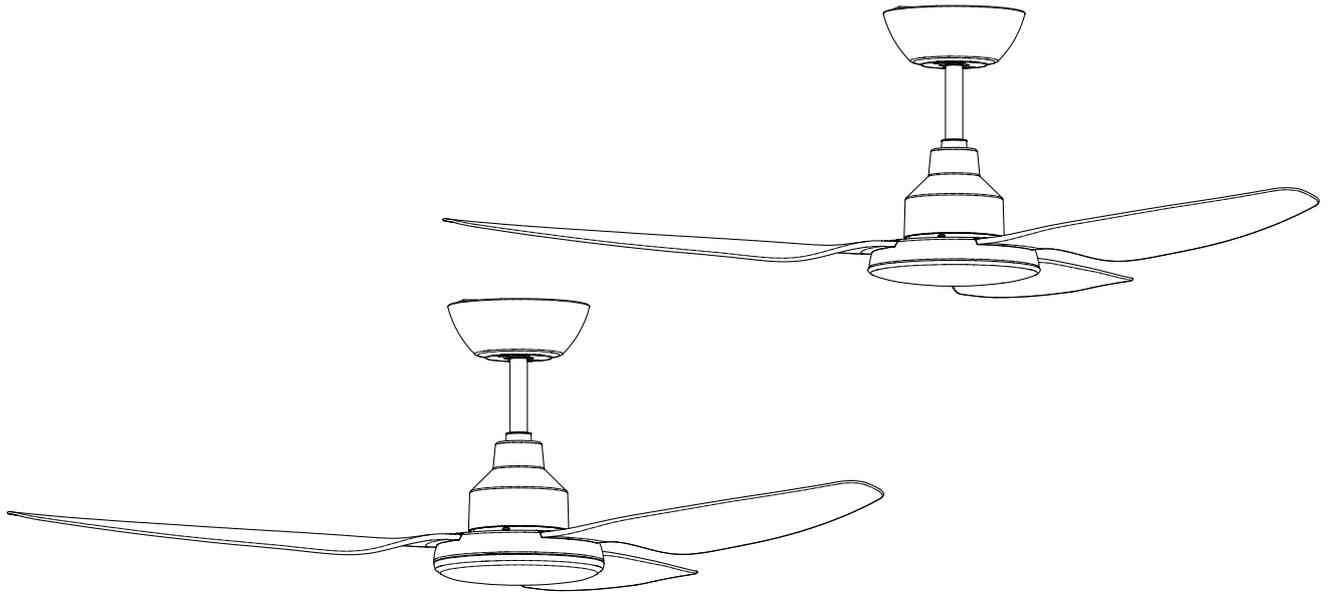




THE AIR MOVEMENT SPECIALISTS

## Glacier DC Ceiling Fan INSTRUCTION MANUAL



With LED (-L) model

Images are for reference only and may vary slightly from actual product.

Ceiling Fan Installation Manual Rev 1.2

### MODELS:

GLA1203WH, GLA1203WH-L, GLA1303WH, GLA1303WH-L

**Thank you** for purchasing this quality Ventair DC ceiling fan. To ensure correct function and safety, please read all instructions before using the product and keep all instructions for future reference.

#### CAUTION

Read Instructions Carefully  
For Safe Installation and Fan  
Operation



**MUST BE  
INSTALLED BY  
A LICENSED  
ELECTRICIAN**

## SAFETY PRECAUTIONS

### **WARNING:**

### **FOR SAFE USE OF THIS FAN, AN ALL-POLE DISCONNECTION MUST BE INCORPORATED INTO THE FIXED WIRING IN ACCORDANCE WITH THE WIRING RULES.**

As outlined in clause 7.12.2 of AS/NZS 60335-1 for meeting the minimum electrical safety of this standard.

Please note warranty will be void if installation is without an all-pole disconnection incorporated in the fixed wiring in accordance with the wiring rules.

