

Beldray^{est 1872}®

Our adjustable,
stylish & durable
desk fan



10 INCH
DESK FAN
INSTRUCTION MANUAL



www.beldray.com

Please read all of the instructions carefully and retain for future reference.

Safety Instructions

When using electrical products, basic safety precautions should always be followed.

Check that the voltage indicated on the rating plate corresponds with that of the local network before connecting the product to the mains power supply.

Children younger than 3 years old should be kept away from the product unless continuously supervised.

Children aged from 3 years and less than 8 years should not plug in, regulate or clean the product or perform user maintenance.

Children aged from 8 years and people with reduced physical, sensory or mental capabilities or lack of experience and knowledge can use this appliance, only if it has been placed in its intended operating position and they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved.

Children should not perform cleaning or user maintenance unless they are older than 8 years and supervised.

This is not a toy – children should be supervised to ensure they do not play with the product.

Always unplug the product and allow to cool fully after use and before any cleaning or maintenance. Normal voltage is still present in this product as long as the product is connected to the electrical source.

This product contains no user serviceable parts. If the power supply cord, plug or any part of the product is malfunctioning or if it has been dropped or damaged, only a qualified electrician should carry out repairs. Improper repairs may place the user at risk of harm.

Keep the product and its power supply cord out of the reach

of children and away from heat or sharp edges that could cause damage. This includes any parts of the product that may become hot during use and other heat emitting products.

Keep hands, fingers, hair and any loose clothing away from the rotating parts of the product.

Do not immerse the product in water or any other liquid.

Do not operate the product with wet hands.

Do not leave the product unattended whilst connected to the mains power supply or when in use.

Do not remove the product from the mains power supply by pulling the cord; switch it off and remove the plug by hand.

Do not use this product for extended periods of time.

Do not leave the product plugged in or operating overnight.

Do not use the product for anything other than its intended use.

Do not use this product outdoors.

Do not move the product whilst it is in use.

Do not shake the product.

Do not cover the product.

Do not put objects into any of the openings.

Do not clean the product with abrasive chemicals or materials such as scourers, as they may damage the product. This includes insecticide and chemical solvents.

Only lift the product with the carry handles provided.

Always use the product on a flat, stable surface.

Use of an extension cord with the product is not recommended.

This product should not be operated by means of an external timer or separate remote control system, other than that supplied with this product.

This product is intended for domestic use only. It should not be used for commercial purposes.

Warning: If a strong odour is emitted from the product, turn the unit off and unplug it from the mains power supply.

Care and Maintenance

Always wait until the desk fan has stopped completely and unplug it from the mains power supply before performing any cleaning or user maintenance.

Wipe the desk fan with a soft, damp, lint-free cloth and allow to dry thoroughly.

Do not immerse the desk fan in water or any other liquid.

Do not use abrasive cleaning solvents, polishes or scouring pads to clean the desk fan, as this may cause damage.

Getting Started

Remove the desk fan from the box.

Remove any packaging from the desk fan.

Place the packaging inside the box and either store or dispose of safely.

