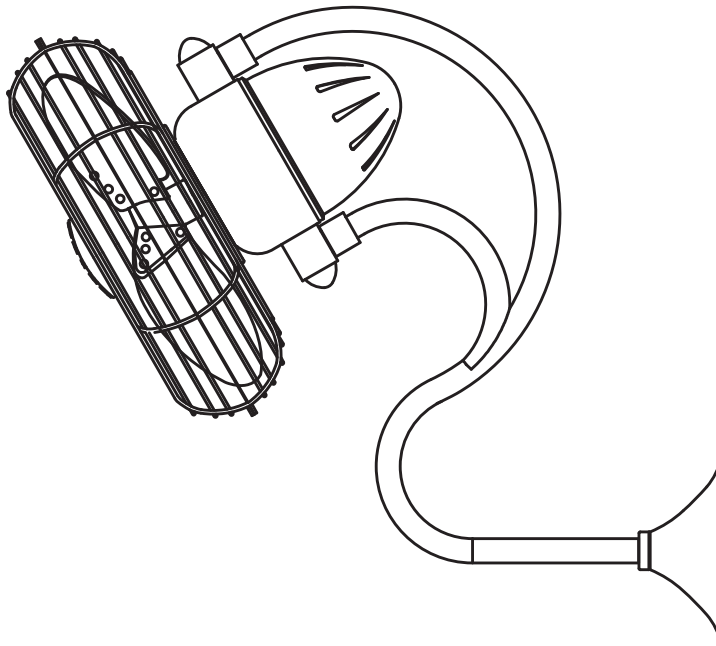


# Melody

## WALL MOUNTED FAN

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**READ AND SAVE THESE INSTRUCTIONS**



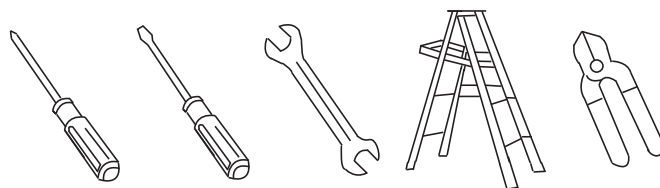
**AC-MGM2**

**FAN RATING AC 220-240V~, 50/60Hz**

**Please do not use any electric or battery powered tools  
in the assembly and installation of this or any Matthews  
Fan Company product.**

## TOOLS AND MATERIALS REQUIRED

- Philips screw driver
- Standard, flat-head screw driver
- 11 mm wrench
- Step ladder
- Wire cutters