Example: If a fan is connected to a circuit that can be isolated via an all-pole safety switch at the switchboard, then this is considered to be an all-pole disconnection to the ceiling fan electrical circuit, meeting the requirements of clause 7.12.2 of AS/NZS 60335.1.

### **A single-pole switch on the active of the receiver input of remote control must also be included in the wiring, and located in the same room as the ceiling fan. (See wiring diagram)**

1. The 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 the use of the appliance by a person responsible for their safety.
2. Children should be supervised to ensure that they do not play with the appliance.
3. The structure to which the fan is to be mounted must be capable of supporting a weight of 20kg.
4. The fixing point on the ceiling, requires a solid bracing structure such as Timber noggins or joists. The bracing should be butted up firmly and securely to the back of any non structural roofing panel such as plaster or Gyprock to ensure safety and optimum performance of the fan.
5. The fan should be mounted so that the blades are at least 2.1m above the floor.
6. Only a licensed electrician should complete the installation.
7. **WARNING:** If unusual wobbling or oscillating movement is observed, immediately stop using the ceiling fan and contact the manufacturer, its service agent or suitably qualified persons.
8. **WARNING:** Light and fan must be connected to the same phase. Before servicing, ensure both light and fan circuits are disconnected.

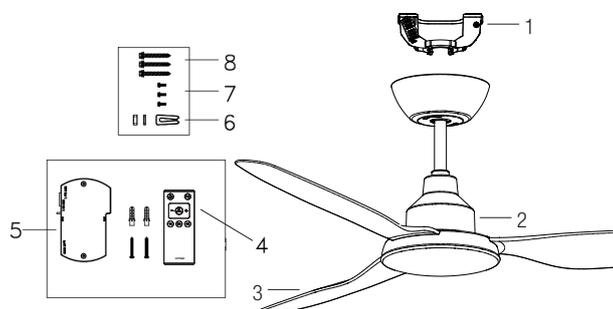


- Do not dispose of electrical appliances as unsorted municipal waste, use separate collection facilities. Contact your local government for information regarding the collection systems available. If electrical appliances are disposed of in landfills or dumps, hazardous substances can leak into the ground water and get into the food chain, damaging your health and well-being.

## BEFORE INSTALLATION

Unpack the fan carefully and identify all parts. Please refer to Fig 1.

### GLACIER DC WITHOUT LIGHT



### GLACIER DC WITH LIGHT

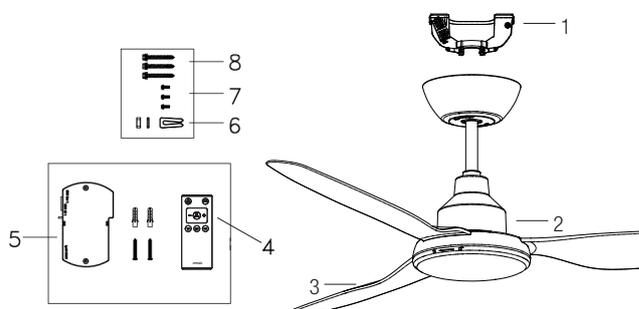


Fig 1

1. **Mounting bracket x 1**
2. **Pre-assembled fan motor, down rod, canopy and bottom cover x 1**
3. **Blades x 3**
4. **Remote control x 1** (2 pcs R03 1.5V AAA Batteries included. Wood Screws 3.5 x 20mm)
5. **Receiver x 1**
6. **Balancing Kit x 1**
7. **Blade screws x 3** (M5 x 20mm)
8. **Wood screws for mounting bracket x 2** (6 x 50mm)  
**Wood screw for safety wire x 1** (6 x 50mm)

