the cut power cord wires using the following steps. Carefully cut away about 3 inches of the outer protective sheath insulation of the three-wire cord cable to expose the three individually insulated wires. Use wire strippers to prepare the ends of the three wires so that there is about 1/2 inch of exposed wire for the Plastic Wire Nut Connectors (A).
13. Carefully inspect the pendant's fixture wires. The NEUTRAL FIXTURE WIRE is White. The HOT FIXTURE WIRE is Black, and the GROUND WIRE is Green.

14. 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 Nut Connector (A) by twisting the connector in a clockwise direction 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 (D) marked as "GND", facing downward and wrap the fixture's bare ground wire around the Green Ground Screw (B). Tighten screw to clamp ground wire between ground screw head and Mounting Plate (D). **IT IS IMPERATIVE THAT THE JUNCTION BOX IN YOUR HOME BE PROPERLY GROUNDED!**
15. Connect the NEUTRAL FIXTURE WIRE to the NEUTRAL JUNCTION BOX WIRE (usually white insulation). Fasten each together with a Plastic Wire Nut Connector (A) by twisting the connector in a clockwise direction and wrap the connection with electrical tape. Be sure that no wire strands are exposed.
16. Connect the HOT FIXTURE WIRE to the HOT JUNCTION BOX WIRE (usually black insulation). Fasten each together with a Plastic Wire Nut Connector (A) by twisting the connector in a clockwise direction 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.**
17. Check the wiring connections and if all looks good, gently tuck the wire connections neatly into the ceiling junction box.
18. With the help of another person to hold the weight of the pendant, attach the Mounting Plate (D) to the ceiling outlet box using the J-box Mounting Screws (C). Align the slots of the Mounting Plate (D) with the two threaded holes located on the J-Box. Use a screwdriver to tighten each screw with a screwdriver until the Mounting Plate (D) is firmly secured to the J-Box. The pendant can now be supported by the J-box.
19. Slide the Canopy (H) upward along the Chain (G) so that the central opening of the Canopy (H) is received by the threaded portion of the Hanging Loop (F). A section of the threads on Hanging Loop (F) should be exposed below the Canopy (H). The Hanging Loop (F) should be hanging below the Canopy (H) and the upper rim of the Canopy (H) should be pressing gently against the ceiling surface, covering the junction box. While holding the Canopy (H) firmly in place, position the Canopy Nut (I) against the Hanging Loop (F) and rotate the nut clockwise to engage it with the threaded portion of the Hanging Loop (F) until secure. Do not over tighten this nut. Finger tight should be sufficient to hold the Canopy (H) firmly in place.
20. Insert one (1) **60-watt maximum TYPE A standard incandescent light bulb** (not included) or one (1) **13-watt compact fluorescent light bulb** (not included) into the Socket (K). **DO NOT EXCEED THE SPECIFIED WATTAGE.**
21. Restore power to junction box and test fixture.
22. 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.

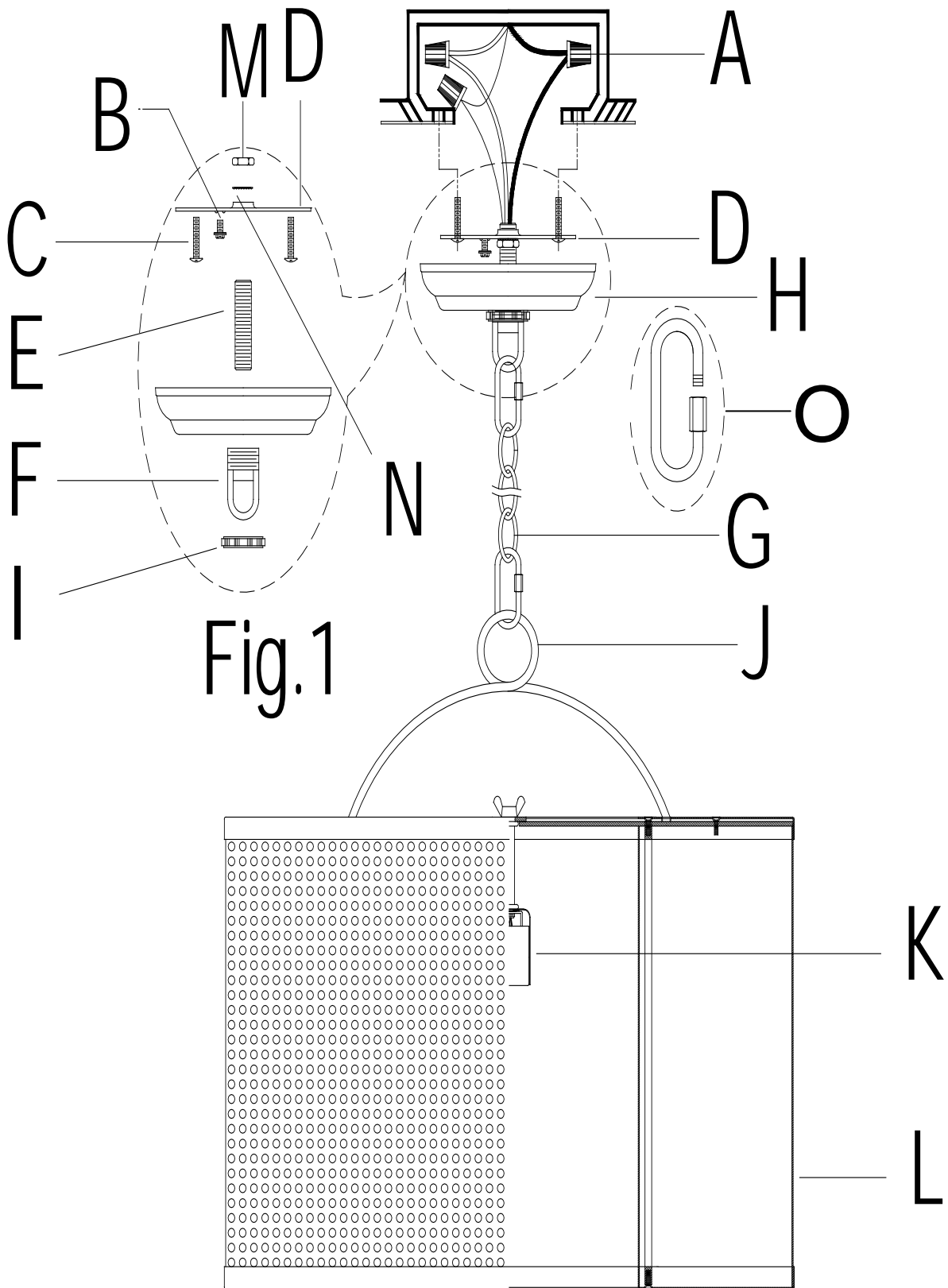


Fig. 1

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