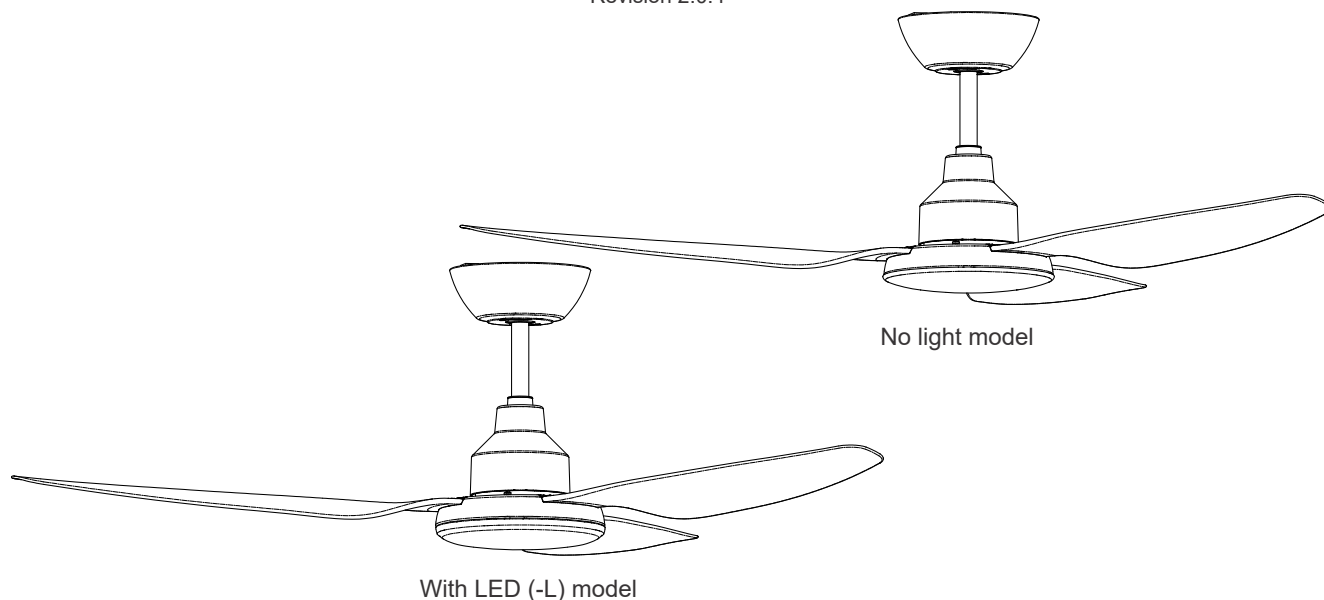




THE AIR MOVEMENT SPECIALISTS

Glacier DC Ceiling Fan Instruction Manual

Revision 2.0.4



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

Ceiling Fan Instruction Manual for Models:

GLA903WH, GLA903WH-L, GLA903BL, GLA903BL-L
GLA1203WH, GLA1203WH-L, GLA1203BL, GLA1203BL-L
GLA1303WH, GLA1303WH-L, GLA1303BL, GLA1303BL-L
GLA1403WH, GLA1403WH-L, GLA1403BL, GLA1403BL-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

IMPORTANT: A single-pole isolation switch on the active of the receiver input **MUST** be included in the wiring and located in the same room as the ceiling fan (see wiring diagram on page 7).

1. 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 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.
5. 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.
6. For safe and effective operation, Ventair recommends the fan blades being at least 2.1m above the floor.
7. Only a licensed electrician should handle the installation.
8. **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.
9. **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.