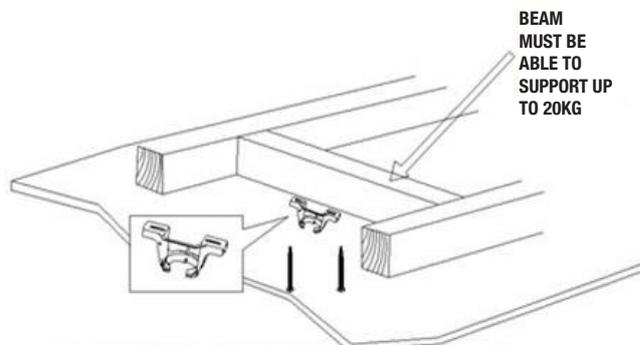
1. **Mounting bracket x 1**
2. **Pre-assembled fan motor, down rod, canopy and LED light x 1**
3. **Blades x 3**
4. **Remote control x 1** (2 pcs R03 1.5V AAA Batteries included. Wood Screws 3.5 x 20mm)
5. **Receiver x 1**
6. **Balancing Kit x 1**
7. **Blade screws x 3** (M5 x 20mm)
8. **Wood screws for mounting bracket x 2** (6 x 50mm)  
**Wood screw for safety wire x 1** (6 x 50mm)

**Please Note:** Check for any damage to the fan prior to installation. Physical damage such as marks and scratches are not covered by the in home warranty. In this case, please contact Ventair to discuss replacement parts.

## BEFORE INSTALLATION

### MOUNTING BRACKET

- The ceiling fan must be installed in a location so that the blades have a minimum 300mm spacing from the tip of the blade to the nearest objects or walls.
- Secure the hanging bracket to the ceiling joist or structure that is capable of carrying a load of at least 20kg, with the two Fixing screws provided. Ensure at least 30mm of the screw is threaded into the support structure.



NOTE: THIS PICTURE IS FOR ILLUSTRATIVE PURPOSES ONLY AND DOES NOT REPRESENT THE ACTUAL BRACKET.

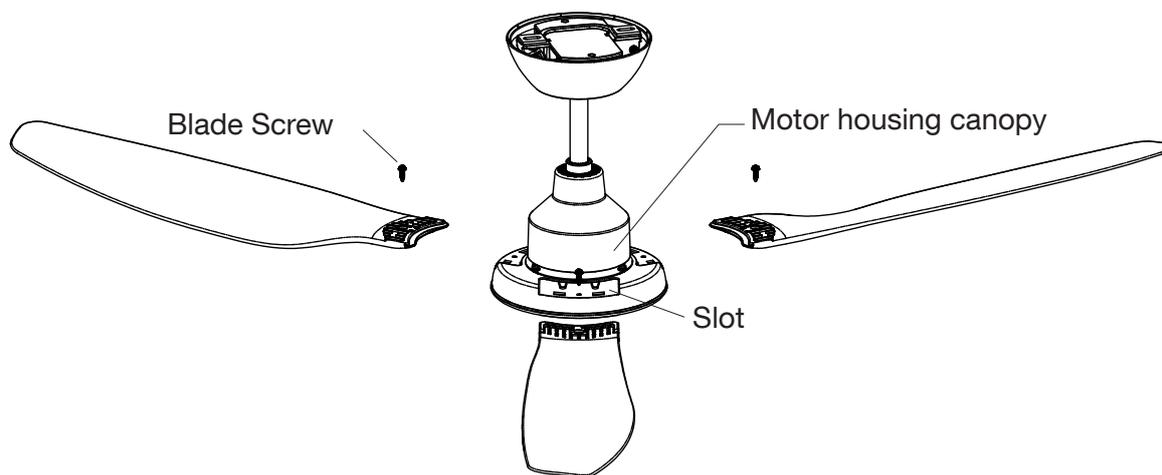
### PLEASE NOTE:

The bracket fixing screws provided are for use with the wooden structures only. These screws are designed specifically for this purpose, and use of other types of screws, ie: Bugle headed screws may void the warranty.

For structures other than wood, the appropriate screw type **MUST** be used.

