



# Installation Manual

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Lincoln Street Residential Fan



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LINCOLN STREET

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## Caution and Safety

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This appliance can be used by children aged from 8 years and above and persons with reduced physical, sensory, or mental capabilities or lack of experience and knowledge if they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved.

Children shall not play with the appliance. Cleaning and user maintenance shall not be done by children without supervision.

**⚠ ATTENTION: Safety. READ AND SAVE THE ENTIRE MANUAL BEFORE OPERATING THE FAN.**

Ensure that all safety procedures and instructions are followed during the installation, operation, and servicing of the fan. Failure to apply these safety practices could result in death or serious injury. If you do not understand the instructions, please call our technical department for guidance.

**⚠ CAUTION: Non-Compliance.** The fan installation should follow the recommendations outlined in this manual. MacroAir is not responsible for any injury or damage to persons or property because of 'not complying' with the recommendations outlined in the manual.

## Electrical Guidelines

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**⚠ WARNING: Electrical Damage.** Improper electrical installation can cause damage to the fan.

**⚠ ATTENTION: Factory Configured.** All electrical controls are configured at the factory and are ready to use. No user adjustments are available.

**⚠ ATTENTION: Read.** Read and understand this manual before installing or operating a fan unit.

**⚠ WARNING: Covers.** Install all covers before applying power or starting and stopping the unit.

## Installation and Service

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**⚠ WARNING: Damage.** Do not operate or install any fans or fan accessories that appear to be damaged.

**⚠ WARNING: Death and Injury.** Failure to follow this instruction can result in death, serious injury, or equipment damage.

**⚠ WARNING: Disconnect Power.** If the fan does not operate properly using the procedures in this manual. BE CERTAIN TO REMOVE ALL POWER TO THE UNIT and contact our technical department for further assistance.

**⚠ CAUTION: Moving Parts.** Keep all body parts clear of moving parts at all times.

## General Information on Fan Placement and Spacing

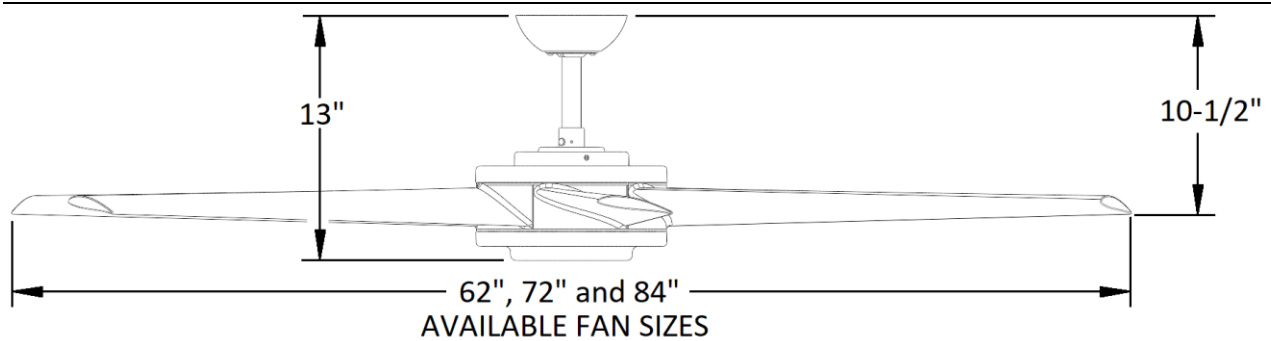
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**⚠ ATTENTION: Sprinkler Systems and Fan Placement.** In any installation where fire sprinklers are in place, do not interfere with their correct operation.

**⚠ ATTENTION: Strobe and Performance.** If possible, avoid mounting fans directly below lights or skylights to avoid any strobe effect caused by moving blades.

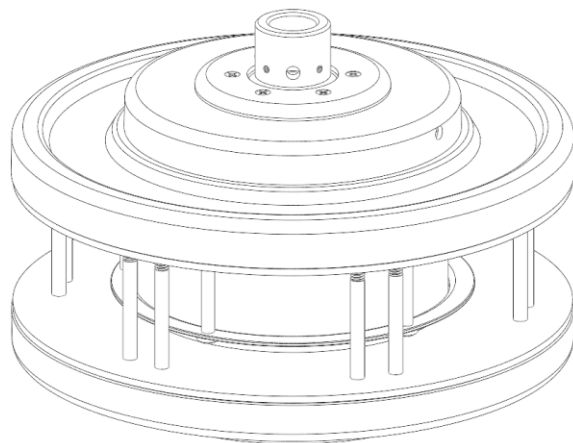
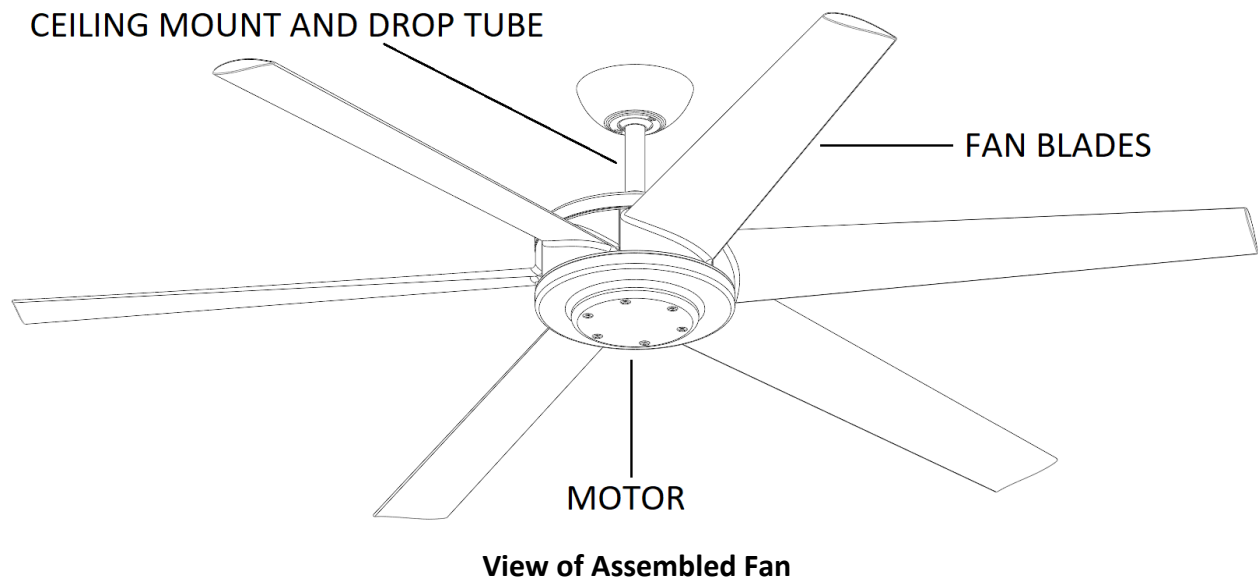
**⚠ ATTENTION: Mounting on an Inclined Ceiling.** The maximum angle (or slope) of the ceiling cannot be greater than 20 degrees (or 4:12 pitch).

## Fan Dimensions

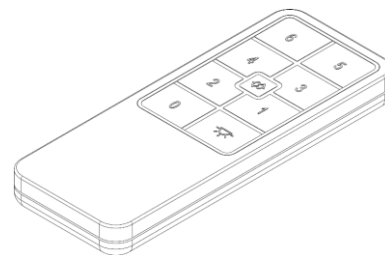


The dimensions listed above are applicable to all MacroAir Lincoln Street fans using a 6" drop tube. Add 6" to drop dimensions provided when using the 12" drop tube.