In the Box

10 Inch Desk Fan

Front grill

Rear grill

4 grill-locking screws

Grill screw with nut

Fan blade unit

Fan blade screw

Motor assembly

Motor assembly fixing screw

Fan support

Base

Tilting head set screw

Instruction manual

Features

Adjustable tilting head

3 speed settings

Oscillation function

Aluminium fan blades

Spiral guard

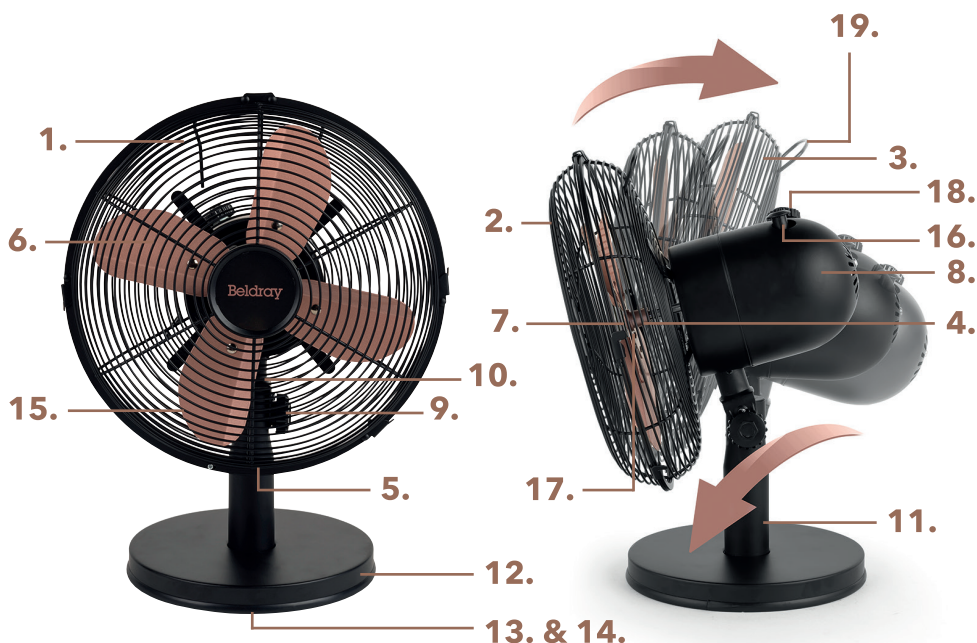
Stylish rose gold finish

30 W power

Cable length: 1.5 m

Input: 220-240 V ~, 50/60 Hz

Description of Parts



- | | |
|----------------------------------|-----------------------------------|
| 1. 10 Inch Desk Fan | 11. Base pole |
| 2. Front grill | 12. Base |
| 3. Rear grill | 13. Base screw |
| 4. 4 grill-locking screws | 14. Washer |
| 5. Grill screw with nut | 15. Tilting head set screw |
| 6. Fan blade unit | 16. Oscillation switch |
| 7. Fan blade screw | 17. Motor assembly shaft |
| 8. Motor assembly | 18. Adjustable cooling speed dial |
| 9. Motor assembly fixing screw | 19. Carry handle |
| 10. Motor assembly locking screw | |

Assembling the 10 Inch Desk Fan

Assembling the Fan Base

STEP 1: Fit the base pole into the hole in the base.

STEP 2: Insert the base screw through the hole in the washer and fit both to the base. Secure the base screw by turning in a clockwise direction until it is tight.

Note: Take care not to over-tighten the base locking screw as this could cause damage to the base. Do not use tools to tighten the base locking screw, the base should be attached firmly so that when the fan is fully assembled and free-standing, the base pole and motor assembly do not wobble while the base remains flat.

Attaching the Fan Base to the Fan Head

STEP 1: Remove the large fixing screw cap by turning it in an anticlockwise direction and then take out the large fixing screw.

STEP 2: Remove the head tilt screw by turning it in an anticlockwise direction. Then loosen the small fixing screw – make sure not to remove the small fixing screw as this will make the assembly process more difficult.

STEP 3: Insert the base pole between the motor assembly brackets, so that the holes in the motor assembly brackets align with the holes on the inside of the base pole. The small fixing screw should be aligned with the slot at the top of the base pole.

STEP 4: Reinsert the large fixing screw. Tighten the small fixing screw by turning it in a clockwise direction, then screw on the cap to secure the base pole to the motor assembly.

STEP 5: Reinsert the head tilt screw and tighten it by turning it in a clockwise direction.

Note: Take care not to overtighten the height adjustment screw as this may damage the desk fan.

Assembling the Fan Head

STEP 1: Lay the motor assembly on a flat surface, so that the motor assembly shaft is facing upwards.

