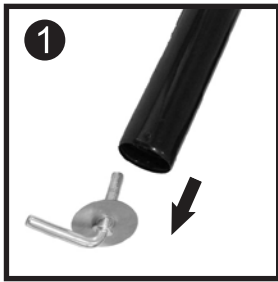
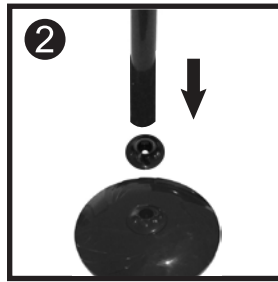


Please refer to the Instruction Manual for more details and images of the assembly procedure.

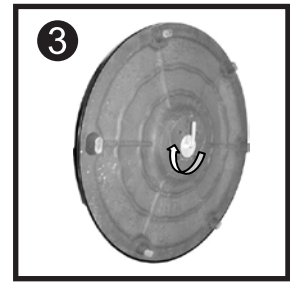
### STEP 1: SET UP BASE AND STAND



Unscrew the **Locking Lever** and **Washer** from the bottom of the stand post.



Insert the **Plastic Collar** into the top of the plastic base cover. Insert the bottom of the **Stand Post** into the collar.



Tilt the **Base** and place the **Weight** in the centre of the base. Fasten in place by use of the **Locking Lever** and **Washer** and tighten.

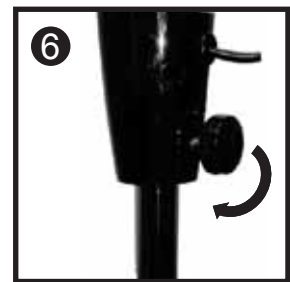
### STEP 2: ATTACH HEAD TO STAND



Loosen (anticlockwise) the post height adjustment **Locking Ring**, pull out the inner chrome tube to the desired height and then retighten the locking ring.

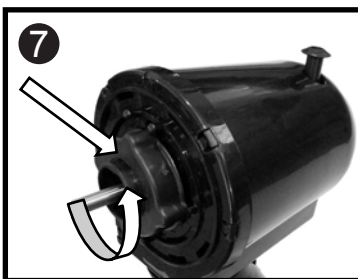


Place **Motor Assembly** at the top of the **Stand Post** and lower down all the way.



Screw in the **Locking Knob** (Clockwise) and nip up. Do Not overtighten.

### STEP 3: INSTALL SAFETY GRILLE AND FAN BLADE



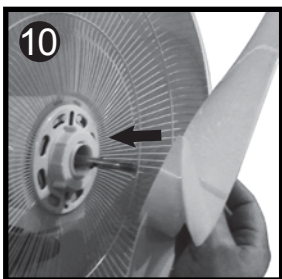
Unscrew the **Locking Nut** (anticlockwise) on **Motor Assembly**.



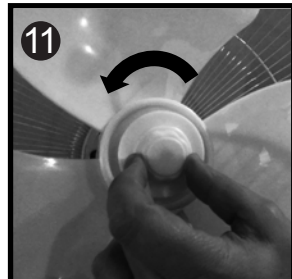
Place the **Back Safety Grille** into position ensuring the safety grille fits onto the locating lugs. (\*Note: The handle on the back of the grille will be at the top if this is done correctly.)



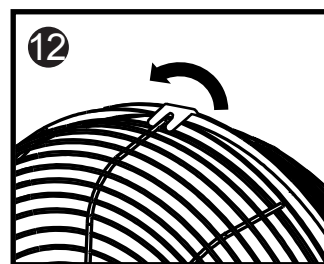
Fix the back safety grille into position by screwing the **Locking Nut** (clockwise) tightly by hand. (Note: Do not over tighten the locking nut.)



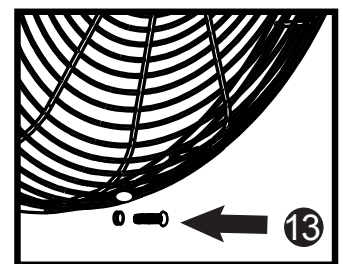
Remove the protective plastic sleeve from the motor spindle. Place the **Fan Blade** onto the motor spindle. (Ensure the two flats are aligned.)



Fix the blade into place by gently hand tightening the **Spinner Nut** (anticlockwise) onto the end of the motor spindle.



Place the **Front Safety Grille** into position (with the location hook over the top of the rear grille) and secure it by closing the clips over the outer rim.



Using the **Small Nut and Bolt**, fasten the two grilles together.

If you are missing a part or having troubles when assembling the fan, please feel free to call our friendly customer service team on our toll free number: 1300 105 888 or via email [info@hegroup.com.au](mailto:info@hegroup.com.au). We will be glad to assist you.