west elm

Staggered Glass 8 Light 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.

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 Ceiling Toggles Wings (E) and Toggle Bolts (F) are meant for drywall ceiling mounting only. If the ceiling is made
 from concrete, brick or plaster, please consult your local hardware store for assistance. Use proper hardware for your
 ceiling type.
- Due to the large size of this lighting fixture must be attached to the ceiling by the use of the 2 Toggle Bolts (F) (or other additional suitable ceiling mounting hardware, not included) which supports the Mounting Plate (I) along with the two Mounting Screws (B).
- The installation is not to be made on a radiant-heating ceiling.
- 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 eight (8) 40-watt maximum TYPE B standard incandescent light bulbs (not included) or eight (8) 9-watt compact fluorescent light bulbs (not included) or eight (8) 12-watt maximum SBLED 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.

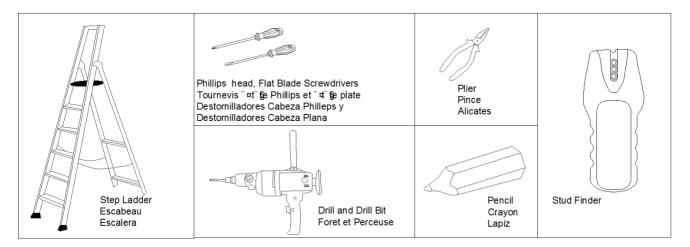
WARNING:

- 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.
- Do not install into a ceiling that contains radiant heating.

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.

Tools Required: (not included):

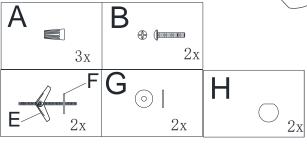


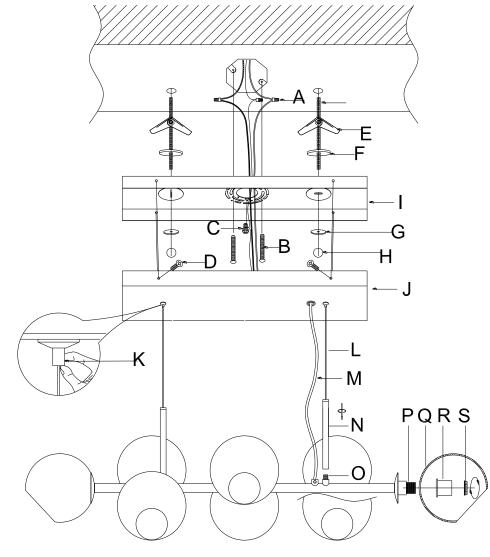
Parts Included:

- (C) Green Ground Screw (1)
- (D) Canopy Screws (4)
- (I) Mounting Plate (1)
- (J) Canopy (1)
- (K) Holder Tubings (2)
- (L) Steel Cables (2))
- (M) Power Cord (1),
- (N) Metal Tubes (2)
- (O) Threaded Pipes (2)
- (P) Sockets (8)
- (Q) Glass Shades (8)
- (R) Spacers (8)
- (S) Socket Rings (8)

Hardware Enclosed:

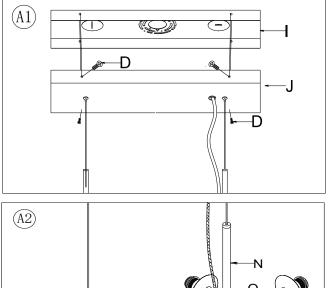
- (A) Plastic Wire Nut Connectors (3)
- (B) Mounting Screws (2)
- (E) Toggle Wings (2)
- (F)Toggle Bolts (2)
- (G) Toggle Flat washers (2)
- (H) Toggle Nuts (2)



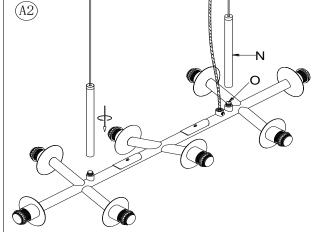


To adjust the Cable length of the fixture:

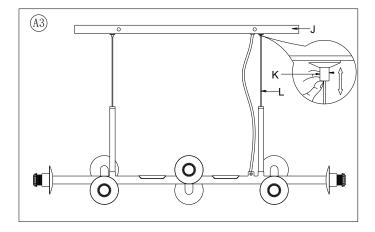
Note: The adjustment or shortening of the lighting fixture's suspension length is only needed if the factory set Steel Cable (L) length is not appropriate for your installation. We recommend that you adjust the light fixture to the proper desired suspension length before cutting the electrical cord. Determine the lighting fixture suspension length from the ceiling for the product installations, allowing the extra cord length for the outlet junction box wire connections as noted below.