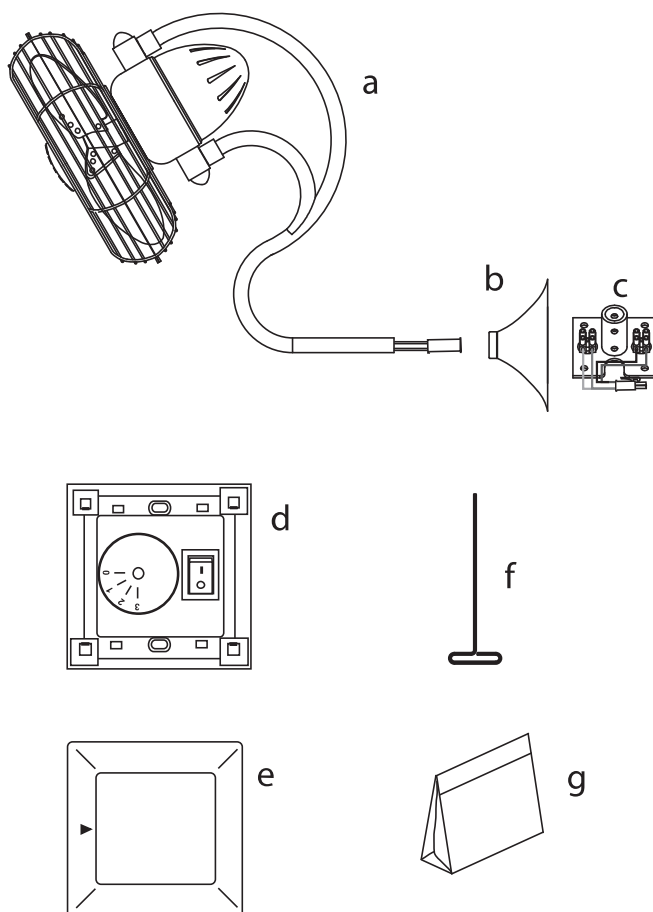
## PACKAGE CONTENTS

Unpack your fan and check the contents. You should have the following items:

- Fan motor assembly
- Canopy
- Hanger bracket
- Wall control with 2 mounting screws
- Mounting plate
- Allen wrench
- Package hardware

Mounting hardware:

wood screws (4), screws (2),  
lock washers (4), washers (4),  
star washers (4),



# READ AND SAVE THESE SAFETY AND INSTALLATION INSTRUCTIONS.

Consult a licensed electrician if unsure of any point below mentioned.

## DANGER/WARNING/CAUTION

- 1 **Warning:** TO REDUCE THE RISKS OF FIRE, ELECTRIC SHOCK OR INJURY TO PERSONS, OBSERVE THE FOLLOWING
  - A. Use this unit only in the manner intended by the manufacturer. If you have any questions, contact the manufacturer.
  - B. Before servicing or cleaning unit, switch power off at service panel and lock the service disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a prominent warning device, such as a tag, to the service panel.
  - C. Installation work and electrical wiring must be done by qualified persons in accordance with all applicable codes and standards including fire-related construction.
  - D. When cutting or drilling into wall or ceiling, do not damage electrical wiring and other hidden utilities.
- 2 High voltage and moving parts around motors and motor driven equipment can cause serious or fatal injuries. Always disconnect power source at main switch before wiring, servicing or cleaning unit. Do not rely on fan control device to prevent unexpected start-up or electrical shock. In addition, power supply must have fuses or circuit breakers for short circuit protection.
- 3 All electrical wiring must be performed by qualified persons in accordance and conform with applicable national and local electrical codes.
- 4 Fan should be secure in its electrical grounding to avoid possible electrical shock.
- 5 Fan should not be used in any wet or hazardous location. In addition, its ambient temperature should not exceed 40 degrees Celsius.
- 6 Power supply should conform to voltage rating of 220-240V~, 50/60Hz.
- 7 Before applying power, visually re-inspect the installation. Make sure that all guards and protective devices are securely in place and all visible screws and bolts are tightened. All set-screws must be retightened before installation.
- 8 **Warning:** to reduce the risk of fire, electrical shock or personal injury, mount hanging bracket to outlet box marked "Acceptable for fan support and a hanging weight of 45 Lbs (20.4 Kgs)." Do not mount fan to sheet rock or drywall type materials and use only the screws provided with the outlet box.
- 9 This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety.
- 10 Children should be supervised to ensure that they do not play with the appliance.

# MOUNTING/INSTALLATION OF THE FAN AND MAKING THE ELECTRICAL CONNECTIONS

Before touching a screw driver thoroughly read these installation instructions.

Your new wall fan will require a grounded electrical supply line of 220-240V~, 50/60Hz circuit. The junction box must be securely anchored and capable of withstanding a load of at least 45 lbs (20.4 Kgs).

**WARNING/CAUTION:** Before installing new wall junction box turn off power at service panel.

1. Attach junction box securely to building structure. Use provided hardware. **Caution:** Tighten screws well. See Fig. 1.

