



**HTB-2500**  
**HTB-3000**



Fig. 1

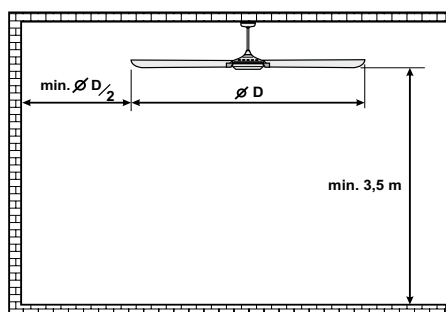


Fig. 2

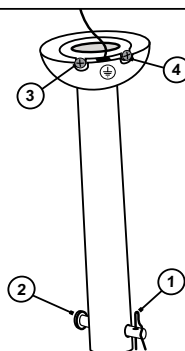


Fig. 3

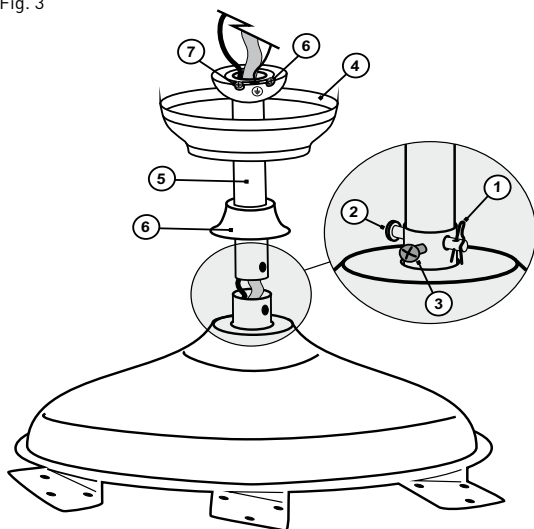


Fig. 4

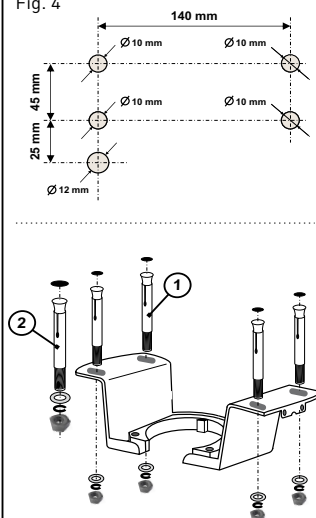


Fig. 5

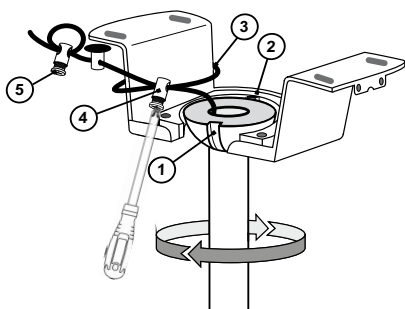
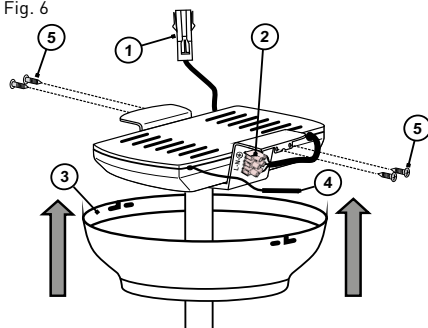
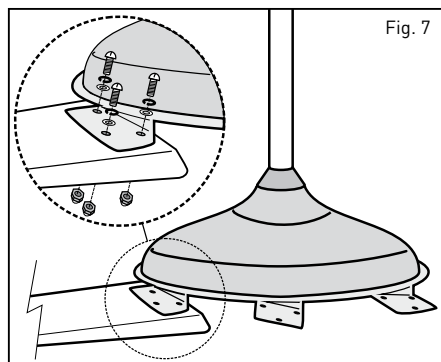


Fig. 6







## ENGLISH

### LARGE-DIAMETER CEILING FAN MODELS: HTB-2500 / HTB-3000

#### INSTALLATION AND INSTRUCTION MANUAL

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**WARNING:** Read all the instructions carefully before using to ensure proper installation and safe operation of the large-diameter ceiling fan.

