WORKSTEAD

INSTALLATION INSTRUCTIONS | CARDINAL HEMISPHERE PENDANT SMALL

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GENERAL NOTES

This luminaire is UL, cUL, and CE listed for installation in dry or damp locations.

When installing luminaire, conform to all applicable local electrical codes, ordinances, and the National Electrical Code (NEC).

For your safety and proper operation of luminaire, read and understand all instructions completely before commencing installation of this luminaire.

Carefully unpack the luminaire and inspect for damage.

Use the enclosed gloves when handling the luminaire.

This product is rated for one (1) 25W max E12 G16 bulb (or E14 G50 bulb, depending on your location).

NOTE: A TWO-PERSON INSTALLATION IS REQUIRED.

Save these instructions for future reference.

CAUTION

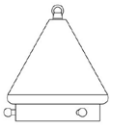
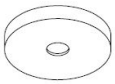
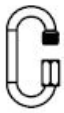
This product should be installed only by a licensed electrician.

WARNING

The electricity must be turned off at the main fuse box before installing this luminaire. Turning power off using the light switch may not be sufficient to prevent electrical shock.

Use UL listed wire nuts for all wiring connections in this luminaire. Wrap wire nut connections with UL listed electrical tape.

INCLUDED COMPONENTS FOR INSTALLATION

	(1) luminaire body with top glass lens
	(1) suspension chain assembly
	(1) bottom glass lens
	(1) canopy
	(1) E12/E14 bulb
	(1) quick link
	(2) 1-1/2” #8 x 32 machine screws
	(3) wire nuts

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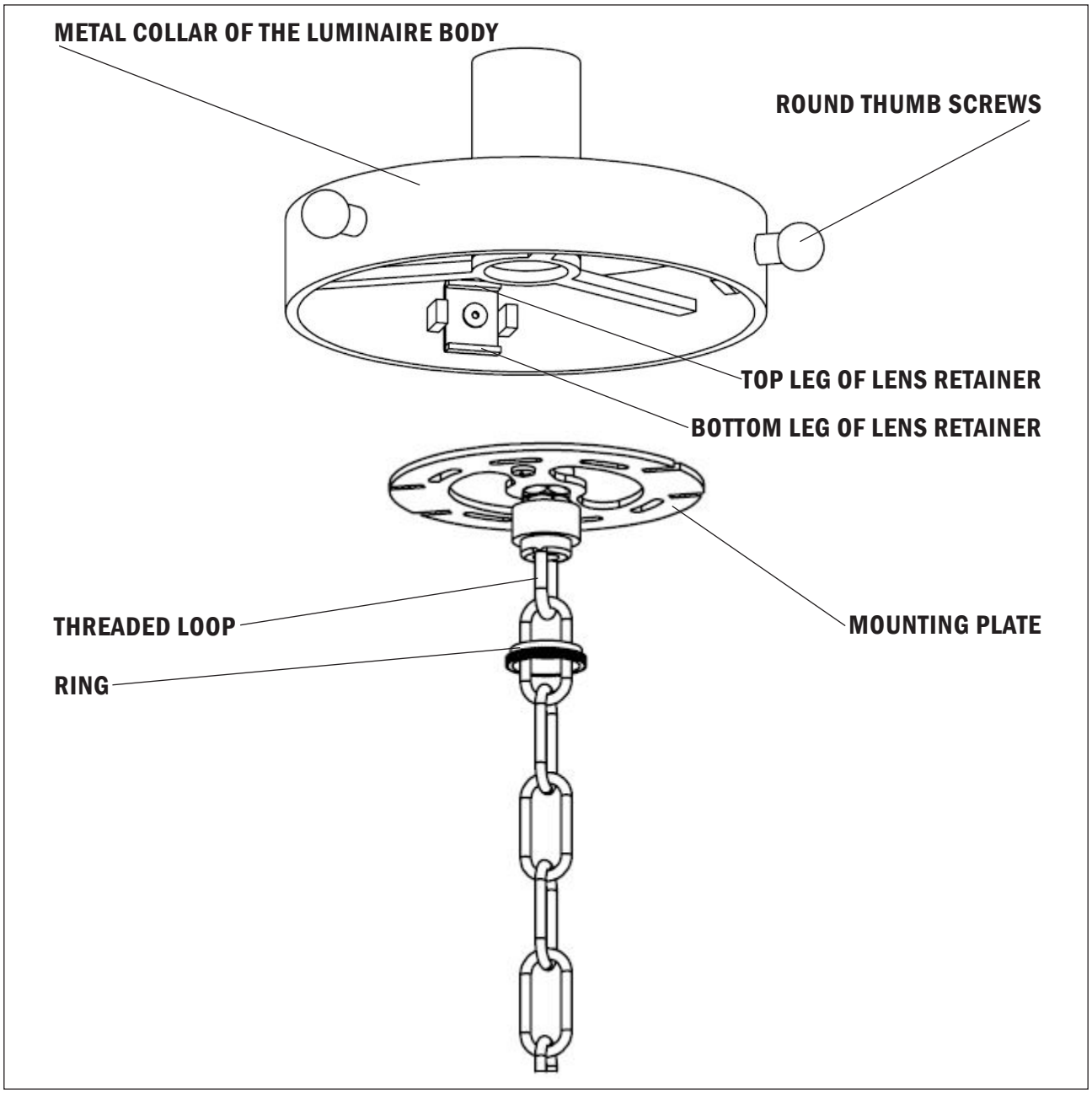
PARTS DIAGRAM