Separate the Mounting Plate (I) from the Canopy
(J) by removing the 4 Canopy Screws (D). Do not
discard the Canopy Screws (D) as these will be
used later.



 Attach bottom end of each Metal Tube (N) onto each Threaded Nipple (O) by turning in a clockwise direction by hand until tight



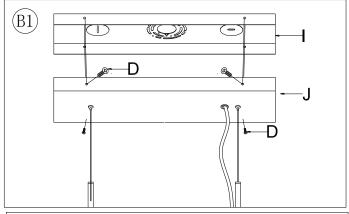
 Press the Holder Tubings (K) upwards under the Canopy (J) and push the Steel Cables (L) into the Canopy (J).
 Loosen the Holder Tubings (K) once the desired fixture suspension length is determined.

Note: Adjust each Steel Cables (L) length same to make the pendant body hang horizontally.

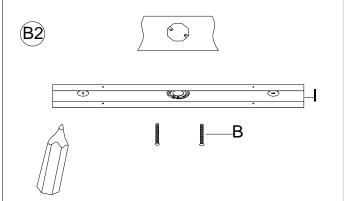
Assembly & Installation Instructions:

- 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.

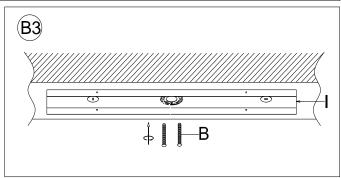
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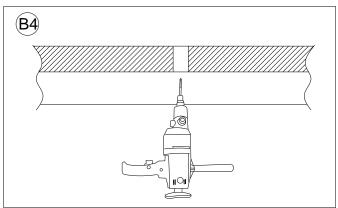
 Separate the Mounting Plate (I) from the Canopy (J) by removing the 4 Canopy Screws (D). Do not discard the Canopy Screws (D) as these will be used later.



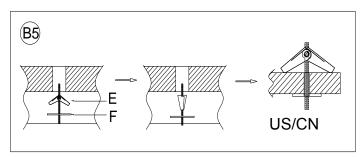
Attach the mounting plate (I) onto J-BOX using 2
 Mounting Screws (B), Mark the 2 slots locations of the Mounting Plate (I) on the ceiling using a pencil.



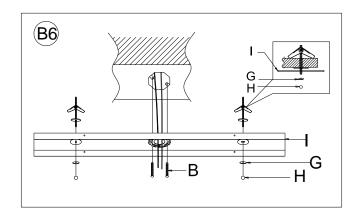
 Un-install the Mounting Plate (I) from the marked ceiling outlet box location by loosening and removing the two Mounting Screws (B) with a screwdriver.

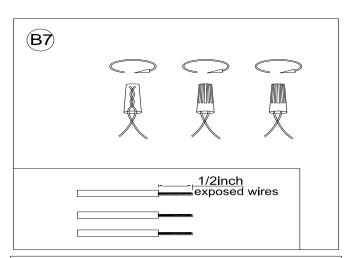


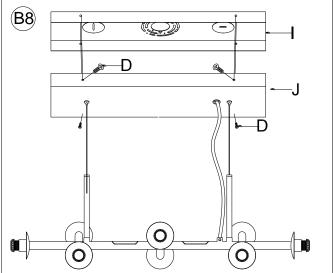
4. Using the drill with the appropriate size drill bit (just large enough to mark hole that will allow passage of the folded Toggle wrings(E) of Toggle Bolts(F), Drill 1 hole in ceiling at each of the 2 marked slot locations for the Toggle Bolts (F) and Toggle Wings (E) assemblies

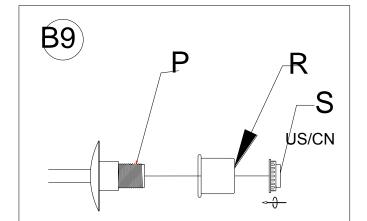


5. Use the assembled Toggle Bolts and Toggle Wings (F&E), inserted through each of the 2 ceiling holes, making sure only the Toggle Wings (E) are fully inserted into the ceiling and Toggle Wings (E) are open. Rotate each Toggle Bolt (F) clockwise until each flat washer on the Toggle Bolt (F) is tight against the