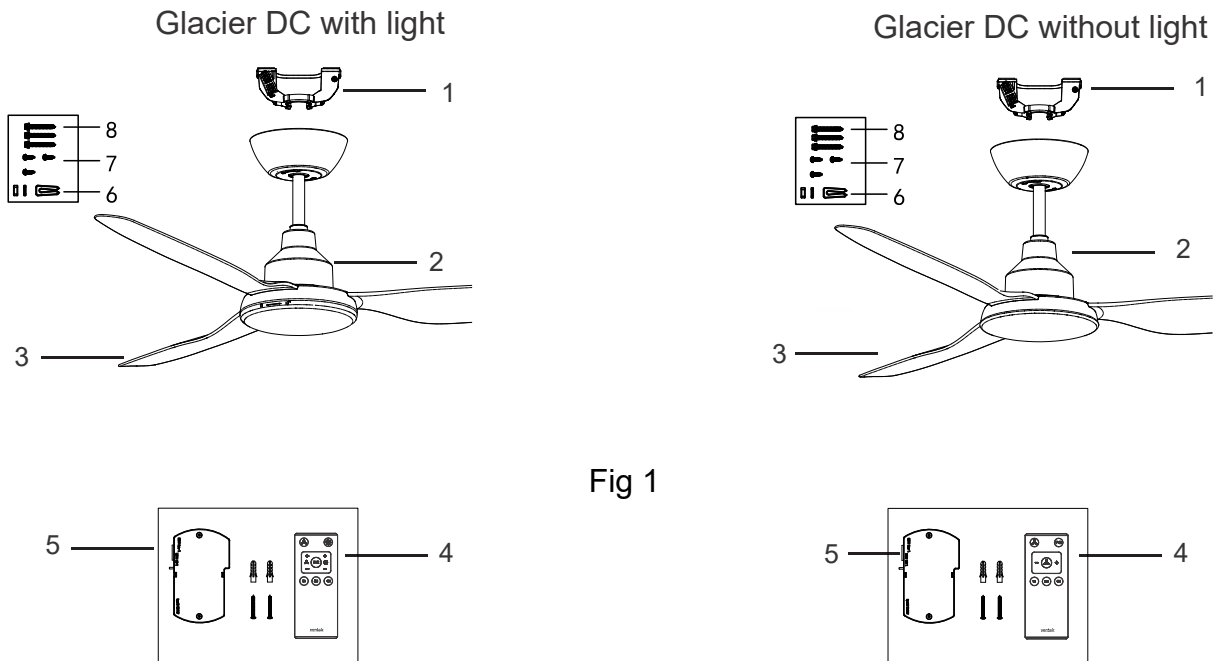


Fig 1

List of Components

With light models

1. Mounting Bracket x 1
2. Pre-assembled fan motor, downrod, canopy and LED light x 1
3. Fan Blades x 3
4. Remote Control Remote control x 1 (2 x R03 1.5V AAA Batteries and Wood Screw 3.5 x 20mm x 1 included).
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 and safety wire x 1 (6 x 50mm)

Without light models

1. Mounting Bracket x 1
2. Pre-assembled fan motor, downrod, canopy and bottom cover x 1
3. Fan Blades x 3
4. Remote Control Remote control x 1 (2 x R03 1.5V AAA Batteries and Wood Screw 3.5 x 20mm x 1 included).
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 and safety wire x 1 (6 x 50mm)

PLEASE NOTE: Check for any damage to the fan prior to installation.

Physical damage, including marks and scratches, is not covered by our in-home warranty. We may, however, be able to assist with replacement parts. Please contact us to discuss.

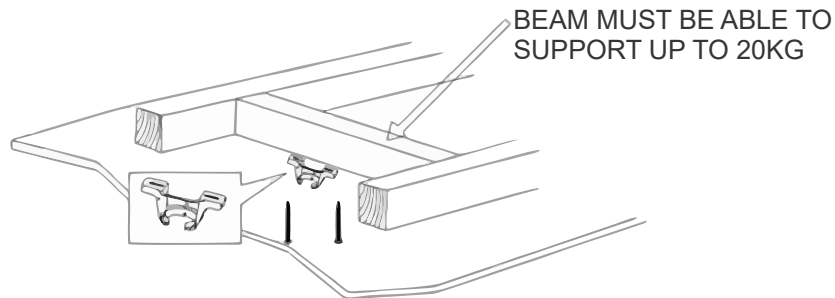
E: support@ventair.com.au

P: 1300 665 926

BEFORE INSTALLATION

MOUNTING BRACKET

- The ceiling fan must be installed in a location where 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.