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ASSEMBLY AND MOUNTING INSTRUCTIONS

STEP 1 | CUT POWER
Shut off the main electrical supply to the junction box from the fuse box/circuit breaker. Turning power off at the switch is not sufficient.

STEP 2 | ATTACH MOUNTING PLATE
Locate the junction box in the ceiling. Attach the suspension chain assembly via the mounting plate to the junction box using the (2) 1-1/2" #8 machine screws provided. *(Fig. 1)*

STEP 3 | INSTALL LUMINAIRE BODY
NOTE: A TWO-PERSON INSTALLATION IS REQUIRED.

INSTALLER 1 | Unscrew the ring from the threaded loop at the top of the suspension chain assembly and slide the ring down and off the chain. *(Fig. 2 top)* Ensuring the canopy is oriented so that the open side is facing the ceiling, slide the canopy and then the ring onto the chain and hold the canopy and ring in place a few inches above the bottom of the chain. *(Fig. 2 bottom)*

INSTALLER 2 | Attach the quick link provided to the loop at the top of the luminaire body, lift the luminaire body to the chain, and attach the luminaire body to the chain using the quick link. Close the quick link after the luminaire body is installed. *(Fig. 3)*

INSTALLER 1 | Lower the ring and the canopy and allow them to rest on the top of the luminaire body.

NOTE: Chain can be shortened before moving to the next step by performing this step in reverse and using chain pliers to remove links, then performing this step again. Take care not to damage the finish of the chain when removing links.

Fig. 1

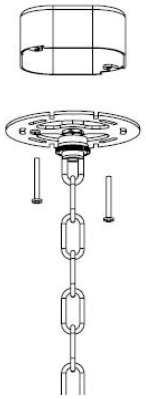


Fig. 2

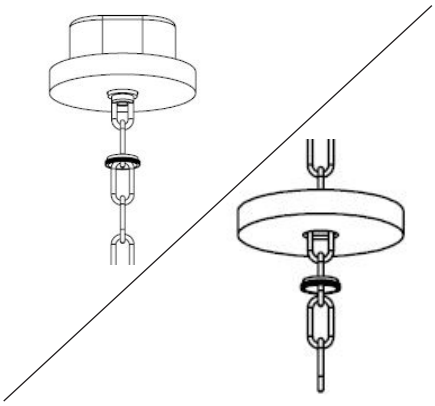
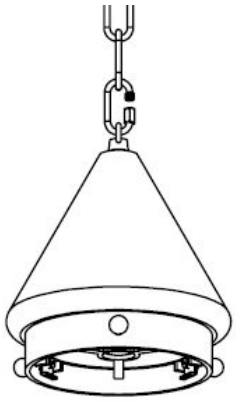