The manufacturer, agent/distributor and retailer where this product was purchased are in no way responsible for any damage or losses caused by the purchase and/or installation of this product.

#### 1. INTRODUCTION

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- This Installation and instruction manual is the training document of reference drafted by **S&P** and is designed for both those installing and using the fan.
- The purpose of this manual is to provide the information needed to properly install and use the device, highlighting any dangers that may arise from improper use.
- The instructions in this manual must be followed meticulously to ensure proper use and operation of the device.
- Safety and proper use of this device is regulated by **Low Voltage Directive 2014/35/EU** and **Electromagnetic Compatibility Directive 2014/65/EU**. The **CE** marking certifies that this product meets the basic safety standards laid out in these EU directives.

#### 2. RECEIVING THE PRODUCT

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- The device should be safely packaged and in good condition when delivered. Nevertheless, the packaging and/or contents may be damaged during transport. We recommend examining the contents thoroughly as soon as the package is received to ensure there is no visible damage.
- If any damage is detected, contact **S&P** to proceed. **S&P** reserves the right to inspect faulty goods.
- Please also verify that the identification details on the ceiling fan coincide exactly with the model requested for the use in question. The **CE** marking plate is located on the back of the device. It provides information on **S&P**, the model, serial number and build year, as well as technical specifications.

### 3. SAFETY WARNINGS

**WARNING: SOLER & PALAU Sistemas de Ventilación S.L.U. (S&P)** shall not be held liable for any damages to the machine and/or persons caused by failure to comply with the Safety Warnings in this manual.

**WARNING:** It is very important to follow and respect all the safety warnings below. Failure to do so may lead to personal injury and/or damage to the machine.

**WARNING:** Using the product in a way other than that described in this document shall be considered inappropriate and, therefore, not safe. Unapproved uses may damage equipment or cause personal injury. Any use other than that for which the product was designed and as described in this document shall be considered non-compliant and as a result **S&P** shall not be held liable.

- To ensure personnel operating the device are not exposed to any risks during the installation, maintenance or cleaning processes, they must use the following Personal protective equipment (**PPE**):



SAFETY HELMET



PROTECTION CLOTHING



PROTECTION GLOVES



SAFETY GLASSES



ANTI-FALL MEDIA


**NOTE: S&P** shall not be held liable under any circumstances for damage to property and/or individuals caused by improper installation, maintenance or cleaning.

- Given the weight of the device, it must be installed by at least two properly trained specialists.
- Large-diameter ceiling fans can be used when the temperature is between: **10°C – 45°C**.
- It is completely prohibited to modify any of the parts that make up this product or replace them with anything other than original **S&P** spare parts.
- Before installing the device, make sure all safety measures in **Figure 1** will be respected.
- The ceiling or structure the device is attached to must be strong enough to hold 100 kg / 20 cm<sup>2</sup>.

**NOTE: S&P** shall not be held liable under any circumstances for damage to personal property and/or individuals caused by devices installed on drop ceilings, weak ceilings or other spots with inadequate support.

- Large-diameter ceiling fans must be installed permanently. To connect them to the power grid, the guidelines in the **Low Voltage Directive** or those that apply in the country in question must be taken into account.
- Measures for multi-polar switch-off at the mains must be incorporated into the permanent installation with at least 3 mm separation between all poles so the fan is fully disconnected in category III overvoltage conditions.