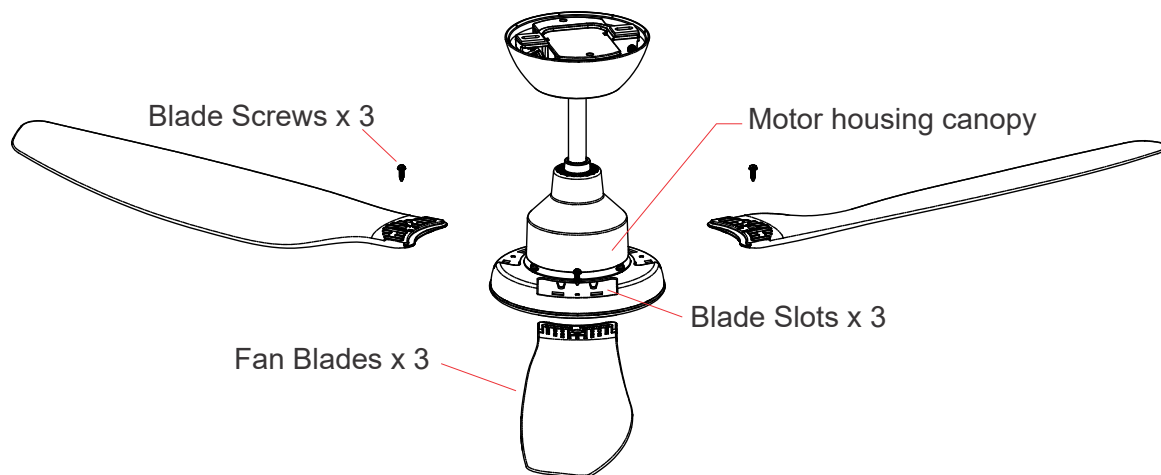
PLEASE NOTE:

The bracket fixing screws provided are for use with wooden structures only.

These screws are designed specifically for this purpose, 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 FIT’ BLADE INSTALLATION

BLADE ATTACHMENT

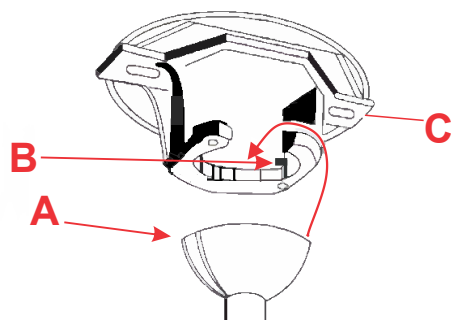


Picture for illustrative purposes only

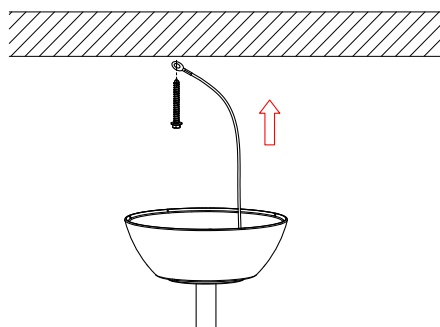
1. Insert the blades (x3) into the blade holding slots (x3) on the motor housing.
2. Install the blade screws (x3) being careful not to over tighten.
3. Move motor housing canopy downward until covering the motor housing.

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)

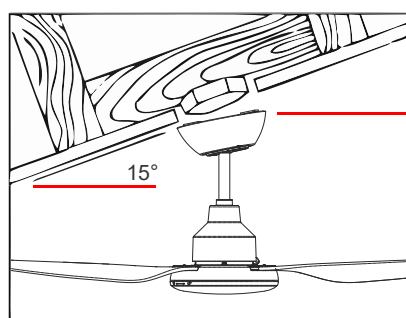


Secure the safety wire using the designated screw point on the hanging bracket or other secure point such as a ceiling joist.

ANGLED CEILING INSTALLATION

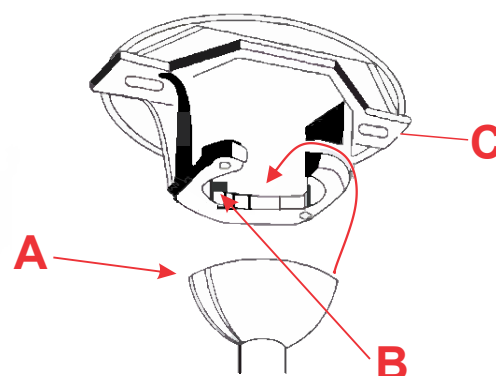
This fan hanging system supports a maximum 15-degree angled installation (Fig 4).

PLEASE NOTE: The **tab (B)** on the hanging bracket, located at the 9 o'clock position relative to the bracket opening, must fit into the **groove (A)** on the hanging ball. This tab-and-groove connection must be positioned at the highest point to ensure proper operation.