## Fan Components



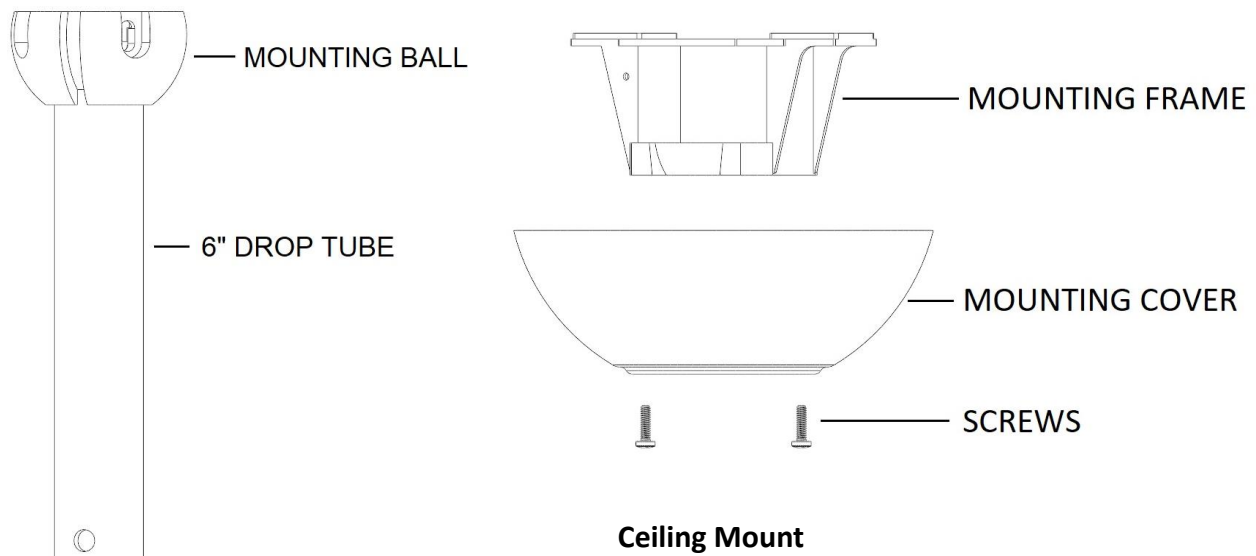
**Motor Unit**



**Remote**

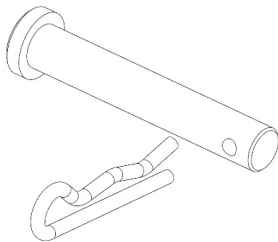
Images are not to scale

## Mounts and Components



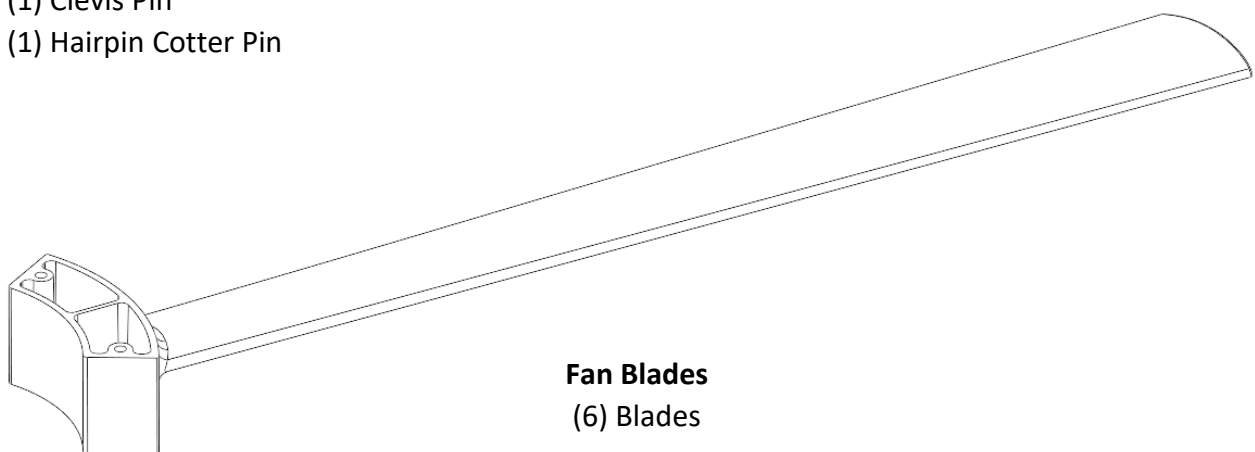
### Drop Tubes

- (1) 6" Drop Tube w/Mounting Ball
- (1) 12" Drop Tube



### Drop Tube Mounting Hardware

- (1) Clevis Pin
- (1) Hairpin Cotter Pin

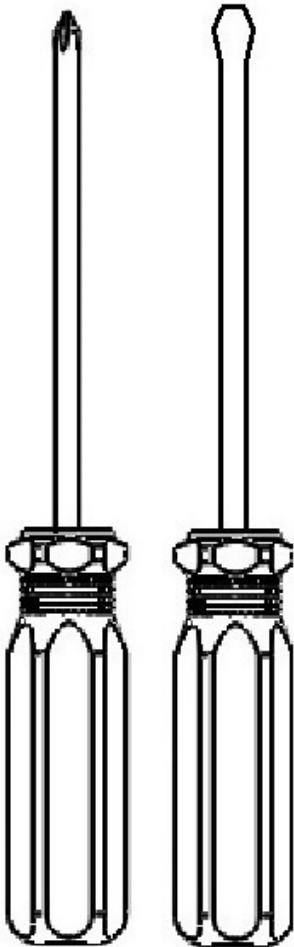


Images are not to scale

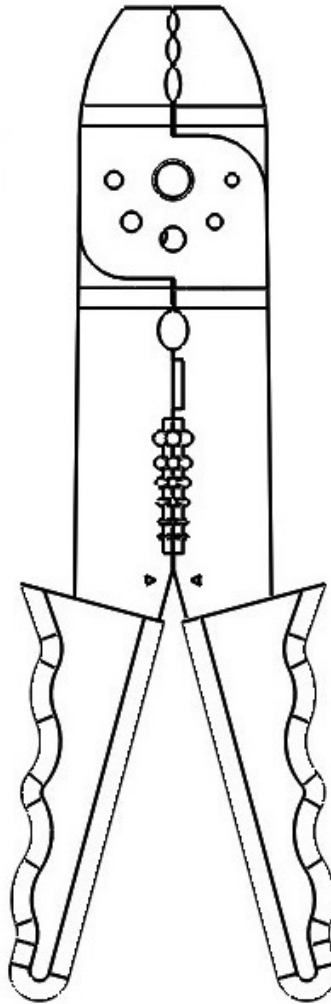
## Tools Required

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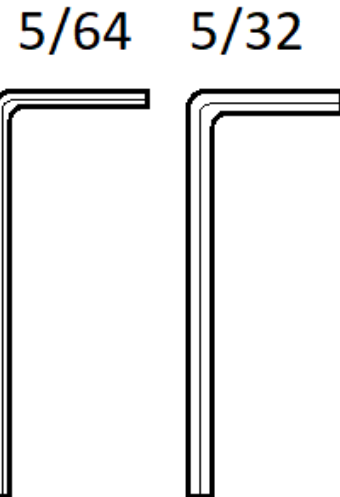
### Screw Drivers



### Wire Stripping & Crimping Tool



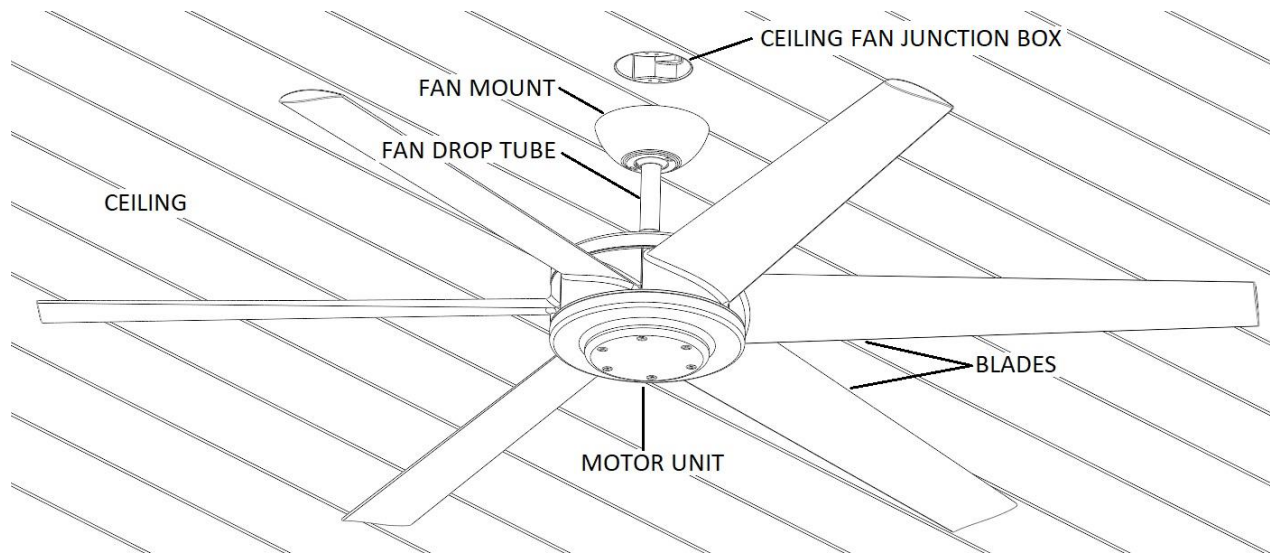
### Hex Keys



Images are not to scale

## Ceiling Fan Junction Box

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It is expected the customer will mount the Fan Motor Unit using its mounting components and drop tube onto a previously installed ceiling fan junction box (not provided by MacroAir) using MacroAir provided hardware and customer supplied tools.

**⚠ ATTENTION:** It is required that the ceiling fan junction box must be of a type and specifically rated to support ceiling fans and have appropriate mounting screws as part of its hardware kit to hang a ceiling fan.

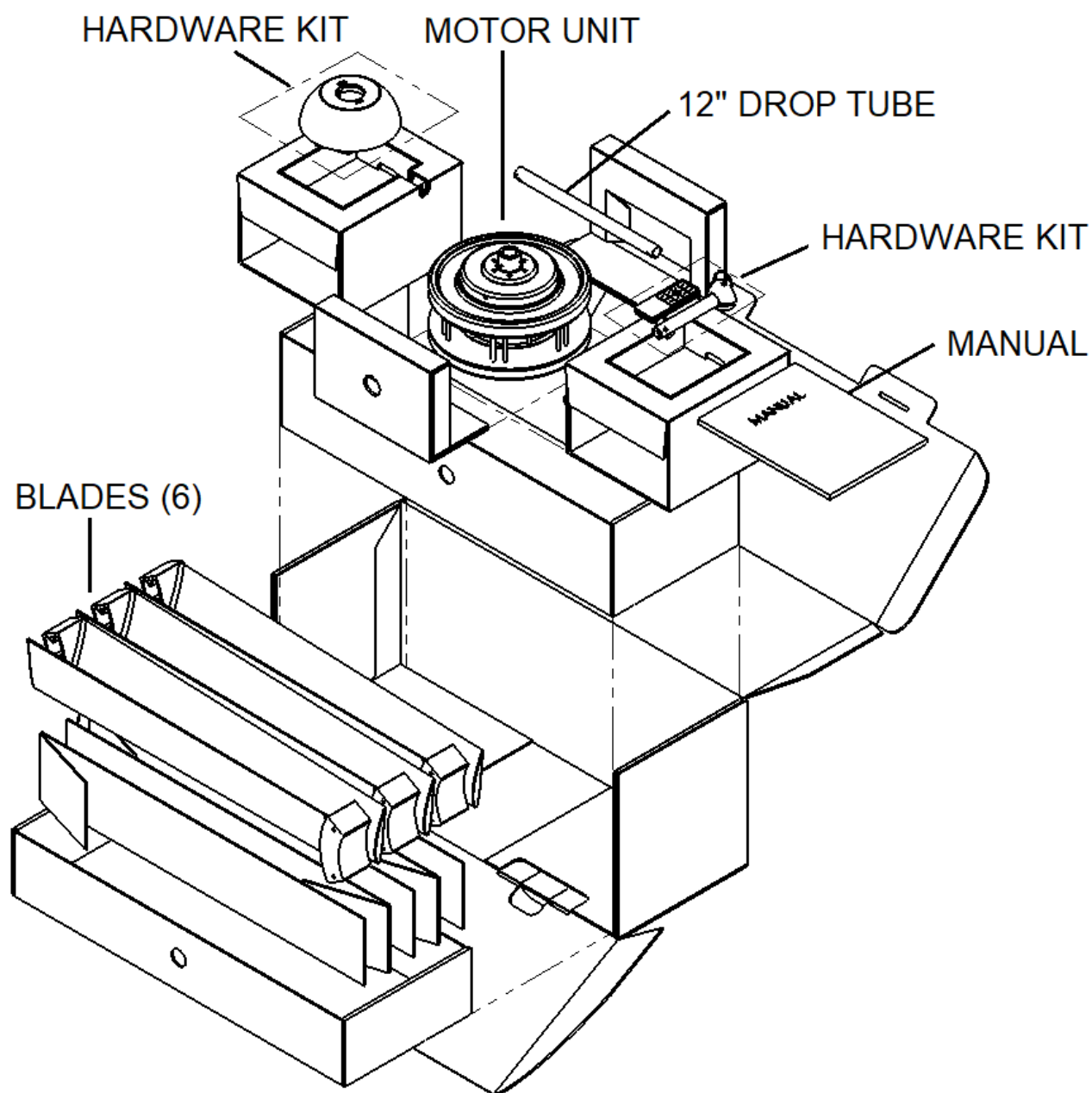
It is expected the ceiling fan junction box will be previously wired to supply 110-120VAC using a 3-wire configuration of Load (Hot), Neutral and Ground complying with all appropriate electrical codes and standards.