2. Installing the hanger bracket to the junction box with 2 screws provided.(Fig. 2)

3. Verify that the set screws in decorative canopy are fully retracted. Not retracting them will cause unsightly scratches in the beautiful finish of the goose neck during installation. Leave the protective plastic sleeves in place on the goose net. (Fig. 3)

4. Thread the wires from the fan through the barrel of the hanger bracket, and then pass through the concave on the hanging bracket for the wire connection:

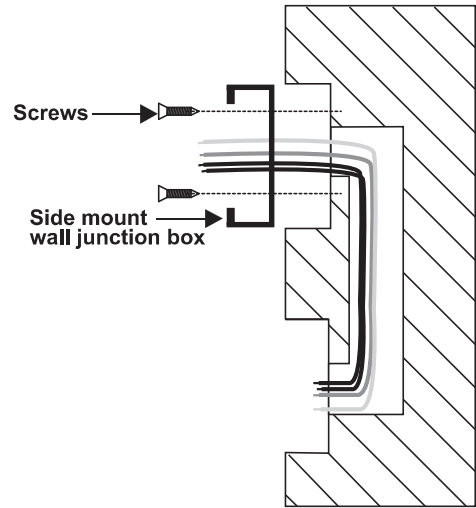


Figure 1

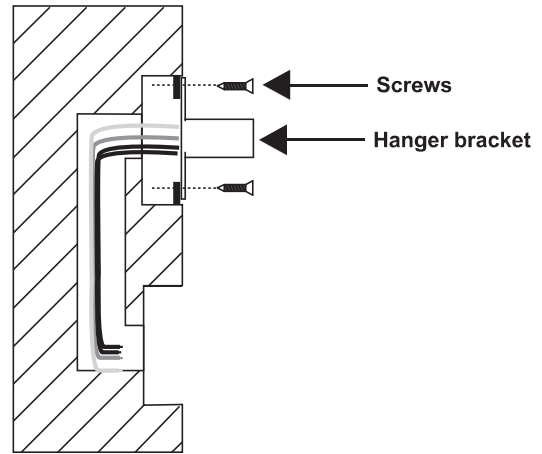


Figure 2

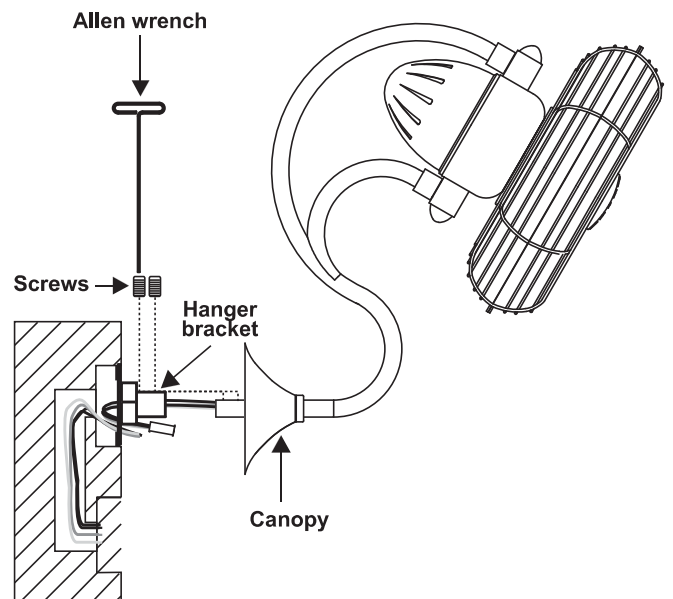


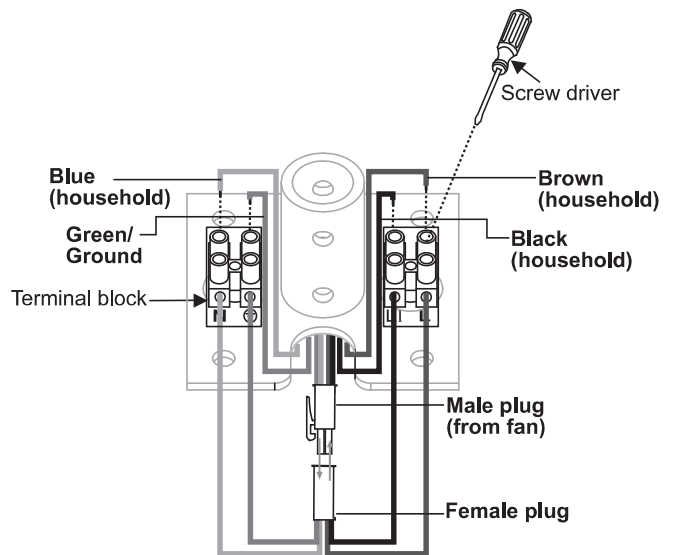
Figure 3