Highest Point

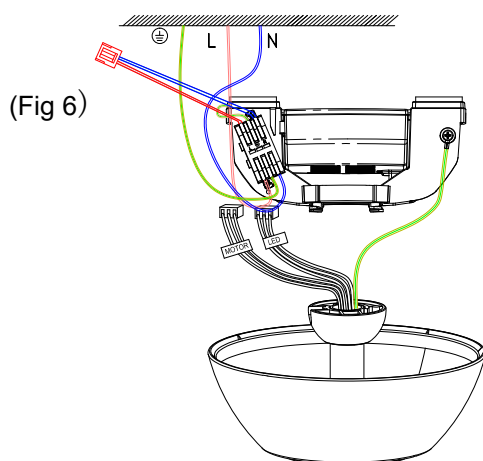
(Fig 4)



FINISHING THE INSTALLATION

- Complete the electrical connection at the mounting bracket terminal block.
- Fix the EARTH cable from motor to the mounting bracket.

NOTE: This fan is a Class I electrical product (refer to Fig 6 below).



(Fig 6)

FINISHING THE INSTALLATION

Slide receiver into position in the hanging bracket ensuring the AC input connector from the hanging bracket is aligned with the AC port on the receiver. Refer Fig 7.1 and 7.2.

- A.** For fan models without light, plug cable marked 'MOTOR' into remote control box. See Fig 7.1.
 - B.** For fan models with light, plug cable marked 'MOTOR' and 'LED' into remote control box. See Fig 7.2.
- Plug in the AC input connector from the hanging bracket into AC port on the receiver.

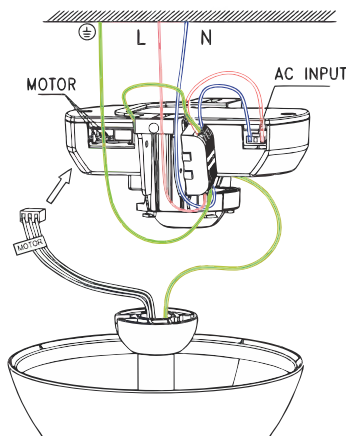


Fig 7.1

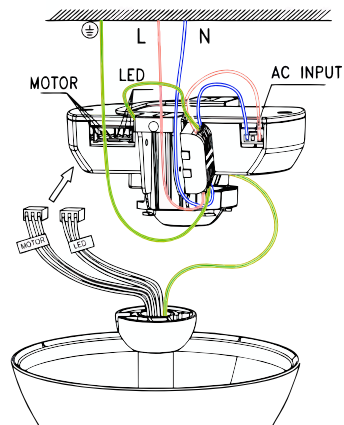
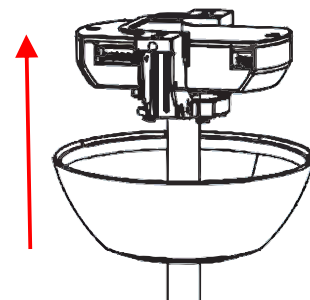


Fig 7.2

- Slide the canopy upwards into position over the mounting bracket then turn counter clockwise to twist and lock into position. Ensure all 4 tabs on the mounting 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 the canopy to avoid any damage.