**⚠ WARNING: Disconnect Power.** It is required that the customer or “installer” of this fan ensure all electrical connections are powered off at the power source (typically at the building main breaker box) and is secured against accidentally being powered on during installation.

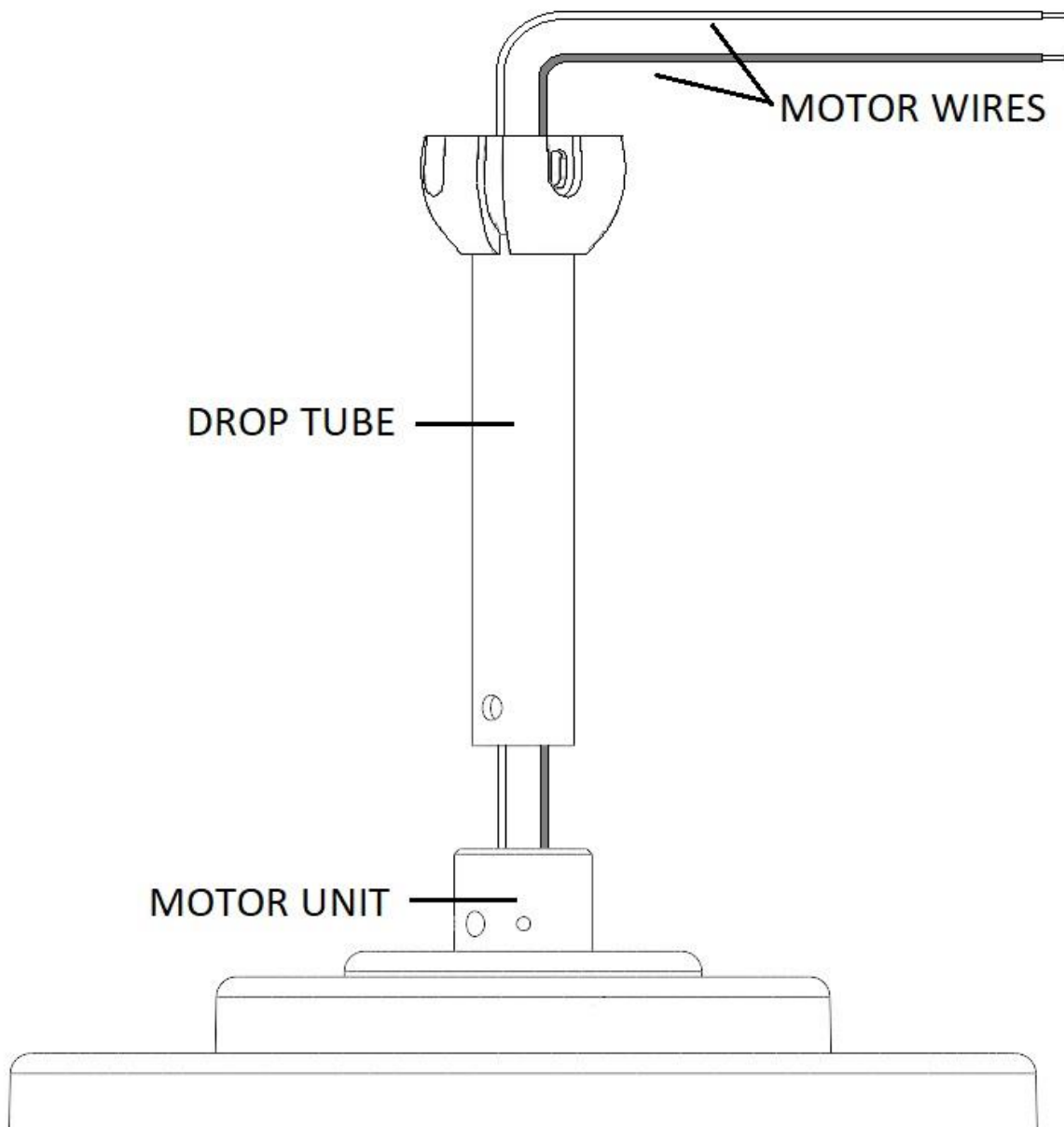


## Unboxing the Fan

Location of fan components in the packaging container.

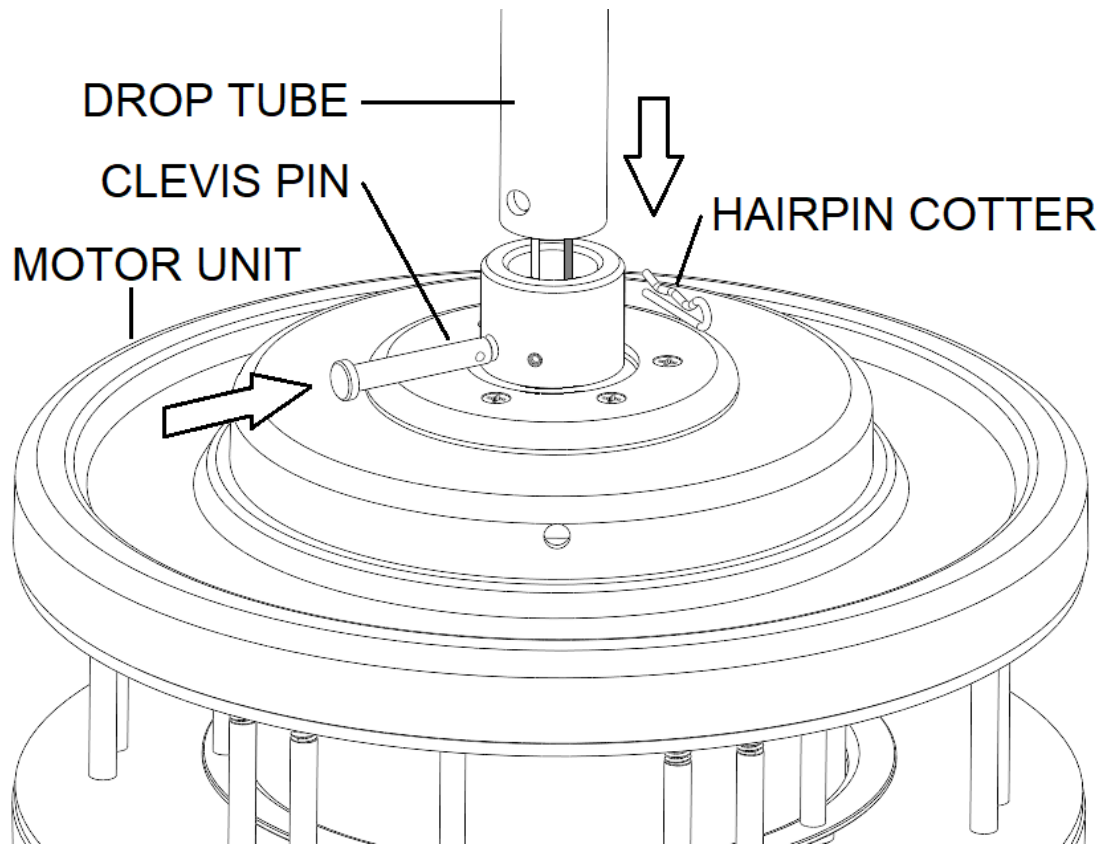


## Securing the Drop Tube to the Motor Unit

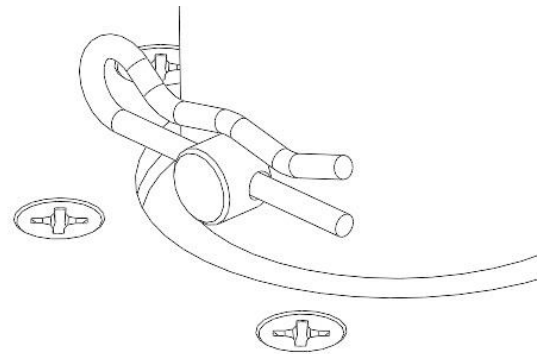


- 1) Hardware required:
  - a) Motor Unit
  - b) Drop Tube, 6" length or 12" length
  - c) Clevis Pin
  - d) Hairpin Cotter Pin
- 2) Pass the two motor wires (one black, one white), which exit the top of the Motor Unit, through the Drop Tube. This fan is provided with a 6" long Drop Tube and a 12" long Drop Tube. Only one of the two provided Drop Tubes is to be used. The unused Drop Tube may be discarded.

