



# INSTRUCTIONS & OWNER'S MANUAL



## IMPORTANT INFORMATION INSIDE:

Read, understand, and follow all safety information and instructions. Keep for future reference.

## 20" High Velocity Floor Fan Operating Instructions

MODEL: HVFF 20

CONGRATULATIONS ON YOUR PURCHASE OF THE Maxx Air 20" HIGH VELOCITY FLOOR FAN.

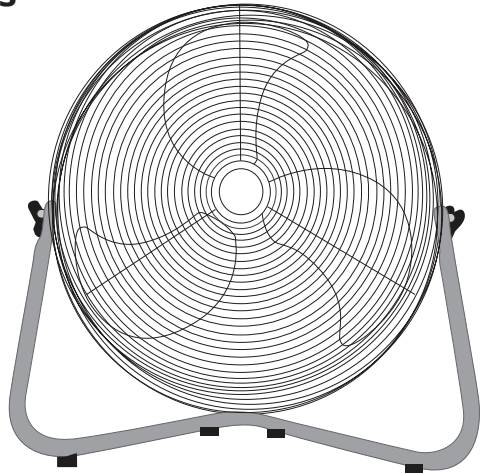
With proper care and maintenance the fan will afford you many years of use. Please read the safety instructions below, and save for future reference.

**THIS FAN IS FOR RESIDENTIAL USE ONLY.**

### GENERAL SAFETY INFORMATION

When using electrical appliances, basic precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons, including the following:

1. Read all instructions before using the Fan.
2. Make certain that the power source conforms to the electrical requirements of the Fan.
3. Use the Fan only as described in these instructions. Any other use not recommended by the manufacturer may cause fire, electrical shock or injury to persons.
4. To reduce the risk of personal injury and electric shock, the Fan should not be played with or placed where small children can reach it.
5. Unplug power cord before installing, servicing or moving the Fan. Warning: Do not depend upon the on-off switch as the sole means of disconnecting power when installing or servicing the fan. Always unplug the power cord.
6. This Fan must NOT be used in potentially dangerous locations such as flammable, explosive, chemical-laden or wet atmospheres.
7. DO NOT use Fan in or near a window. Rain may create an electrical hazard.
8. Completely assemble the Fan according to the assembly instructions on the reverse of this page before connecting to power supply. **Warning: This appliance has a 3-prong, grounded plug. If the plug does not fit fully into the outlet, contact a qualified electrician. Do not attempt to defeat this safety feature. Warning: this plug is a safety device. To reduce the risk of fire, shock, and personal injury, do not remove, replace, repair or tamper with the originally supplied plug. If the fan does not function properly, it may be duet® the safety device incorporated in this plug. Call 800-433-1626, Monday-Friday, between 8:00 a.m. and 5:00 p.m. CST. If the plug warning label is missing or damaged, call the toll free number for a replacement label.**
9. Where possible, avoid the use of extension cords. If they must be used, minimize the risk of overheating by ensuring that they are UL listed. Never use a single extension cord to operate more than one Fan. Do not plug the Fan into any other cord-connected device such as a power strip, cord reel, surge protector, multiple outlet adapters or outlet-type air fresheners. The use of such devices may create a fire hazard.
10. Do not operate any Fan with a damaged cord or plug or



after the Fan malfunctions, has been dropped or damaged in any manner.

11. Do not insert or allow fingers or foreign objects to enter any ventilation or exhaust opening, as it may cause an electric shock, fire or damage the Fan. Do not block or tamper with the Fan in any manner while it is in operation.
12. Always place the Fan on a stable, flat, level surface when operating to avoid the chance of the Fan overturning. Locate the Power Cord so the Fan or other objects are not resting on it. Do not run Power Cord under carpeting. Do not cover Power Cord with throw rugs, runners, or the like. Arrange Power Cord away from room traffic and where it will not be tripped over.
13. This Fan is not intended for use in wet or damp locations. Never locate a Fan where it may fall into a bathtub or other water container.
14. Do not use Fan outdoors.
15. This Fan is not suitable for use in agricultural facilities including areas where livestock, poultry or other animals are confined. Please refer to National Electric Code (NEC) Article 547-7 (2008) or applicable state or local codes or standards relating to electrical requirements for Agricultural Buildings. THIS FAN DOES NOT MEET THE REQUIREMENTS OF NEC ARTICLE 547-7 (2008).
16. This Fan is not suitable for use in hazardous locations. Please refer to National Electric Code (NEC) Article 500 or applicable state or local codes or standards relating to electrical requirements for Hazardous locations. THIS FAN DOES NOT MEET THE REQUIREMENTS OF NEC ARTICLES 500 (2008).