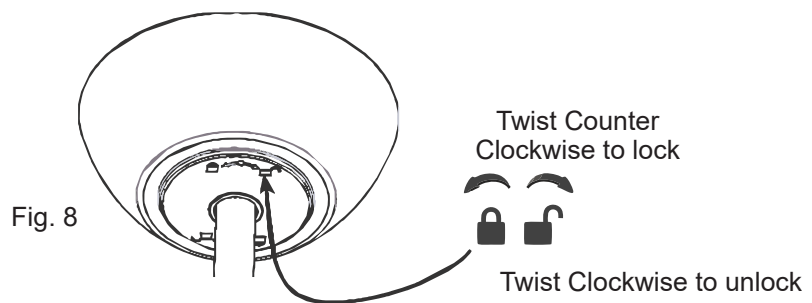


Fig. 8

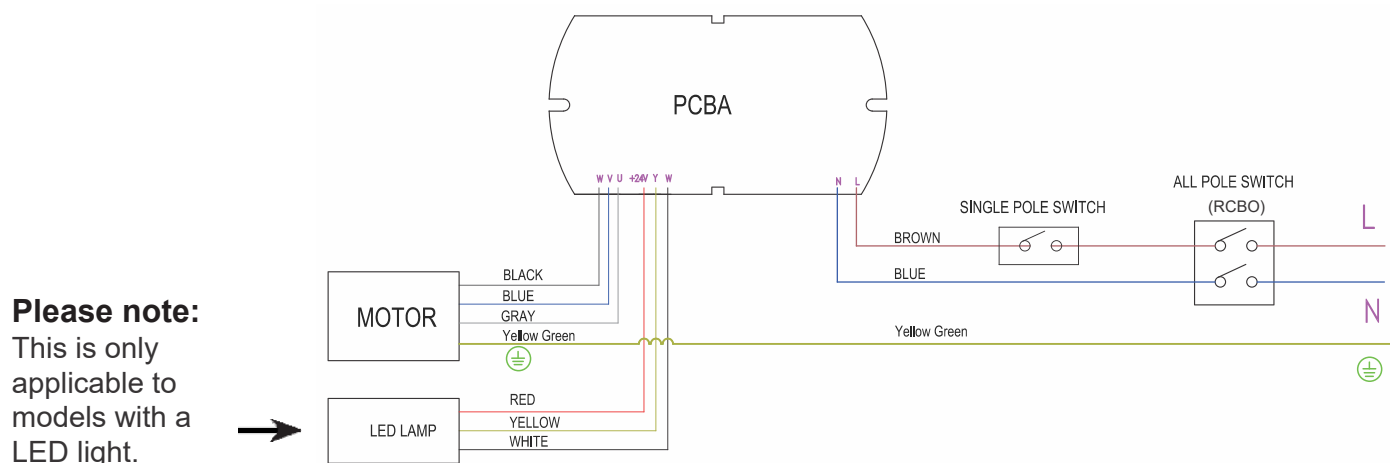
PLEASE NOTE: Ensure the Canopy has fixed fully into position by twisting firmly.

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 wire to the  of the terminal block on the mounting bracket.
- Connect “NEUTRAL” supply to “N” of the terminal block on the mounting bracket.
- Screw “EARTH” cable from motor to cavity to  on the mounting bracket.

Please refer to Fig 6 on page 5.



OPTIONAL ACCESSORIES

DC3WCM-2 - Ventair DC Push Button Wall Control (with light models only)

<https://ventair.com.au/product/dc3wcm>



DC3WCM - Ventair DC Push Button Wall Control (with light models only)

<https://ventair.com.au/product/dc3wcm-2>



DCFAN3SPWC - FLEXMECH - DC Fan 3 Speed Rotary Wall Control (no light model)

<https://ventair.com.au/product/dcfan3spwc>



DCFAN3SPWCL - FLEXMECH - DC Fan 3 Speed Rotary Wall Control (with light model)

<https://ventair.com.au/product/dcfan3spwcl>



REMOTE CONTROL OPERATION

PLEASE NOTE: The Remote Handset cannot be used either simultaneously, or in conjunction with a 'Wall Controller' (DC Wall Controller available separately).

Fan models without Light



	Fan "ON" and "OFF"
F/R	Forward - Downdraft for cooling (Summer mode) Reverse - Updraft for heat circulation (Winter mode)
+	Increase fan speed until Max (speed 5)
-	Decrease fan speed until Min (speed 1)
TIMER	Fan Off timer with 3 settings (1hr, 2hrs, 4hrs)

Fan models with Light



	Fan "ON" and "OFF"
F/R	Forward - Downdraft for cooling (Summer mode) Reverse - Updraft for heat circulation (Winter mode)
+	Increase fan speed until Max (Speed 5)
-	Decrease fan speed until Min (speed 1)
TIMER	Fan Off timer with 3 settings (1hr, 2hrs, 4hrs)
	Switches the light "ON" and "OFF". Press and hold for a minimum of 3 secs to change between WW - NW - CW
+	Increases the light brightness
-	Decreases the light brightness

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

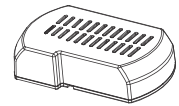
REMOTE CONTROL OPERATION

A remote control consists of two parts:

1. Handset / controller (transmitter).
2. Receiver (receives message from the handset and is located in the upper canopy of the fan).