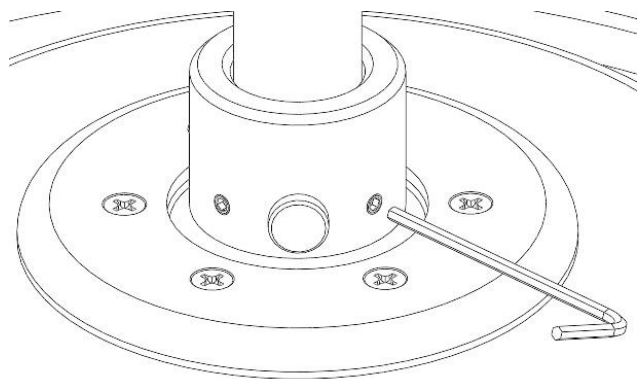
Note: The Swivel Ball will come previously mounted to the top of the 6" Drop Tube. It is not necessary to remove the Swivel Ball unless transferring it to the 12" Drop Tube.



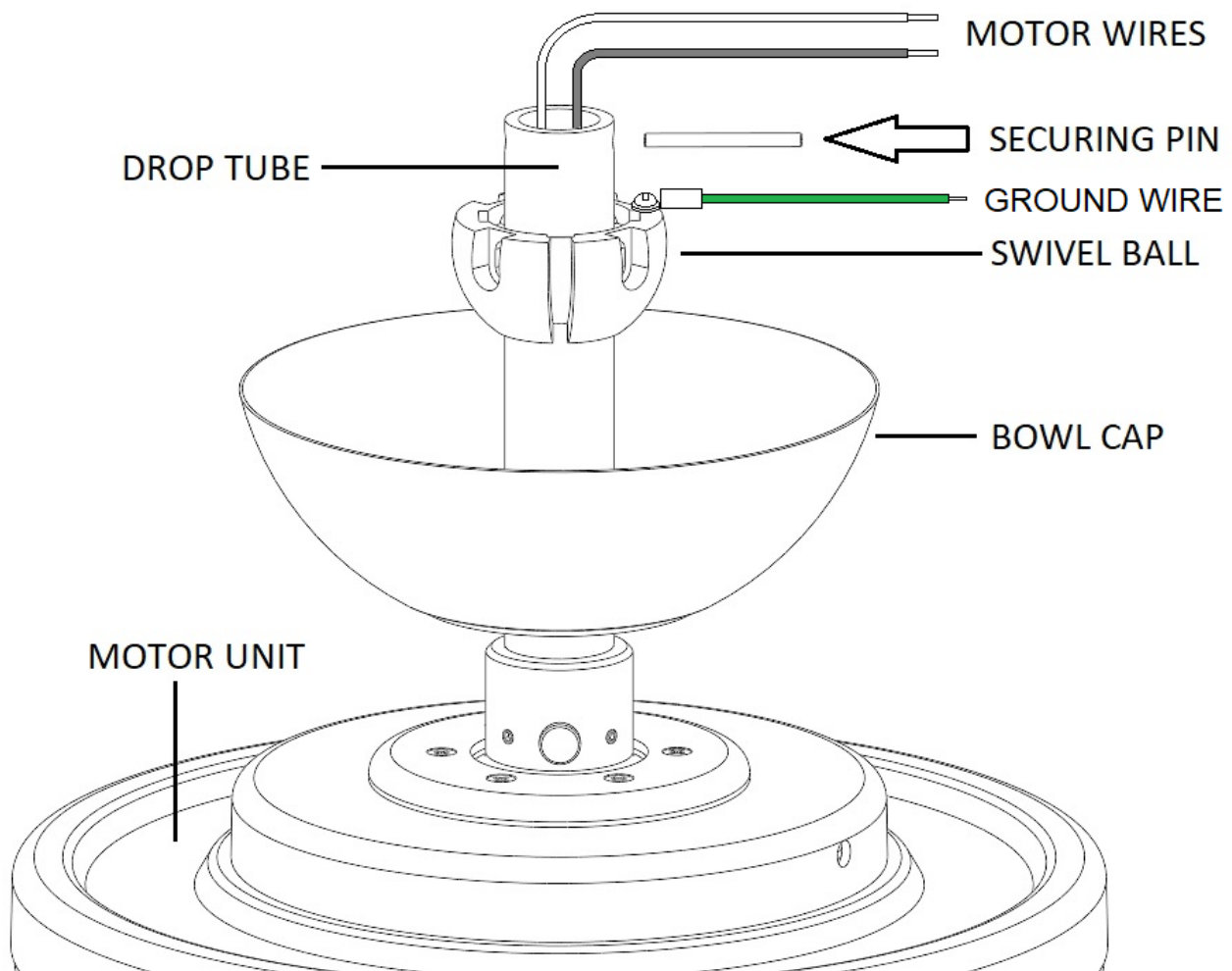
- 3) Assemble the Drop Tube onto the Motor Unit.
- 4) Secure the Drop Tube to the Motor Unit with the Clevis Pin. Take care not to bind, pinch or damage the motor wires which passed through the Drop Tube in step 2.
- 5) Secure the Clevis Pin in place with the Hairpin Cotter Pin.



- 6) Using a 5/64" Hex Key tighten the two set screws on the top of the Motor Unit to more securely affix the drop tube in the motor.



## Assembling the top of the Drop Tube

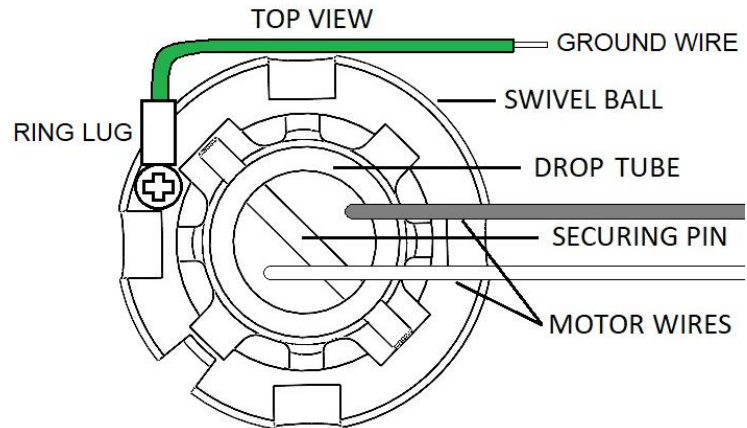


- 1) Hardware required:
  - a) Motor-Drop Tube assembly
  - b) Bowl Cap
  - c) Swivel Ball
  - d) Securing Pin, one (1)
- 2) Pass the two motor wires (one black, one white), which exit the top of the drop tube, through the Bowl Cap and Swivel Ball. Drop the Bowl Cap and Swivel Ball onto the Drop Tube as depicted above. Please note that the Bowl Cap is packaged in a Hardware Kit bag fastened to the Ceiling Mounting Bracket by two (2) screws. Remove the Bowl Cap from the Ceiling Mounting Bracket and set aside the bracket and screws to be reassembled at a later stage of the fan mounting procedure (ref page 15 of this manual).

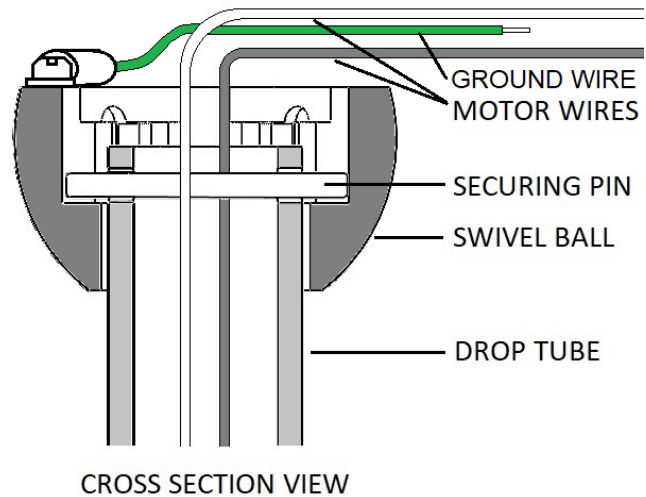
Note: The Swivel Ball will come previously mounted to the top of the 6" Drop Tube. It is not required that the Swivel Ball be unmounted from the 6" drop tube and moved as depicted in the above illustration. However, if the 12" drop tube is to be used, then the Swivel Ball must be removed from the 6" tube and then mounted onto the 12" tube.

## Securing the Swivel Ball to the top of the 12" Drop Tube

- 1) Insert the Securing Pin through the hole on the top of the Drop Tube. Take care not to bind, pinch or damage the motor wires which exit the Drop Tube.

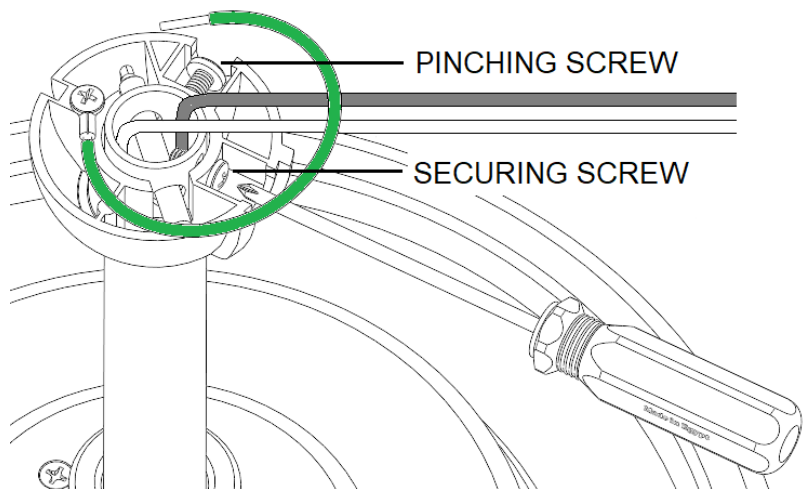


- 2) Seat the Securing Pin in the Swivel Ball in the closed notch of the Ball which prevents the Pin from sliding out of the Ball.



- 3) Using a Phillips Screwdriver, tighten the Securing Screw all the way through the Swivel Ball and into the threaded hole of the Drop Tube.

