



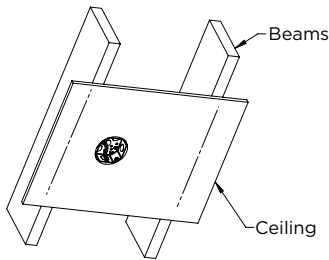
INSTRUCTION SHEET

# CEILING FAN RETRO KIT 298WH16 & 298WH24

TO BE INSTALLED PER THE NFPA 70\* NATIONAL ELECTRICAL CODE (NEC\*) / THE CANADIAN ELECTRICAL CODE (CE (CSA C22.1))

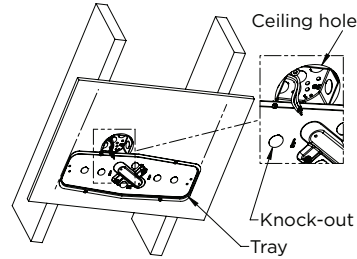
## STEP 1

- Turn off the power at the circuit breaker (or fuse panel) before installation. Ensure power is turned off.
- Do not restore power until installation is complete.
- Using a stud finder, locate the center of the ceiling joists.



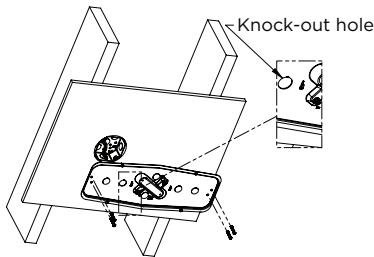
## STEP 2

- Place the wire tray in between the joists and identify the knock-out that will align with the existing ceiling box opening.



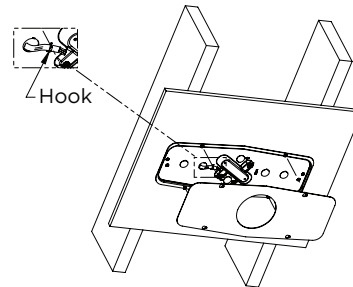
## STEP 3

- Remove the knock-out in wire tray and pass the wires through it. If the existing wires are not long enough add a pigtail.
- Place the tray over the ceiling box opening and between the joists.
- Pre-drill (4) tray mounting holes into joists and screw the tray in place.



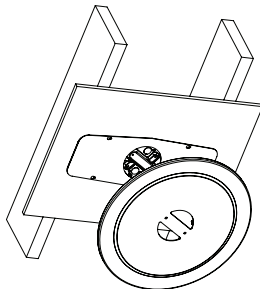
## STEP 4

- Pull the wires and slide them through the hook if needed.
- Secure the wire cover over the tray by sliding the key holes over the screws and tighten them.
- Pull wires through the hole in the wire cover.



## STEP 5

- To install the medallion, identify the two holes on the medallion and align them with the two holes on the wire tray.
- Pull wire through the center hole in the medallion.
- Attach the medallion to the wire cover by aligning the magnets with the wire cover, the magnets will temporarily hold the medallion in place while you install the ceiling fan or fixture bracket.



## STEP 6

- Install the fan or light fixture following the manufacturer's installation instructions.