- Connect the black fan wire to the hole on the terminal block marked "L1".
- Connect the brown fan wire to the hole on the terminal block marked "L".
- Connect the blue fan wire to the hole on the terminal block marked "N".
- Connect the green/ground fan wire to the hole on the terminal block marked "E".

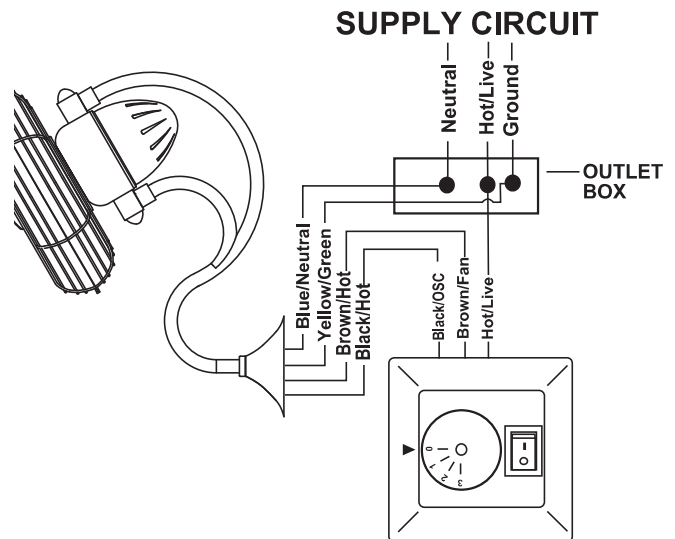
Tighten the screws on the terminal block with screw driver to avoid the wires loose. (Fig. 4 and 5)

5. Be sure to snap together the male and female plugs. (Fig. 4)

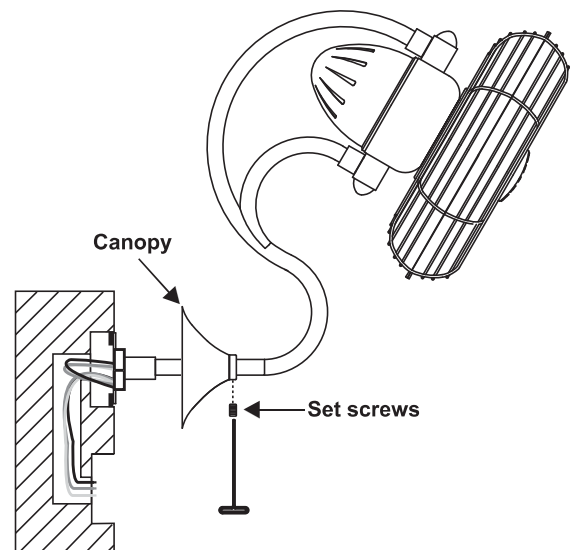
6. Push canopy down goose neck toward wall until the canopy lays flat against the wall surface, covering the hanger bracket. Tighten set screws in canopy. (Fig. 6)