## QUICK 'CLICK' BLADE INSTALLATION

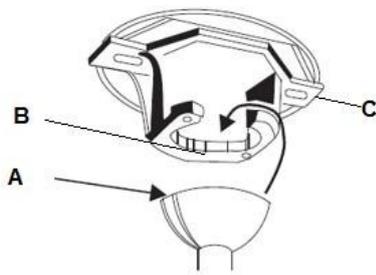
### BLADE ATTACHMENT



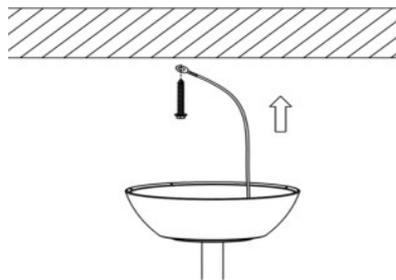
1. Insert the blades (x3) into the blade holding slots on the motor housing.
2. Insert the blade screw, being careful not to over-tighten
3. Slide the motor housing canopy downward until covering the motor.

## HANGING THE FAN

Lift the fan assembly onto the mounting bracket. Ensure that slot (A) of the hanger ball is fully aligned/engaged with the Tab (B) of the mounting bracket (C) to prevent the fan from rotating when in operation.(Fig. 3)



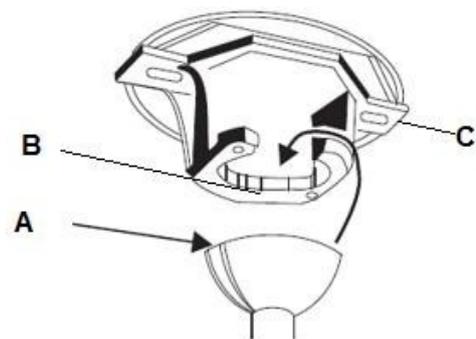
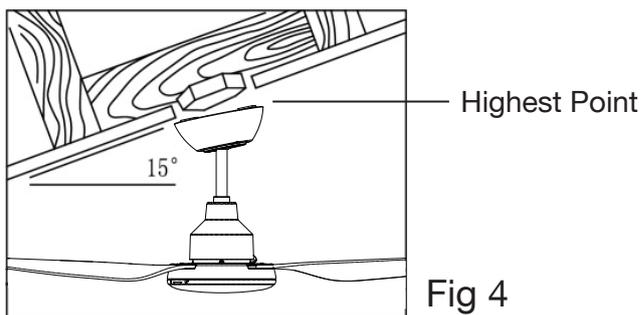
(Fig. 3)



Secure the safety wire using the designated screw point on the hang bracket or other secure point such as ceiling joist.

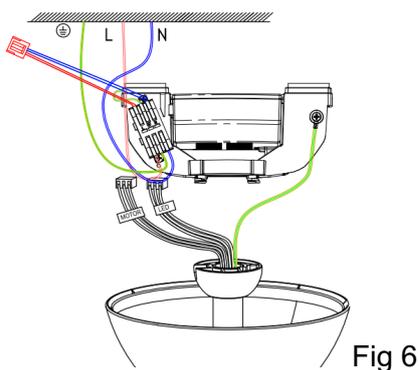
## ANGLED CEILING INSTALLATION

This fan hanging system supports a maximum 15-degree angled installation. (Fig 4)  
Please note: the Tab (B) on the hanging bracket that sits in the groove (A) on the hanging ball should be positioned at the highest point to ensure correct operation.



## FINISHING THE INSTALLATION

- Complete the electrical connection at the mounting bracket terminal block.
  - Fix the EARTH cable from motor to the mounting bracket.
- NOTE: Glacier DC is a Class I electrical product.  
(Refer to Fig 6.).