-  The large-diameter **HTB** models are **class I** devices, so the grounding cable in the permanent installation must be connected to the device.
- Before connecting the device to the power grid, make sure the power is switched off and has the specifications listed on the fan plate.
- If you are going to install more than one fan, make sure you don't use the blades from one fan on another, even if they are the same model. The blades are carefully weighed and grouped into batches of 8 units at the factory.
- Each fan is controlled by an electronic control box. The same control box can't be used for more than one fan.
- Children aged 8 and up can use this fan, as can individuals with physical, sensory or mental disabilities when supervised or properly trained to use the device safely and made aware of the dangers that may be involved.
- Children should not be allowed to play with the device.
- User cleaning and maintenance should not be done by unsupervised children.
- Before doing any cleaning on the outside of the fan, make sure the power is switched off at the mains.
- When installing, cleaning or carrying out maintenance, don't lean on the blades.
- When carrying out maintenance, check the ceiling anchors/structure to make sure they haven't come loose over time.
- Never put anything into the blades of the fan while it is on. This could damage the device and its anchors, which could cause it to fall.

#### 4. ASSEMBLY AND INSTALLATION

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Main parts:

1. Motor body.
2. Support pole.
3. Aluminium blades (x 8), length depending on model purchased)
4. Screws to attach blades x 24/ 32 (quantity depending on model purchased).
5. Cap nuts to attach blades x 24/ 32 (quantity depending on model purchased).
6. Safety washers to attach blades x 24/ 32 (quantity depending on model purchased).
7. Metal ceiling bracket.
8. Metal anchors (x 5)
9. Control box.
10. Remote control (2 x AAA battery).
11. Wall bracket for remote control.
12. Installation and Instruction Manual.


Follow the steps below to assemble and install the device:

**Note:** Given its size and weight, don't assemble the blades on the fan until it is properly installed and hung. Follow the assembly steps in the order given below:

1. **(Figure 2)** Extract the safety clip **(1)** and lower pin **(2)** from the pole. Unscrew the upper screws **(3-4)** to remove the pin upper ball joint. This will make it easier to pass the cables through the inside of the pole.
2. **(Figure 3)** Put the pole **(5)** through the centre of the upper **(4)** and lower **(6)** couplings. Then thread the motor cables and metal safety cable through the pole. Attach the pole to the motor using the two screws provided **(3)**. Put the lower pin **(2)** back in place and lock it with the safety clip **(1)**.  
Also, put the upper pin back on the pole, and firmly fix the upper ball joint using the screws **(6-7)**.
3. **(Figure 4)** Drill four **10 mm** diameter holes and one of 12 mm diameter. Attach the ceiling bracket with the four expansion metal anchors of 10 mm diameter **(1)**, washers and screws provided.  
Then fix the expansion metal anchor of 12 mm diameter **(2)** to fix the security cable.  
Make sure the screws are properly tightened and the bracket is secure (not moving at all).  
**WARNING: The ceiling or structure the device is attached to must be strong enough to hold 100 kg/ 20 cm².**
4. **(Figure 5)** Attach the pole to the ceiling bracket. To prevent the pole from counter-rotating, turn the whole piece until the slot on the pole **(1)** slides onto the spring on the ceiling bracket **(2)**.  
Thread the metal safety cable **(3)** through the ceiling bracket and secure it by tightening the nut on the safety bolt **(4)**. Then thread the safety cable inside the hole of metal anchor of 12 mm diameter and secure with the second safety bolt **(5)**.

## 5. ELECTRIC CONNECTION (Figure 6)

**WARNING: Before connecting the fan make sure it is switched off at the mains and the voltage supply coincides with that indicated on the appliance characteristics plate.**

1. Connect the motor cable to the electronic control box **(1)**.
2. Connect the cables to the control box **(L-brown/N-blue)** to the terminal block **(2)**, which is fixed on the side of the ceiling bracket
3. Connect the grounding cable from the support pole **(yellow-green)**, with the grounding cable of the ceiling bracket.
4. Connect the grounding cable from the ceiling bracket **(yellow-green)** and the grounding cable from the control box in the same terminal block  **(2)**.
5. Connect the electric power supply from the installation, in the free side of the terminal block.
6. Then place the electronic control box inside the ceiling bracket and cover it with the decorative cover **(3)**. Make sure not to pinch the antenna cable **(4)**. Attach the decorative cover with the four screws provided **(5)**.