Fig. 3



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ASSEMBLY AND MOUNTING INSTRUCTIONS

STEP 4 | FEED WIRES

Weave the sleeved wires from the top of the luminaire body through the ring and canopy, and through every fourth link of the chain all the way up to the loop at the top of the chain. *(See Fig. 4 top on page 4)* Feed the wires into and through the top of the loop. *(See Fig. 4 bottom on page 4)*

STEP 5 | CONNECT WIRES

Using the wire nuts provided, make electrical connections by following the electrical configuration table. *(Fig. 5)* Ensure that all electrical connections are wrapped with UL listed electrical tape.

STEP 6 | SECURE CANOPY

Carefully tuck the wiring into the junction box. Carefully slide the canopy and ring up to the finished ceiling surface, being careful not to scratch the finish. Once in place, tighten the ring onto the loop. *(Fig. 6)*

STEP 7 | INSTALL BULB

Install the bulb provided. Return power to the luminaire to confirm proper function. If further work is needed, be sure to turn off power to luminaire before proceeding.

STEP 8 | CUT POWER

Once proper function is confirmed, shut off the main electrical supply to the junction box from the fuse box/circuit breaker. Turning power off at the switch is not sufficient.

Fig. 4

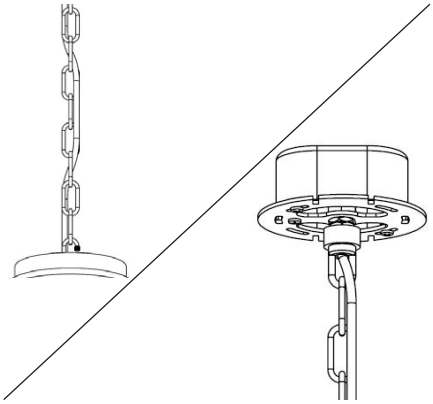
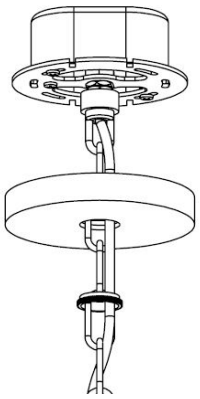


Fig. 5

FROM SUPPLY	TO LUMINAIRE
Connect black or red (hot) house supply circuit wire to:	Luminaire black wire (hot)
Connect white (neutral) house supply circuit wire to:	Luminaire white wire (neutral)
Connect green insulated or bare copper (ground) house supply circuit wire to:	Luminaire bare copper wire (ground)

Fig. 6



ASSEMBLY AND MOUNTING INSTRUCTIONS

STEP 9 | INSTALL BOTTOM GLASS
NOTE: A TWO-PERSON INSTALLATION IS REQUIRED.

INSTALLER 1 | Wearing the gloves provided, hold the top of the luminaire body steady.

INSTALLER 2 | Loosen, but do not fully remove, the three round thumb screws on the metal collar of the luminaire body. Raise the bottom sandblasted glass into the metal collar of the luminaire body, ensuring the top lip of the glass seats over the bottom leg of each lens retainer. *(Fig. 7)*

STEP 10 | SECURE BOTTOM GLASS
Once the glass is seated in the lens retainers, hold the bottom glass in place and tighten all three round thumb screws against the glass shades. CAUTION: DO NOT OVER-TIGHTEN THE ROUND THUMB SCREWS. Return power to the luminaire.

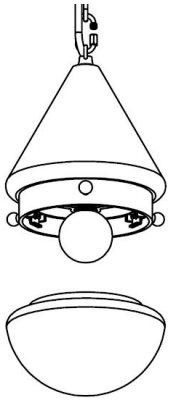



Fig. 7