## FINISHING THE INSTALLATION

- Connect fan to the receiver (can be done before or after sliding receiver into place).
  - A.** For fan models without light, plug cable marked 'motor' into remote control box.  
See Fig 7.2
  - B.** For fan models with light, plug cable marked 'motor' and 'LED' into remote control box.  
See Fig 7.1
- Slide receiver into position in the hanging bracket making sure the AC input connector on the receiver is aligned with the AC port on the receiver. Refer Fig 7.1 and 7.2

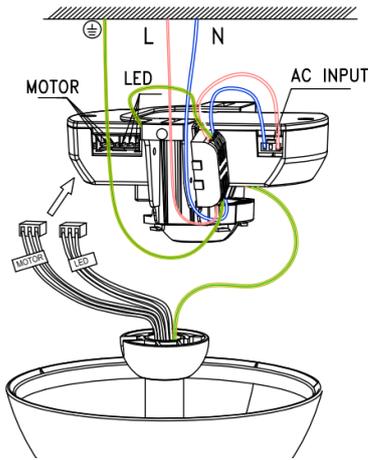


Fig 7.1

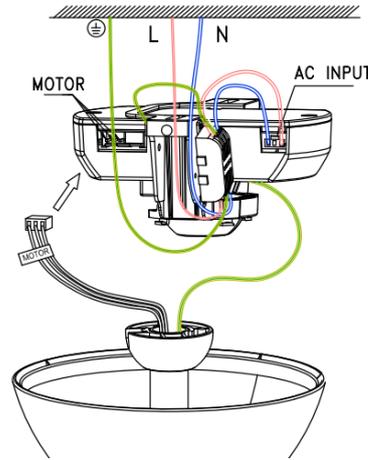
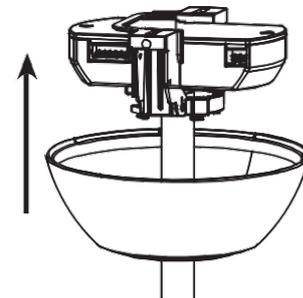


Fig 7.2

- Slide the canopy upwards into position over the mounting bracket then turn counter clockwise to twist lock into position. Ensure all 4 tabs on the mount bracket are located correctly into the slots on the canopy. Canopy should be sitting approx. - 3mm off the ceiling.



- Ensure all wires are tucked neatly into canopy taking care not to cause damage.

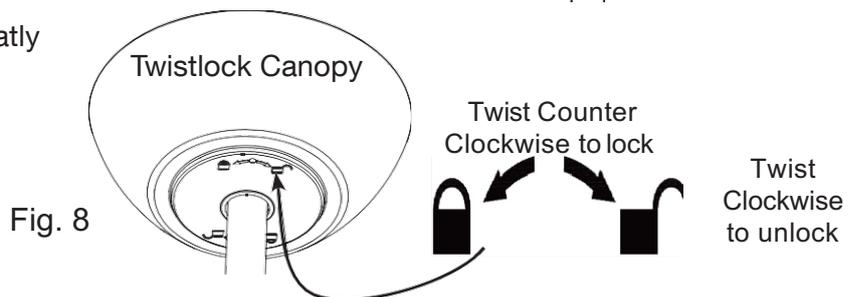


Fig. 8

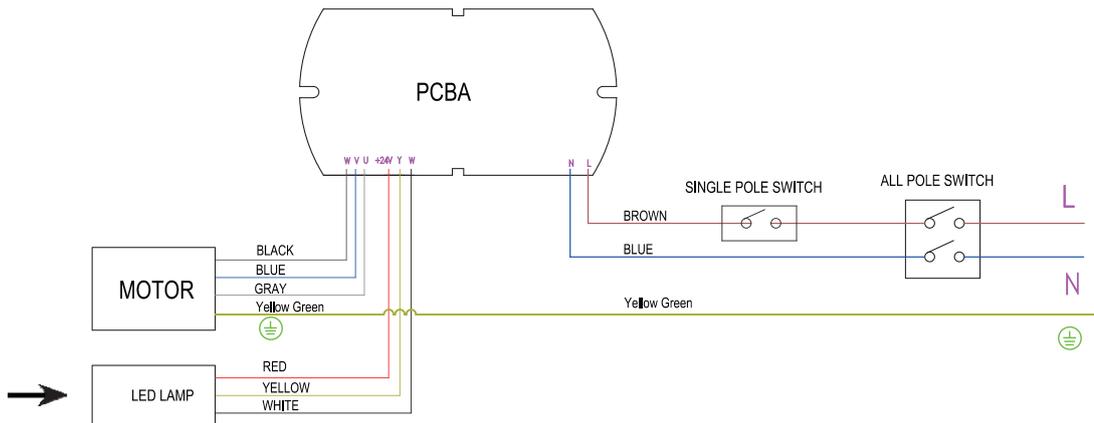
**Please Note:** Ensure the Canopy has fixed fully into position by twisting firmly.

