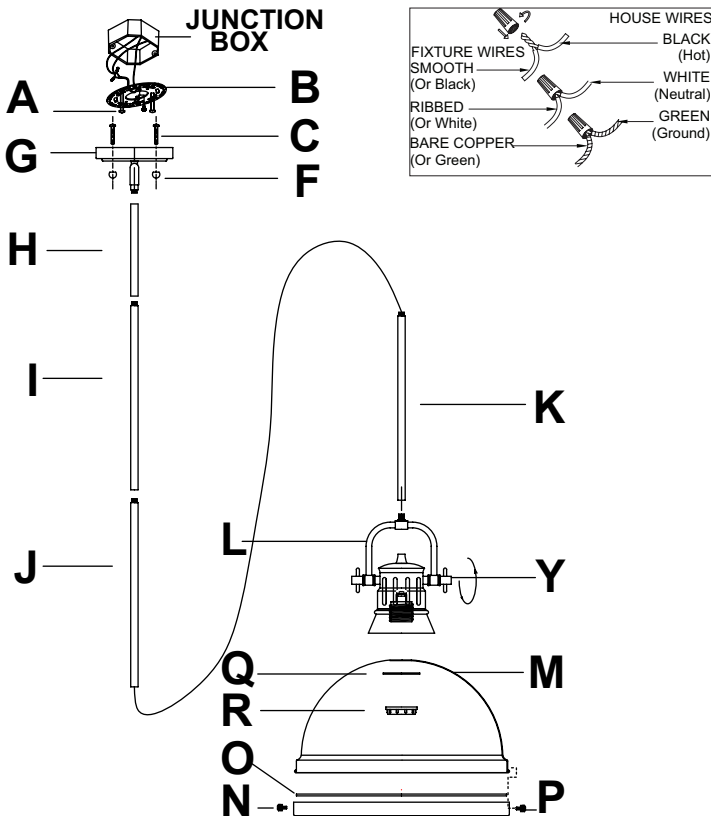


# Assembly Instructions: 3604-L (Duncan)

## IMPORTANT:

- ALL INSTALLATION WORK SHOULD BE DONE BY ACCREDITED PROFESSIONAL.
- SHUT OFF POWER SUPPLY AT FUSE OR CIRCUIT BREAKER!
- USE ONLY THE SPECIFIED BULBS. DO NOT EXCEED THE MAXIMUM WATTAGE!

For Customer Service, contact the place of purchase to arrange for replacement parts.



## ASSEMBLING THE FIXTURE

By measuring determine correct number of rods needed for proper hanging height. \*This fixture includes 4 rods (6", 12", 12", 12"). To shorten the fixture, slide the excess rods off the wires. To lengthen, add additional rods to the wires.

Pull the fixture's wires through rods (H, I, J, K) until taut and thread the rods together. Then thread the bottom rod onto the threads of fixture body (L). Thread the top rod to the threads of the swivel joint on canopy (G).

## CONNECTING THE WIRES

Have an assistant support the fixture weight while completing the wiring. Cut away excess wires. Thread the fixture's wires through canopy (G). Attach the fixture's wires to the power supply wires from the junction box. Connect black to black (or smooth); white to white (or ribbed); ground to ground (green or copper). Twist the ends of the wire pairs together. Then twist on a wire connector. Make sure all twists are in the same direction. If there is no ground wire (green or copper) from the junction box, locate the ground screw on mounting strap (B) and wrap the fixture's ground wire around the green ground screw. Use a screwdriver to secure the ground screw onto mounting strap (B). Tuck all wires neatly into the junction box.

## FINISHING THE INSTALLATION

Push canopy (G) up to the ceiling and over mounting strap (B) so that mounting screws (C) protrude through canopy (G). Twist deco nuts (F) onto the threads of mounting screws (C) to secure the canopy in place.

Hold shade (M) up to fixture body (Y) and slide spacer (Q) onto the socket. Secure in place by threading socket ring (R) onto the socket until tight.

Install light bulb (not included) in accordance with the fixture's specifications. Do not exceed the maximum recommended wattage.

Place diffuser (O) into the metal ring (P). Then raise metal ring (P) up beneath shade (M). Place screws (N) through each hole on the side of metal ring (P). Twist until tight. **Please note: Diffuser (R) and cover (S) are packed beneath Shade (Q) in the box.**

Your installation is now complete. Turn on the power and test the fixture.

## PREPARING FOR INSTALLATION

Carefully remove all of the contents from the carton. See the important notes above. Shut off the power at the circuit breaker and completely remove the old fixture from the ceiling, including the old mounting strap.

From the parts bag remove the mounting strap assembly. Mounting Strap (B) contains several pairs of threaded holes. Find the pair of holes that matches the spacing of the holes in canopy (G). Thread two of mounting screws (C) into mounting strap (B). When placed over the mounting strap, the threaded ends of mounting screws (C) will protrude through the holes of canopy (G). Place mounting strap (B) over the junction box so that mounting screws (C) are vertical. Attach mounting strap (B) to the junction box using two of mounting screws (A). Tighten the screws securely.

## CLEANING TIPS

Treat the fixture gently! Regular cleaning will reduce the need for deep cleaning. For regular cleaning, turn off the light and wipe down the fixture with a clean lint-free cotton or microfiber cloth. Never spray cleaner directly onto the fixture.