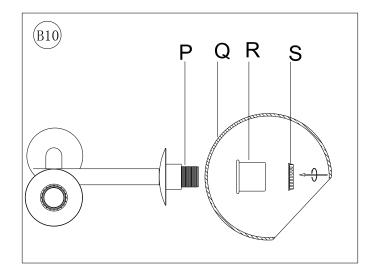


6. Gently pull the existing wire down from the ceiling junction box and allow wires to hang through the center opening of Mounting Plate (I). Attach the Mounting Plate (I) to the ceiling junction box. making sure the threaded portions of each Toggle Bolt (F) extend down though the holes on the Mounting Plate (I), secure Mounting Plate (I) using 2 Mounting Screws (B). Tighten each screw with a screwdriver. Position the Flat Washers (G) first and then Toggle Nuts (H) onto the exposed threaded position of each Toggle Bolts (F), then tighten each Toggle Nuts

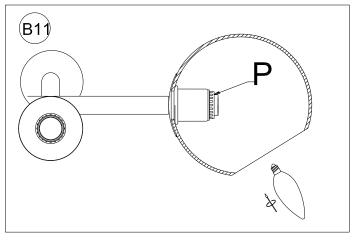
7. Please read the section" To Make the Wire Connections" Below.

8. With the help of another person to hold the weight of the Chandelier, Raise the Canopy (J) up over the Mounting Plate (I), aligning the 4 holes from the Mounting Plate (I) with the 4 holes on sides of the Canopy (J). Insert the 4 Canopy Screws (D) and tighten each screw with a screwdriver until secure.

Unscrew the Socket Rings (S) and Spacers (R) from the Sockets (P) by rotating the Socket Rings (S) in a counter-clockwise direction.



10. Attach the Glass Shades (Q) onto the Sockets (P). Place the Spacers (R) onto the Sockets (P). Secure Glass Shades (Q) and Spacers (R) by rotating the Socket Rings(S) in a clockwise direction until tight.

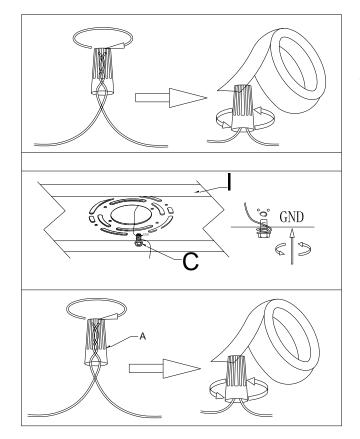


11. Insert the specified light bulbs into the Sockets (P). DO NOT EXCEED THE SPECIFIED WATTAGE.

To Make the Wire Connections:

- 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 need, use a pair of wire strippers to remove about 1/2 inch of insulation from each wire.
- 2. Carefully inspect the fixture wires. The NEUTRAL FIXTURE WIRE is White. The HOT FIXTURE WIRE is Black. The GREEN WIRE is the GROUND WIRE. 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.
- 3. With the help of another person to hold the weight of the fixture, attach the fixture wires to the junction box wires as shown in the illustrations.

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Connect the GROUND FIXTURE WIRE to the GROUND J-BOX WIRE using the Plastic Wire Nut Connector (A) and wrap the connection with electrical tape. Be sure that no wire strands are exposed.

If the junction box DOES NOT have a GROUND WIRE, wrap the fixture's bare ground wire around the Green Ground Screw (C) and insert the screw into the Mounting Plate (I), marked as "GND", and tighten screw to secure the wire.

Connect the NEUTRAL FIXTURE WIRE to the NEUTRAL J-BOX WIRE first and then connect the HOT FIXTURE WIRE to the HOT J-BOX WIRE using the Plastic Wire Nut Connectors (A). Wrap these connections with electrical tape. Be sure that no wire strands are exposed.

NOTE:

IT IS IMPERATIVE THAT THE JUNCTION BOX IN YOUR HOME BE PROPERLY GROUNDED! DO NOT REVERSE THE HOT AND NEUTRAL CONNECTIONS OR SAFETY WILL BE COMPROMISED.

4. Check the wiring connections and if all looks good, gently tuck the wire connections neatly into the ceiling junction box.

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.

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