## 6. BLADE ASSEMBLY (Figure 7)

**WARNING:** Assembling the blades requires at least two people.

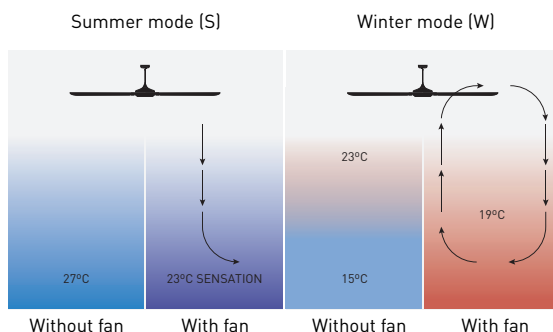
**WARNING:** If you are going to install more than one ceiling fan, make sure you don't use the blades from one fan on another, **EVEN IF THEY ARE THE SAME MODEL**. They are weighed at the factory precisely to ensure the fan is properly balanced.

1. Use the screws and nuts provided to attach the first blade
2. Then attach the opposite blade so that the weight is equally distributed.
3. Proceed in the same manner with the rest of the blades. Make sure each of the screws and nuts are properly tightened.

**WARNING:** When installing, be careful not to lean on the blades, as they may become misaligned and cause the fan to swing more.


## 7. START-UP AND USE

- Place the batteries into the remote control.
- In the battery compartment, there is a small switch to choose which way the fan spins.
- The directions are labelled Summer **(S)** and Winter **(W)** modes.
- In Summer **(S)** mode, the air is pushed downward, making the space feel more comfortable.
- In Winter **(W)** mode, the air is pushed upward, minimising the temperature difference between the floor and ceiling.




**WARNING:** Never change which way the fan spins while it is running. Wait until it has stopped completely.

**Note:** Occasionally, when changing the spin direction, the fan will move a bit before starting so the electronic control system can determine the exact position of the blades. These positioning movements are totally normal.

- Point the remote control towards the upper decorative cover to control the ceiling fan.
- Press the  button to switch the device on/off. The system uses radio frequency, so the remote should work up to 15 meters away (new batteries).
- The fan has 6 speeds. Speed 1 is the lowest and 6 is the highest. Press the **1-2-3-4-5-6** buttons to increase/decrease the speed. The fan buzzes each time it receives an order from the remote control.

## 8. TIMER

- Press the  button on the remote to program the timer on the fan for 1H - 2H - 4H - 8H. After the time selected, the ceiling fan will switch off automatically.
- The LED lights on the remote show how long the timer is set for.

## 9. MAINTENANCE

**WARNING:** Before beginning any maintenance on the fan, make sure it is switched off at the mains.

1. Periodic cleaning is the only maintenance required.
2. Clean the outside without disassembling using a damp cloth (don't use abrasive detergents).
3. Do not use abrasive cleaning agents as they may damage the finish on the product.
4. Never spray water onto the device nor onto the blades.
5. When cleaning, remove the upper decorative cover to check the ceiling bracket is properly in place and the screws are tightened.

**WARNING:** When cleaning or doing maintenance, be careful not to lean on the blades, as they may become misaligned and cause the fan to swing more.

## 10. DECOMMISSIONING AND RECYCLING



**CEE** regulations and our commitment to future generations oblige us to recycle materials. So, we ask you to please put all remaining packaging in the proper recycling bins and take any devices replaced to the nearest waste management service.



## 11. TECHNICAL SERVICE

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The extensive network of **Official S&P Service Centres** ensures proper technical service. If any anomalies are detected in the device, please contact one of our **Official S&P Service Centres**, where it will be dealt with properly.

If the device is handled by anyone other than the **Official S&P Service Centres**, we will have to void this warranty.

**S&P RESERVES THE RIGHT TO CHANGE THE PRODUCT WITH NO PRIOR NOTICE.**