**WARNING: TO REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK. DO NOT USE THIS FAN WITH ANY SOLID STATE SPEED CONTROL DEVICES.**

SAVE THESE INSTRUCTIONS

VENTAMATIC, LTD. P.O. BOX 728, MINERAL WELLS, TX 76067 • PHONE 800-433-1626 • WWW.BVC.COM

A leader in the ventilation industry for over 60 years, Ventamatic, Ltd. offers a complete line of air movement products for commercial, industrial, agricultural, and residential use.



# Maxx Air 20" HIGH VELOCITY FLOOR FAN ASSEMBLY INSTRUCTIONS

MODEL: HVFF 20

Your Maxx Air fan requires minimal assembly. Only a Phillips screwdriver is required to complete the assembly.

## TUBE BASE ASSEMBLY INSTRUCTIONS

1. Remove two screws from the cradle arms. Retain screws for use in Step 4 below.
2. Slide one end of U-shaped tube base to the fan support tube with smaller end (**Fig 1 A in diagram**).
3. Slide the other end of the U-shaped tube base to the second other fan support tube with smaller end (**Fig 1 B in diagram**).
4. Align the holes in each side of the tube base with the holes in each side of the fan tube. (**Fig 1 C in diagram**). Secure with screws removed in Step 1.

## HOW TO ADJUST TILT

1. Use adjustment knobs on either side of fan to loosen tilt nut by turning counterclockwise.
2. Adjust fan head to desired tilt.
3. Tighten both knobs by turning clockwise.

## SPEED CONTROL

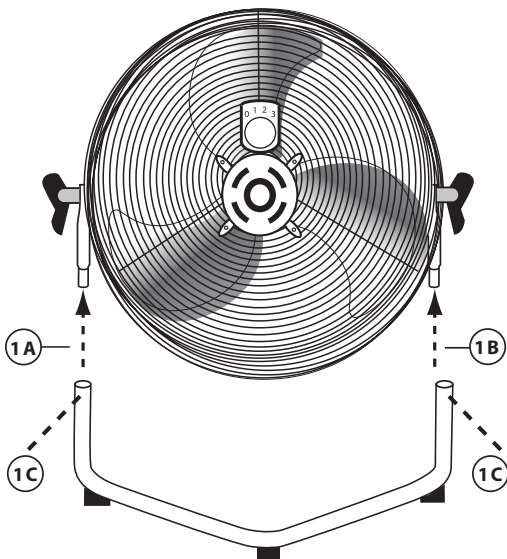
1. Rotate switch to LOW (3), MEDIUM (2) or HIGH (1) speed for desired air velocity.

### PLEASE NOTE:

It is **normal** for the fan motor to feel warm to the touch after continuous operation. This fan features a thermal cutoff that will automatically shut off the motor should it overheat for any reason. If this happens, unplug the fan from the outlet immediately.

**PLEASE NOTE: The motor bearings in your Maxx Air fan are permanently sealed and DO NOT REQUIRE additional lubrication.**

FIGURE 1



## CLEANING

**WARNING: Unplug the fan from electrical supply before cleaning.**

- Use soft, damp cloth to clean fan. Remove any moisture with clean, dry cloth.
- Do not use any cleaning solution that is harmful to paint or plastic.
- Do not bend blades when cleaning fan.

*If you should have any questions about the operation of your Maxx Air High Velocity Floor Fan, please contact Ventamatic, Ltd. toll free at 1.800.433.1626*

VENTAMATIC, LTD. P.O. BOX 728, MINERAL WELLS, TX 76067 • PHONE 800-433-1626 • WWW.BVC.COM

*A leader in the ventilation industry for over 60 years, Ventamatic, Ltd. offers a complete line of air movement products for commercial, industrial, agricultural, and residential use.*