**Figure 4**



**Figure 5**



**Figure 6**

# MOUNTING/INSTALLATION OF THE WALL CONTROL

1. Remove the existing wall plate and switch. (Fig. 7)
2. Set knobs on the new, wall control in the "0" position.
3. Make speed control wire connections (Fig. 8). Ensure that bare wires are fully inserted into their terminals with no loose strands and that terminal screws are fully tightened.
  - Hot/Live wire from fan blade motor to wall speed control port labeled "Fan."
  - Hot/Live wire from oscillation motor to wall speed control labeled "To Light," **Note:** Perform this step if yours is a two/dual circuit installation. If this is a single circuit application, this step will be ignored and the blade motor and oscillation motor will not be operated independently.
  - Hot/Live, household supply wire to wall speed control port labeled "To Hot/Live."
4. Connect, if present, the wall speed control's ground wire directly to one of the screws from the outlet box. (Fig. 9)
5. Attach the wall control to the outlet (wall) box and secure with 2 outlet box screws. (Fig. 8)
6. Push the wall plate to the wall speed control. (Fig. 9)

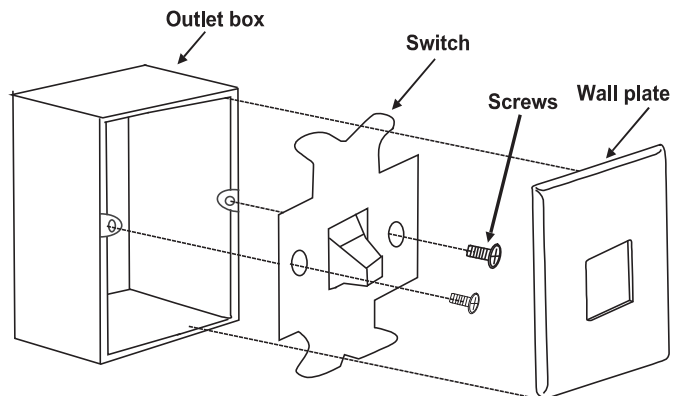


Figure 7

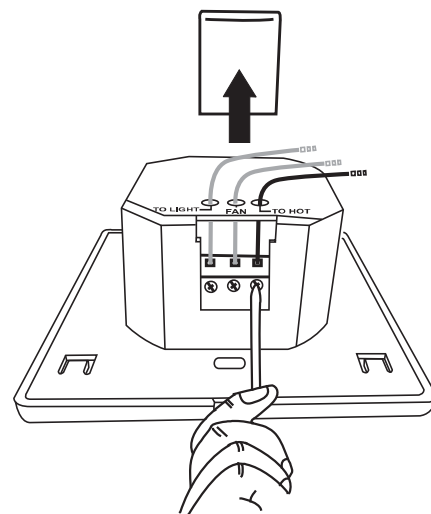


Figure 8

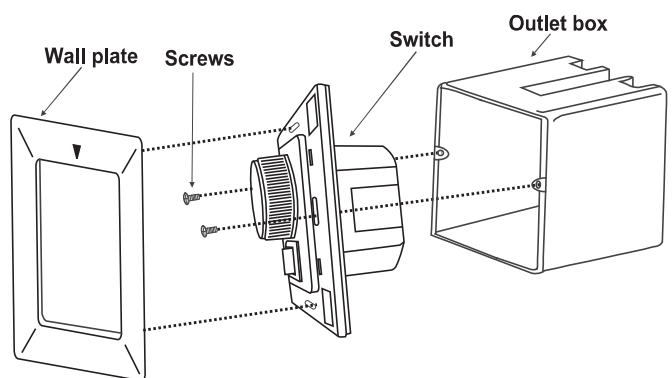


Figure 9

# OPERATING THE WALL CONTROL

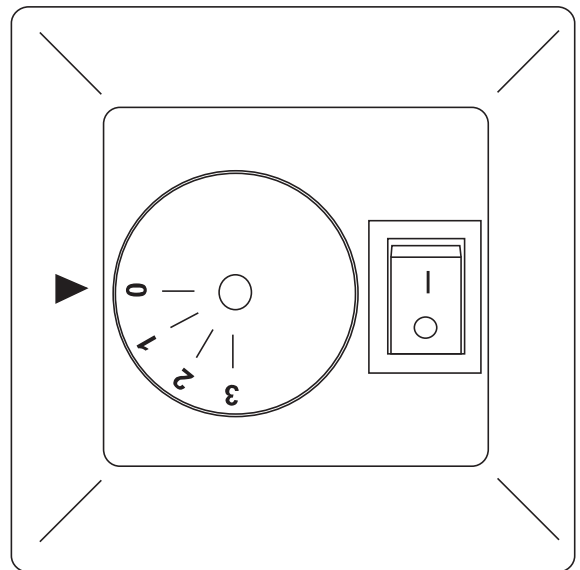
Restore Power to Wall Fan.

A. The fan 3-speed control knob is used to control the fan blade speed as follows:

- 0= Turns the fan off
- 1= High Speed
- 2= Medium Speed
- 3= Low Speed

B. ON-OFF Button:

This button is used to control the oscillating operation if yours is a two/dual circuit installation. Otherwise, this knob will not function.



**Figure 10**

# CARE OF AND TROUBLESHOOTING YOUR FAN

Here are some suggestions to help maintain your fan.