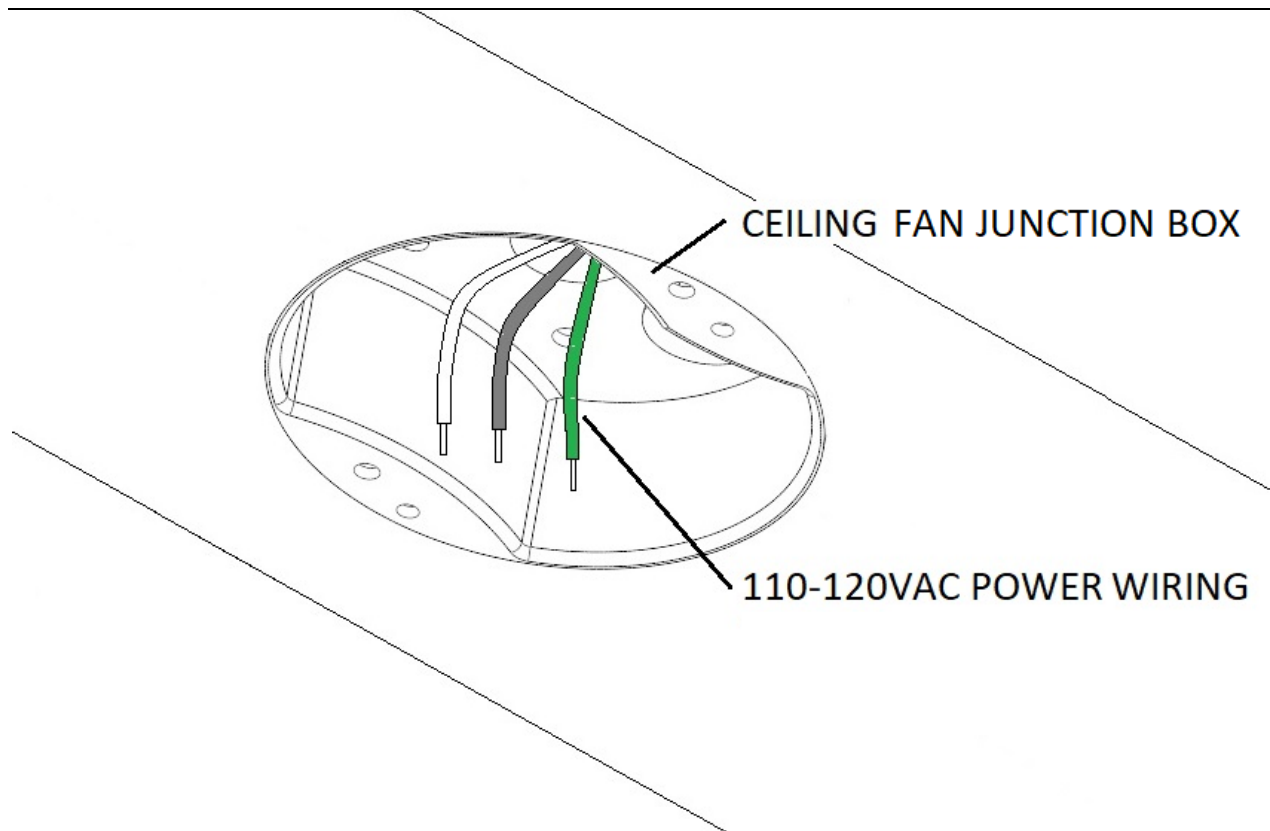
Note: The Swivel Ball may vary in appearance.



- 4) Tighten the Pinching Screw through the threaded hole of the Swivel Ball and against the wall of the Drop Tube until the Drop Tube is held firm.

## Ceiling Fan Junction Box and Power Wires

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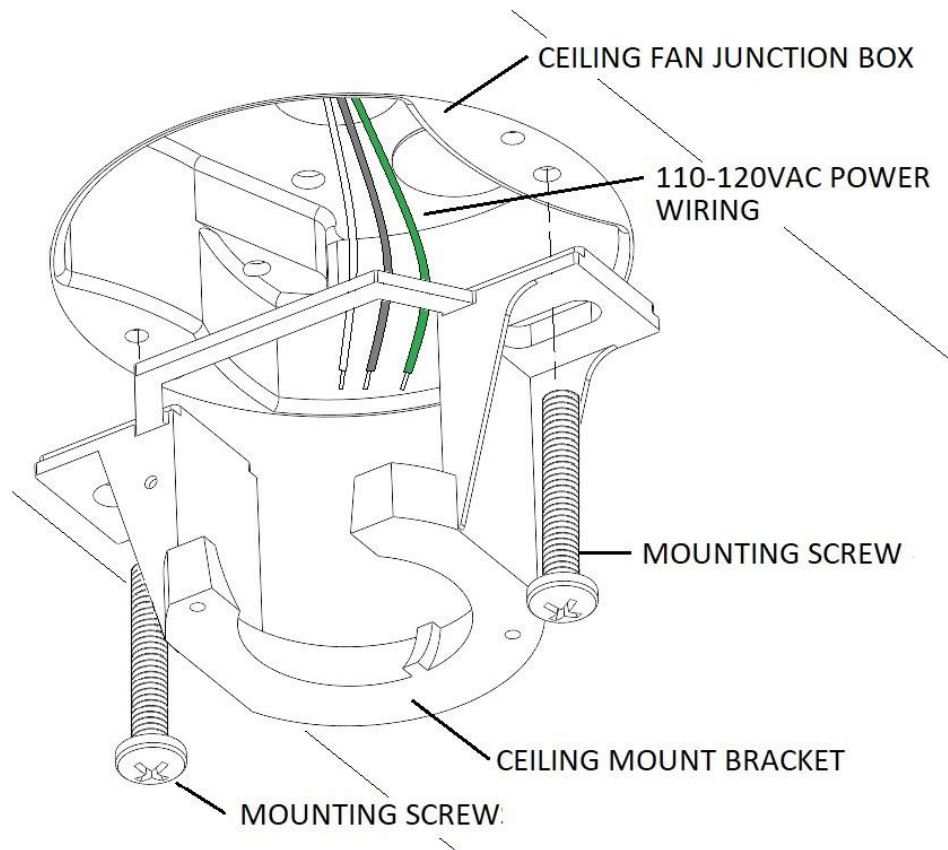


**⚠ ATTENTION:** It is required that the ceiling fan junction box must be of a type and specifically rated to support ceiling fans and have appropriate mounting screws as part of its hardware kit to hang a ceiling fan.

Note: The ceiling fan junction box must be wired to supply 110-120VAC using a 3-wire configuration of Load (Hot), Neutral and Ground complying with all appropriate electrical codes and standards.

**⚠ WARNING: Disconnect Power.** It is required that the customer or “installer” of this fan ensure all electrical connections are powered off at the power source (typically at the building main breaker box) and is secured against accidentally being powered on during installation.

## Ceiling Fan Mounting Bracket and Power Wires

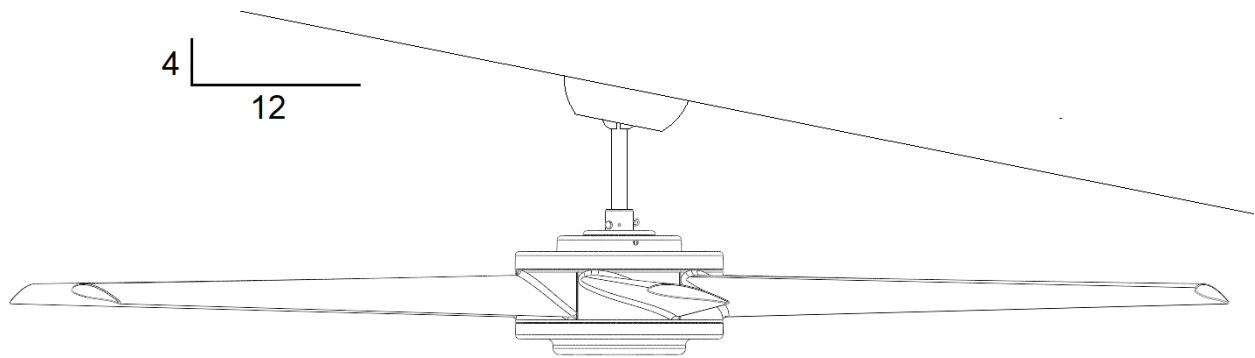


- 1) Hardware required:
  - a) Ceiling Fan Mounting Bracket
  - b) Mounting Screws, two (2) not provided
- 2) Securely fasten the Ceiling Fan Mounting Bracket to the Ceiling Fan Junction Box using the mounting screws which should have been provided as part of the Junction Box Kit.

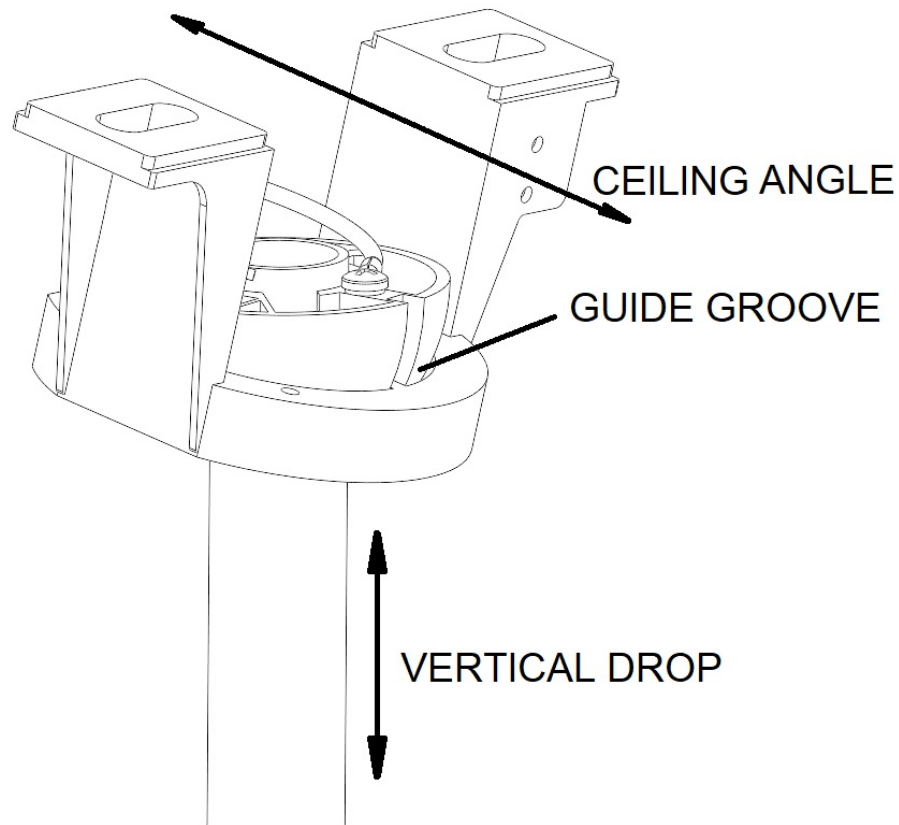
Note: Jacketed ground wires are usually green, however you will also find the ground wire to be a bare (unjacketed) copper wire. The illustrations in this manual depict the ground wire with a green jacket to more easily differentiate it from other wires in the illustrations.