## ELECTRICAL WIRING DIAGRAM

**WARNING:** FOR YOUR SAFETY ALL ELECTRICAL CONNECTIONS MUST BE UNDERTAKEN BY A LICENSED ELECTRICIAN IN ACCORDANCE WITH AS/NZS 3000 WIRING RULES.

- Connect "LIVE" supply to the "L" of the terminal block on the mounting bracket..
- Connect "EARTH" supply to  of the terminal block on the mounting bracket..
- Connect "NEUTRAL" supply to the "N" of the terminal block on the mounting bracket.
- Screw "EARTH" cable from motor to cavity  on the mounting bracket.  
Please refer to Fig 6

**Please note:**  
This is only applicable to models with LED light.



## REMOTE CONTROL OPERATION

Please note: The Glacier DC 'Remote Handset' cannot be used either simultaneously, or in conjunction with, a 'Wall Controller' (DC wall Controller available separately)

1. Turn wall switch to 'ON' Fan is now in standby mode. A 'beep' will be heard. If your fan has a light, the light will illuminate in default setting of 100% brightness in (NW) Natural white light.



### Fan Models Without Light

	Fan 'ON' and 'OFF'
F/R	Forward - downdraft for cooling (summer mode) Reverse - updraft for heat circulation (winter mode)
 +	Increases fan speed until Max (speed 5)
 -	Decreases fan speed until Min (speed 1)
TIMER	Run on Timer with 3 setting options (1hr, 2hrs, 4hrs)

Note: Light will reactivate at previous brightness and colour (CCT) settings when using handset only. Once wall (isolation) switch has been turned 'OFF' Light will default back to 100% brightness (NW) Natural white light.



### Fan Models with Light

	Fan 'ON' and 'OFF'
F/R	Forward - downdraft for cooling (summer mode) Reverse - updraft for heat circulation (winter mode)
 +	Increases fan speed until Max (speed 5)
 -	Decreases fan speed until Min (speed 1)
TIMER	Run on Timer with 3 setting options (1hr, 2hrs, 4hrs)
	Switches light 'ON' and 'OFF' Press and hold for minimum 3 secs to change between: WW - NW - CW
 +	Increases light brightness
 -	Decreases light brightness

## REMOTE CONTROL OPERATION

- A remote control consists of two parts.



1. Handset (transmitter) controller.
  2. Receiver. Receives messages from the handset and is located in upper canopy of the fan.
- The Glacier DC remote control comes pre-paired at the factory and is ready to use.  
Pairing will only be required in situations mentioned below.

### 1. Using 1 remote handset to control 2 or more Glacier DC Ceiling fans

- Choose the fan you wish to pair with your handset.
- Turn isolation switch 'ON' and **within 20 seconds** press and hold  on the remote for 3 seconds. The fan will emit a 'beep beep' sound to indicate the pairing process is activated.
- Press  and change the speed of the ceiling fan via the remote to check the operation and successful pairing.

### Troubleshooting - Glacier DC

Q) One remote is controlling multiple fans, how do I fix this?

A) This can be fixed by re-pairing each fan one at a time:

- Turn all fans you wish to separate off at the isolation switch leave off for a minimum of 1 minute.
- Turn the isolation switch on for the 1st fan and within 20 seconds press and hold  on the remote for 3 seconds. Remote should be paired, check fan functions.
- Repeat the above steps with next fan ensuring the previous fan is left on at the isolation switch.