1. Because of the fan's natural movement some connections may become loose over time. Check the support connections, brackets and blade attachments twice a year. Make sure they are secure. It is not necessary to remove fan from the wall.
2. Clean your fan periodically to help maintain its new appearance over the years. Use only a lightly water-moistened, lint free cloth to avoid scratching the finish. Plated finishes are sealed with lacquer to minimize discoloration or tarnishing. Do not let rain or running water to come in contact with the fan. Rain or running water could damage the motor, wood blades or possibly cause an electrical shock.
3. There is no need to oil your fan. The motor has permanently lubricated bearings.
4. Fan makes a vibration noise. Check to see that all screws are tight in the fan cage connection to the motor face plate.
5. Fan actually vibrates. Uninstall and reinstall the blades. Make sure that your fan head's set screw is counter-sunk into the bore hole in the flat part of the motor shaft. Be careful that the blade brackets themselves are not bent in this process. Do not operate your fan if it continues to vibrate. Contact your Atlas Fan Co purveyor if the re-installation of the blades does not resolve the problem.
6. Fan Oscillation is irregular/not smooth. The decorative motor mount knobs are to swivel with the oscillation of the fan. This movement is important. If your oscillation is irregular and not smooth, it could be that your decorative knobs are too tight, touching the yoke and not permitting the oscillation motor to operate properly. Loosen the knobs slightly so that the knob is not touching the yoke assembly. As a rule of thumb, you should have a 1/32" clearance between the knob and yoke assembly. Do not loosen the knob too much. Doing so will cause it to fall of during operation of the fan.