## Hanging the Fan on an Inclined Ceiling



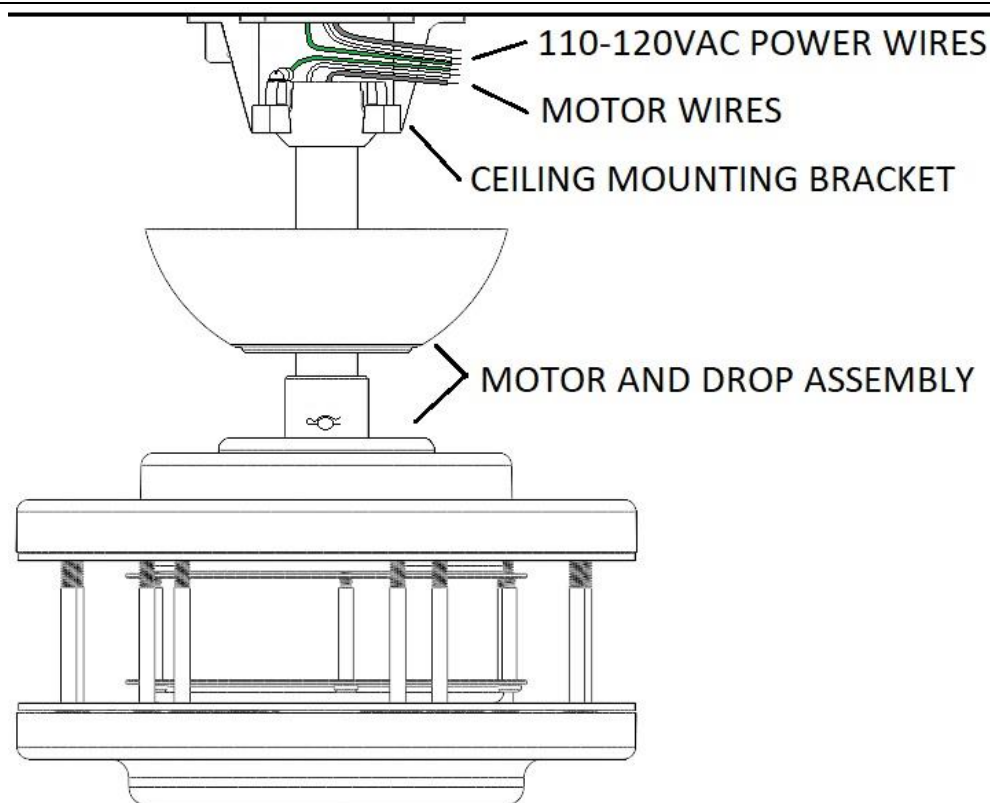
**⚠ ATTENTION:** The maximum angle (or slope) of the ceiling cannot be greater than 20 degrees (or 4:12 pitch).



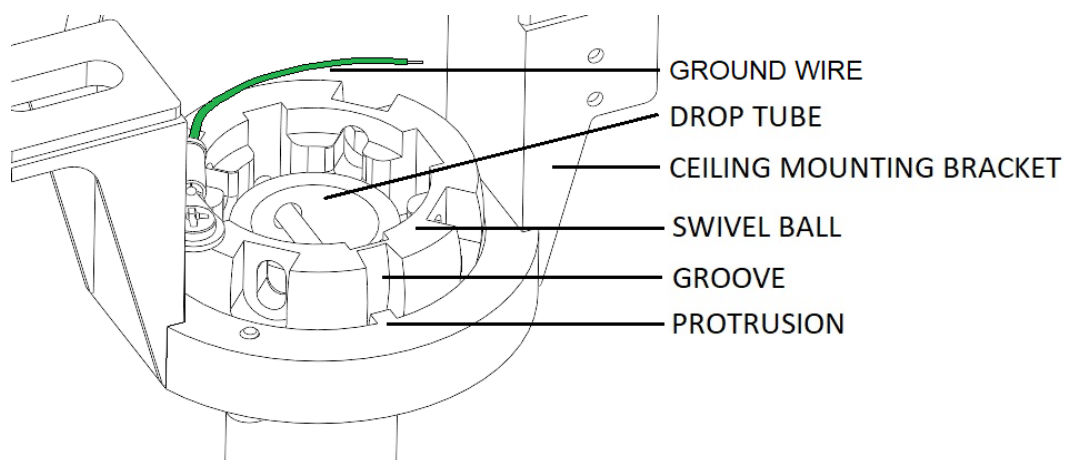
**Note:** When the mounting bracket is mounted on an inclined ceiling, the protrusion in the cup is to be down slope. The guide groove on the Swivel ball must match the “down slope” protrusion in the cup of the Mounting Bracket. This prevents the assembly from spinning when the fan is operating. Refer to the following pages for additional instructions on hanging the fan.



## Hanging the Fan on a Level Ceiling



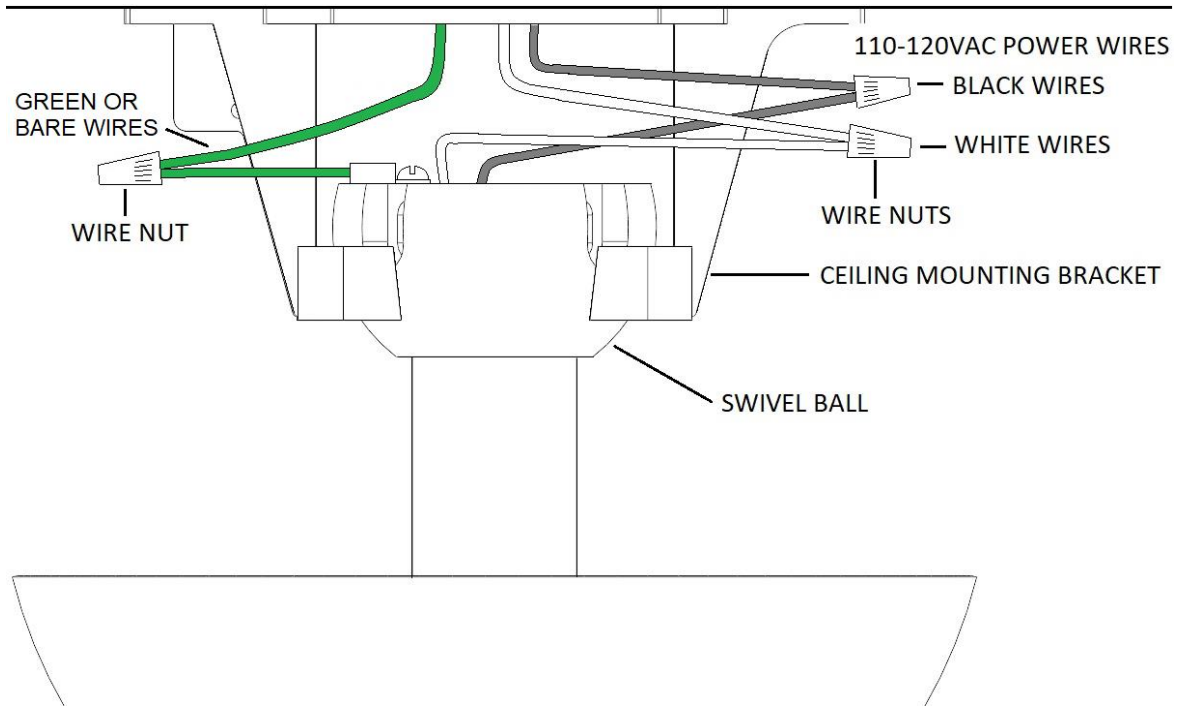
- 1) Hardware required:
  - a) Wire Nuts, three (3)
  - b) Screws, two (2)
- 2) Hang the Assembled Motor and Drop Tube on the Ceiling Mounting Bracket by the Swivel Ball on the top of the Drop Tube. Match the groove on the Swivel ball to the Protrusion in the cup of the Mounting Bracket. This prevents the assembly from spinning when the fan is operating.



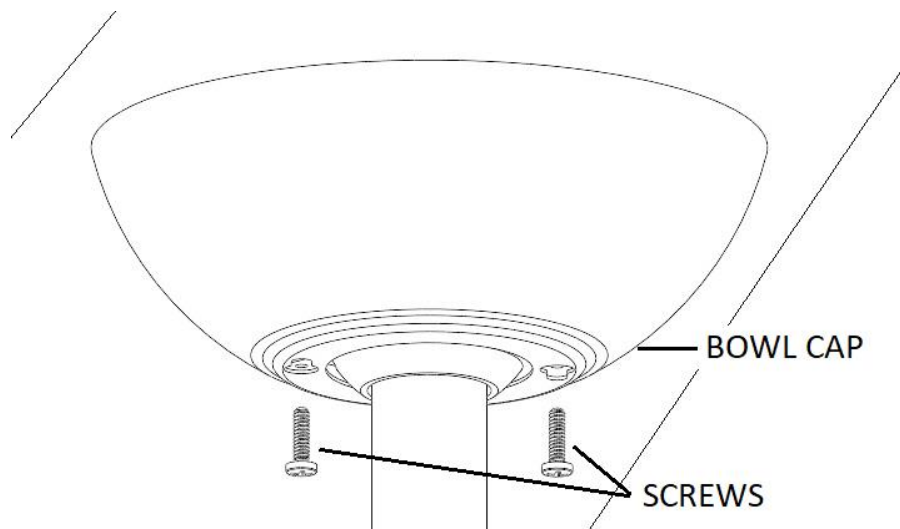
Note: The Ceiling Mounting Bracket is not shown mounted on the ceiling fan junction box in the above view for clarity.