**NOTE:** Each fan must have its own isolation switch as per the instructions on page 2 and the diagram on page 7. Please contact your installing electrician to rectify if this is not the case.

### 2. Loss of function or control between hand piece and receiver

- Try the re-pairing process as outlined above (point 1)
- Try pairing a hand piece from a different fan as outlined above (point 1).  
If the problem persists, call Ventair technical support on 1300 665 926.

### 3. Replacing an old or damaged handset

- If you are replacing a handset only (not the receiver), the repairing process (point 1) will need to be performed before operation of the fan is possible.

## IMPORTANT FACTS

### **Fan Operation:**

Glacier DC has been designed to optimise airflow with minimal amount of energy usage. A ceiling fan rotates much slowly than a traditional style wall, pedestal or desk fans; ceiling fans cool people effectively by introducing slow movement, with high airflow into otherwise still, hot air of a room, creating a natural evaporative cooling effect. Fans never actually cool air, like air conditioning equipment, but use significantly less power.

### **Normal Wear and Tear**

Over time, moving parts may become slightly loose or worn creating small increases in noise or movement. Fan operation may also be effected by accidental contact by person or foreign objects. These conditions are not covered under warranty, but a little care and maintenance can reduce or prevent these problems from arising.

### **Night Noise**

All electric motors, including fan motors make some noise, however the Glacier DC fan motor is not susceptible to the noise problems that are commonly experiences with typical Higher wattage, heavier AC type ceiling fan motors. The Glacier DC range are one of the quietest fans available and are ideal for all areas of the home especially bedrooms where noise is a crucial consideration.

## MAINTENANCE

### **CARE AND CLEANING:**

NOTE: Always turn OFF the power at the mains switch before performing any maintenance or attempting to clean your fan.

- Every 6 months, periodic cleaning of your ceiling fan is the only maintenance required. Use a soft brush or lint free damp cloth to avoid scratching or marking the surface. Please turn off electricity power when you do so.
- Do not soak or immerse your ceiling fan in the water or other liquids. It could damage the motor or the blades and create the possibility of an electrical shock.
- Ensure that the fan does not come in contact with any organic solvents or cleaners.
- To clean the fan blade, wipe with only a damp clean cloth with NO organic solvents or cleaners.
- The motor has a permanently lubricated ball bearing so there is no need to oil.

## TECHNICAL INFORMATION

Ceiling Fan Model	Rated Voltage	Rated Power (Motor)	Rated Power (Lamp)	Fan Weight (Kg)
GLA1203WH	220-240 VAC	26W	N/A	3.48
GLA1203WH-L	220-240 VAC	26W	20W, LED, 3000K, 4000K, 5000K	3.84
GLA1303WH	220-240 VAC	26W	N/A	3.53
GLA1303WH-L	220-240 VAC	26W	20W, LED, 3000K, 4000K, 5000K	3.91

## WARRANTY INFORMATION

- If you suspect faults relating to installation, contact your installer to rectify.
- If you suspect there to be a manufacturing defect, lodge a warranty by visiting

[www.ventair.com.au/warranty](http://www.ventair.com.au/warranty) or contact Ventair support on 1300 665 926

You will need to provide the following information:

- The name and contact details of the licensed electrician/installer.
- The brand, model number and serial number (on motor housing).
- The date and place of purchase of the unit.
- The owners name, address and telephone contact numbers.
- The nature of the fault.

The customer will not hain the benefit of this warranty without making a claim with Ventair. This warranty is not valid if any repairs or replacement is undertaken without the prior approval of Ventair.

Please see [www.ventair.com.au/warranty](http://www.ventair.com.au/warranty) for terms and conditions.


  
**ventair**<sup>tm</sup>
  
 THE AIR MOVEMENT SPECIALISTS