Handset



Receiver

The Glacier DC remote control comes pre-paired from the factory and is ready to use. Manual re-pairing will only be required in the situations mentioned below.

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

- Turn all fans you wish to operate from the one remote off at the isolation switch and leave off for a **minimum of 1 minute**.
- Turn all isolation switches on for the chosen fans and **within 4 seconds** press the  button on your chosen remote. The fans will emit a 'beep beep' sound to indicate the pairing process is complete.
- Again, press the  button on the handset to change the speed of the fans and check pairing.

PLEASE NOTE: Remote performance may not be consistent across all applications and can vary according to environmental factors, line of sight, distance or battery quality.

Troubleshooting - Glacier DC

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

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

- Turn all fans you wish to separate off at the isolation switch and leave off for a **minimum of 1 minute**.
- Turn the isolation switch on for the first fan and **within 4 seconds** **press** the  button on the handset. The remote should now be paired, check fan functions.
- Repeat the steps above on the 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.
- Try pairing a hand piece from a different fan as outlined in the **re-pairing** instructions. If the problem persists, contact Ventair technical via email support@ventair.com.au or call 1300 665 926.

3. Replacing an old or damaged handset

- If you are replacing a handset or receiver, the repairing process (point 1) will need to be performed before operation of the fan is possible.

IMPORTANT FACTS

Fan Operation:

The Glacier DC has been designed to optimise airflow with minimal amount of energy usage. A ceiling fan rotates much slowly than traditional style wall, pedestal or desk fans; ceiling fans cool people effectively by introducing slow movement, with high airflow into the 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 affected 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 as susceptible to the noise problems that are commonly experiences with typical, higher wattage, heavier AC type ceiling fan motors. The Glacier DC range is one of the quietest available and is ideal for all areas of the home especially bedrooms where noise is a crucial consideration.

MAINTENANCE

CARE AND CLEANING:

NOTE: Always turn the **power OFF** 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.
- Do not soak or immerse your ceiling fan in water or other liquids, as it could damage the motor or 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 blades, wipe with a clean damp cloth only. Do not use any organic solvents or cleaners.
- The motor uses permanently lubricated bearings, there is no need to oil.

DISCLAIMER

Due to ongoing product improvements, the contents of this instruction manual, including diagrams and specifications, may vary slightly from the product you have received. All specifications are subject to change without notice. For the most up-to-date information, please refer to our website.

TECHNICAL INFORMATION

Ceiling Fan Model	Rated Voltage	Rated Power (Motor)	Rated Power (Lamp)	Fan Weight (Kg)
GLA903	220-240VAC	23W	N/A	3.25
GLA903-L	220-240VAC	23W	20W, LED, 3000K, 4000K, 5000K	3.59
GLA1203	220-240VAC	26W	N/A	3.42
GLA1203-L	220-240VAC	26W	20W, LED, 3000K, 4000K, 5000K	3.76
GLA1303	220-240VAC	26W	N/A	3.47
GLA1303-L	220-240VAC	26W	20W, LED, 3000K, 4000K, 5000K	3.81
GLA1403	220-240VAC	32W	N/A	3.70
GLA1403-L	220-240VAC	32W	20W, LED, 3000K, 4000K, 5000K	4.04

WARRANTY INFORMATION

- For technical assistance please contact Ventair support via email support@ventair.com.au or call 1300 665 926.
- This fan is suitable for indoor and covered outdoor areas. As it does not have an IP (Ingress Protection) rating, it must be adequately protected from the elements. Exposure to excessive wind, dust, water, salt air, or corrosive chemicals such as chlorine may void your warranty.
- The light in your fan (where applicable) is designed to provide years of trouble free usage. Please do not attempt to remove the LED panel as this may cause damage not covered by warranty. Should you require any assistance please contact the Ventair support team.
- If you suspect faults relating to installation, contact your installer to rectify. In the event of a manufacturing defect, lodge a warranty by visiting www.ventair.com.au/warranty

You will need to provide the following information:

Proof of Purchase | The Nature of the Fault | Supporting Evidence | The brand, model number and colour of the unit | The owners name, address and contact number | Certificate of Electrical Safety (if requested)

The customer will not gain the benefit of this warranty without making a claim with Ventair. All warranty repairs or replacements require prior written approval from Ventair.

Please see www.ventair.com.au/warranty for terms and conditions.