## Connecting to 110-120VAC Power

- 3) Tie the motor wires to the 110-120VAC power wires using the three (3) wire nuts provided. Connect the Load (Hot) wires together (black wires). Connect the Neutral wires together (white wires). Connect the Ground wires together (green or bare wires).

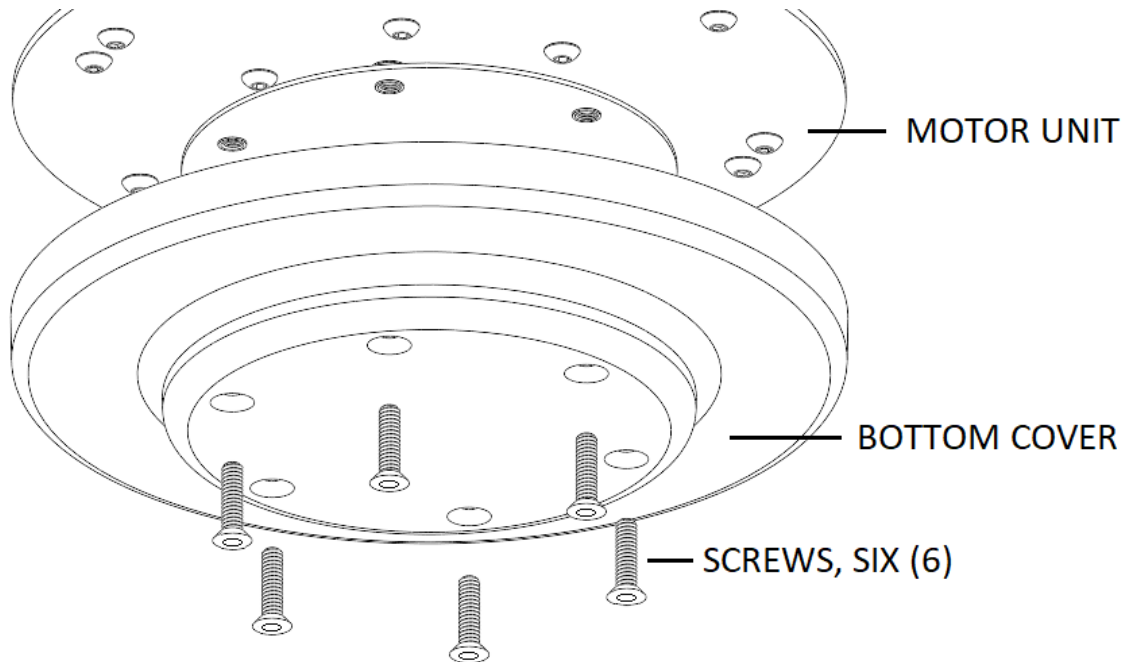


- 4) Slide the Bowl Cap up the Drop tube to the ceiling and secure to the ceiling mounting bracket using screws previously removed from the assembled Bowl Cap and Ceiling Mounting Bracket in the Hardware Kit (ref instruction 2 page 9 of this manual).

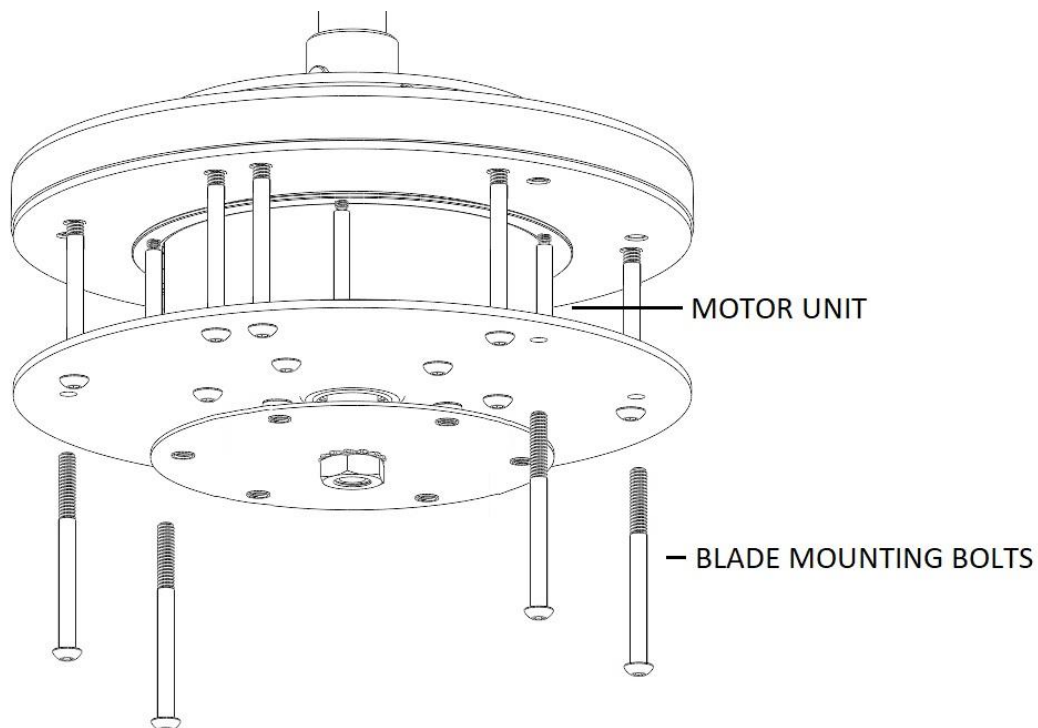


## Preparing to Attach the Fan Blades

- 1) Using a 5/32 Hex Key remove the bottom cover of the Motor Unit to give access to the Blade Mounting Bolts

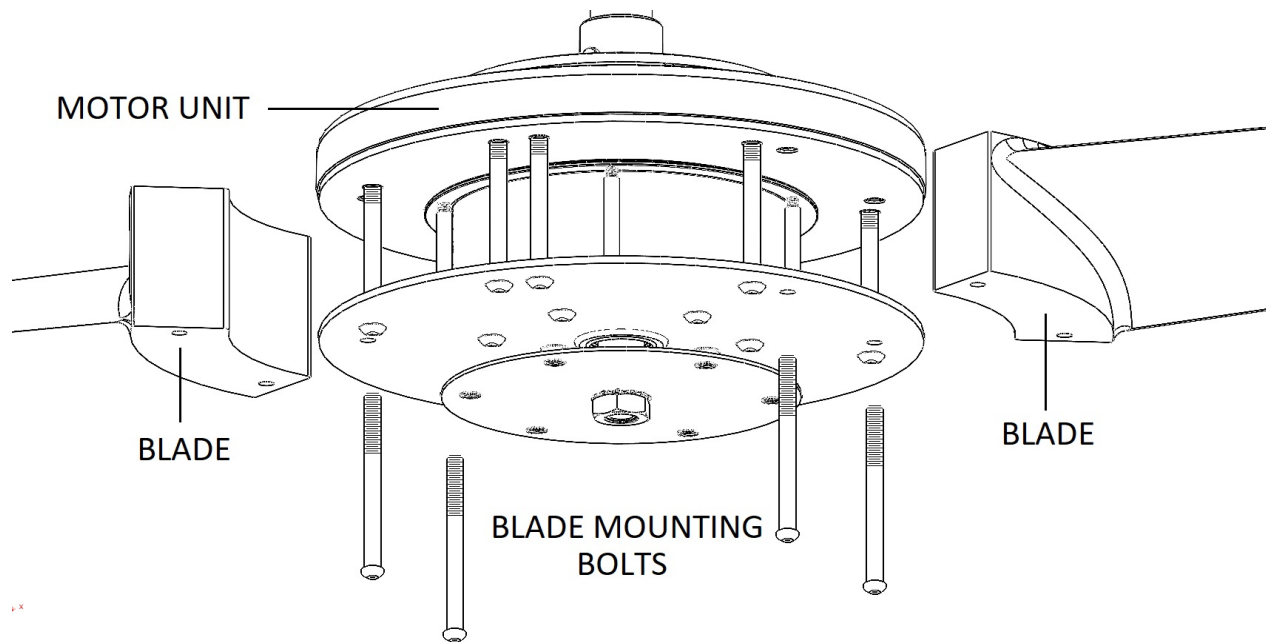


- 2) Using a 5/32 Hex Key remove four (4) of the twelve (12) blade mounting bolts from the motor unit. Two (2) on one side and two (2) directly opposite.