**Caution:** Ensure the fan is switched off from the supply mains before removing the guard.

**NOTE:** AN ADDITIONAL ALL POLE DISCONNECTION SWITCH MUST BE INCLUDED IN THE FIXED WIRING.

**WARNING:** All electrical connections and disconnections must be performed by a licensed Electrician.



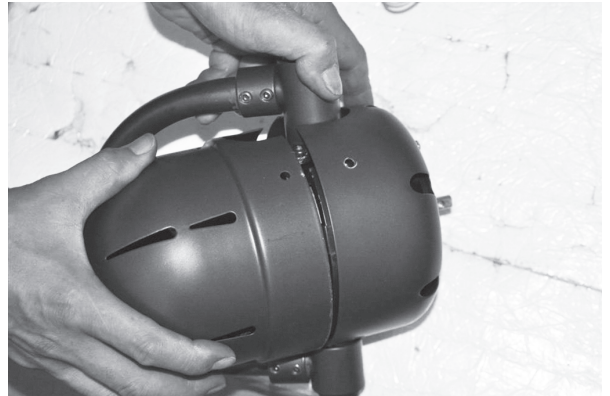
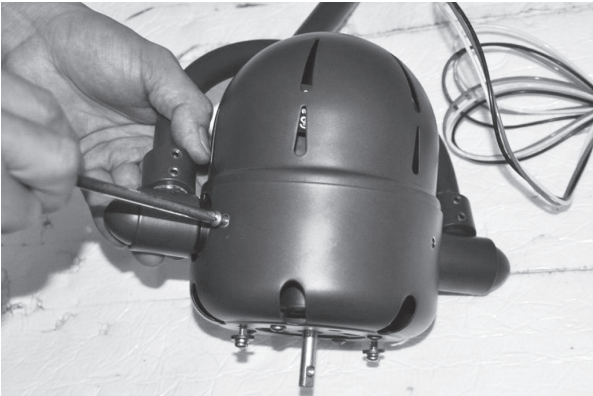


**Matthews Fan CO Atlas brand oscillation fans are mechanical and so, depending upon the amount of use your new fan receives and the climate in which it is installed, it may need its oscillation mechanism greased approximately every 6 months or as needed if oscillation noise occurs.**

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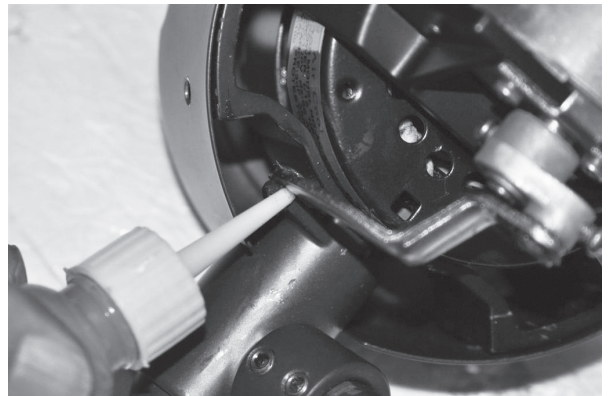
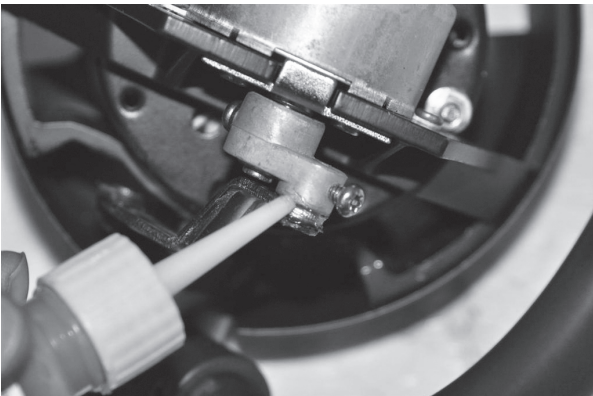
**Step1.**

Gingerly remove the motor back cap. Unscrew the x4 screws holding it to the frame while holding onto the front motor cap and blade/cage assembly so that it does not fall forward. After the x4 screws are removed, you may need to pull forward the front cap assembly a 1/4" to pull off the motor back cap. **DO NOT MOVE THE MOTOR HEAD ASSEMBLY SIDE TO SIDE, DOING SO WILL STRIP OSCILLATION MOTOR GEARS.** When the back motor cap is fully removed, replace one of the just-removed screws back into the front motor cap and frame assembly temporarily to hold the front motor cap and blade/cage in place while you grease your oscillation mechanism.



**Step2.**

Use a lithium based grease on all moving parts and joints of the oscillation mechanism - the push arm and cam of the oscillation motor.



**Step3.**

To replace the motor back cap, hold onto the front motor cap and blade/cage assembly. Remove the temporary screw and align the screw holes between the front and back caps. Replace and tighten the x4 screws.