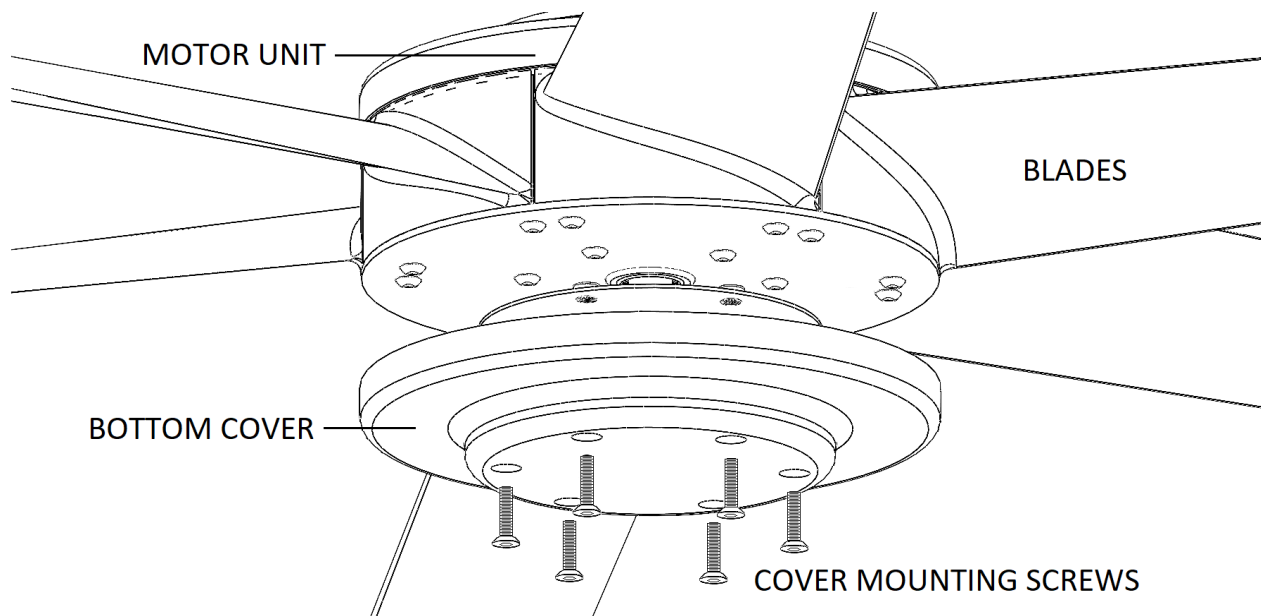


## Attaching the Fan Blades

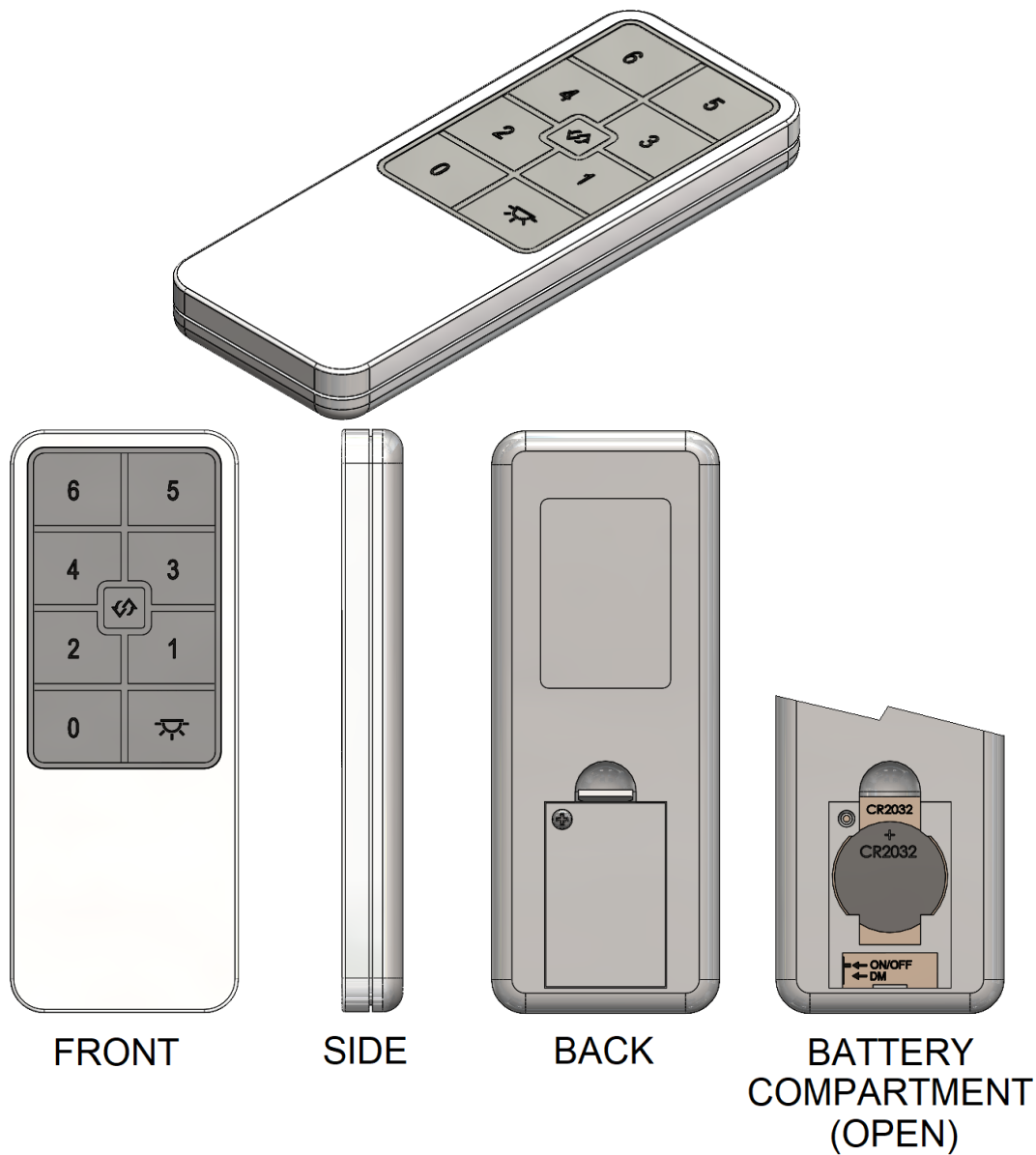
- 3) Using a 5/32 Hex Key attach the first blade using two (2) blade mounting bolts, then opposite this first blade, install a second blade. Install all blades in pairs in a like manner.



- 4) After all six (6) fan blades are mounted, reinstall the bottom cover using a 5/32 Hex Key and the mounting screws previously removed.



## Handheld Remote



### SYMBOLS LEGEND



FORWARD / REVERSE

1

THRU

6

ON / FAN SPEED

0

OFF



LIGHT ON / OFF (IF INSTALLED ON FAN)

BATTERY SIZE: CR2032 (NOT INSTALLED)

Images are not to scale

## Calibrating the Handheld Remote

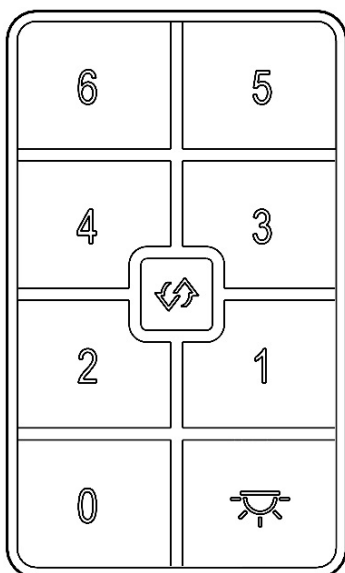
- 1) With a Phillips screwdriver, open the battery compartment on the Handheld Remote and install a CR2032 battery as illustrated. Replace the cover.



**BATTERY  
COMPARTMENT  
(OPEN)**

- 2) You may now return VAC power to the installed fan. If power was secured at the building main breaker box, the breaker supplying power may be flipped to its "ON" position. In addition, if power is also controlled by a wall switch in the room the fan is mounted, flip that switch to its "ON" position.

- 3) With power supplied to the fan you are ready to pair and calibrate the remote to the fan.



- 4) Calibration Procedure:

Hold down the "0" on the keypad of the remote until the fan begins to spin, then release the keypad.

You will observe the following response in the fan:

- a) The fan will spin in reverse and its speed will increase to 100%.
- b) The fan will maintain 100% speed for about 90 seconds.
- c) The fan will slow to a stop.
- d) The fan will spin forward, and its speed will increase to 100%.
- e) The fan will maintain 100% speed for about 90 seconds.
- f) The fan will slow to a stop.

- 5) The remote is now paired and drive calibrated. Fan speed can now be selected as normal.

## Maintenance

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**Blade Cleaning:** Depending on the type of environment the MacroAir Lincoln Street fan is in, there can be quite a bit of dust or other particulates that cling to the fan's blades. While this may not affect fan performance, we recommend fan owners keep blades clean by having a person wipe the fan blades with a rag or sponge using hot water or mild cleaning solutions. Please do not use chlorine or any chemicals containing chlorine.

**Reverse Operation:** The beauty of MacroAir Lincoln Street fans is that they are built to run in forward and reverse mode. However, changing the direction of your fan can put initial stress on the fan if it has not been properly checked. Cleaning the fan before switching directions will prevent dust and other particles from falling off the fan airfoils when turning in the opposite direction.

**CONTACT US:** For installation assistance, application questions, technical sales support & any other inquiries, please contact us at **(866) 668-3247**.

## Warranty

MacroAir warrants the Products listed in the table below will be free from defects in materials and workmanship under normal use and maintenance for the applicable Warranty Period. Other than the Warranty set forth in this document, no other written or oral warranties apply, and no employee, agent, dealer, or other person is authorized to give any other warranties on behalf of MacroAir.

### START DATE OF WARRANTY COVERAGE

Warranty Period begins fifteen (15) days following shipment of the Product, or on the date the Product is installed (not to exceed sixty (60) days Customer receives the Product), whichever date is later. Customer should retain necessary documentation to verify the date of receipt and installation of the Product. Customers will be required to produce this documentation in order to obtain Warranty services from MacroAir. The Warranty specified herein applies only to Products purchased on or after April 15, 2021.

### PRODUCTS AND SYSTEMS COVERED BY THIS WARRANTY AND APPLICABLE WARRANTY PERIODS:

Fan Type	Mechanical/Standard Electrical <sup>1</sup> (Indoor Use)	Mechanical/Standard Electrical <sup>1</sup> (outdoor Use)
Lincoln Street	3 Years	1 Years

### WARRANTY COVERAGE:

Subject to the exclusions herein, the MacroAir Warranty covers any defects in workmanship or materials of the covered Products under normal operation and prescribed maintenance when those defects adversely affect the ability of the Product to operate properly.<sup>2</sup> The Warranty only covers Products which have been installed in compliance with MacroAir's written installation instructions by a state-qualified or licensed electrical contractor and operated and maintained by the Customer in conformity with MacroAir's written instructions, and when the Product is purchased directly from MacroAir or a MacroAir Authorized Dealer.

This Warranty is subject to all provisions, conditions, limitations, and exclusions explained in this Warranty document.

\*Scan QR code or visit [macroairfans.com/warranty](http://macroairfans.com/warranty) for full warranty information.



<sup>1</sup> "Standard Electrical" means any common electrical component that is utilized across more than one fan line will assume the higher warranty period.

<sup>2</sup> "Operate properly" applies only to mechanical, electrical, and structural systems of the Product.





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## Let's stay connected!



[www.macroairfans.com](http://www.macroairfans.com)

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### MacroAir

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