STEP 2: Position the rear grill over the motor assembly shaft and attach it to the motor assembly using the four grill-locking screws.

STEP 3: Place the fan blade unit onto the motor assembly shaft and secure it using the fan blade screw.

STEP 4: Open the clips around the outer edge of the front grill and position it onto the rear grill. Fasten the clips around the outer edge of the front grill to lock the grills into position, ensuring that the fan blade and motor unit are protected.

STEP 5: Insert the grill screw through the hole at the bottom of the front and rear grill, then place the nut onto the grill screw and tighten it in a clockwise direction to secure both of the grills together.

Instructions for Use

Before connecting to the mains power supply, place the assembled desk fan onto a flat, stable surface, allowing for sufficient distance between the desk fan and any objects that could get damaged or caught in the rotating fan blades.

Tilting the Fan Head

STEP 1: Loosen the tilting head set screw by twisting it in an anticlockwise direction.

STEP 2: Tilt the fan head until it is at the desired angle.

STEP 3: Twist the tilting head set screw in a clockwise direction to lock the fan head into its new position.

Using the 10 Inch Desk Fan

STEP 1: Plug in and switch on the desk fan at the mains power supply.

STEP 2: To turn on the desk fan, select the desired cooling speed by turning the adjustable cooling speed dial ('1', '2' or '3'). Speed setting '3' is the highest cooling speed setting.

STEP 3: Activate the oscillation function by pressing the oscillation switch; the desk fan will begin to oscillate. To stop the desk fan from oscillating, pull the oscillation switch upwards.

STEP 4: Turn off the desk fan by turning the adjustable cooling speed dial to '0'.

Caution: Do not cover the fan head.

Specifications

Product Code: EH3266RG

Voltage: 220-240 V ~ 50 Hz

Output: 30 W

Connection to the mains

Please check that the voltage indicated on the product corresponds with your supply voltage.

Important

As the colours in the mains lead of this appliance may not correspond with the coloured markings identifying the terminals in your plug, please proceed as follows:

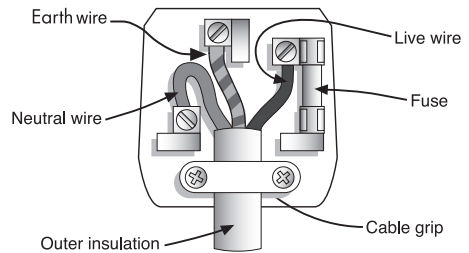
The wires in the mains lead are coloured in accordance with the following code:

Blue Neutral (N)

Brown Live (L)

Green/Yellow Earth ($\perp$)

FOR UK USE ONLY - Plug fitting details (where applicable).



The wire coloured BLUE is the NEUTRAL and must be connected to the terminal marked N or coloured BLACK.

The wire coloured BROWN is the LIVE wire and must be connected to the terminal marked L or coloured RED.

The wire coloured GREEN/YELLOW must be connected to the terminal marked with the letter E or marked $\perp$.

On no account must either the BROWN or the BLUE wire be connected to the EARTH terminal ($\perp$).

Always ensure that the cord grip is fastened correctly.

The plug must be fitted with a fuse of the same rating already fitted and conforming to BS 1362 and be ASTA approved.

If in doubt consult a qualified electrician who will be pleased to do this for you.

Non-rewireable mains plug

If your appliance is supplied with a non-rewireable plug fitted to the mains lead and should the fuse need replacing, you must use an ASTA approved one (conforming to BS 1362 of the same rating).

If in doubt, consult a qualified electrician who will be pleased to do this for you.

If you need to remove the plug - DISCONNECT IT FROM THE MAINS and then cut it off the mains lead and immediately dispose of it safely. Never attempt to reuse the plug or insert it into a socket outlet as there is a danger of an electric shock.

**UP Global Sourcing UK Ltd.,
Victoria Street, Manchester OL9 0DD. UK.**

If this product does not reach you in an acceptable condition please contact our Customer Services Department by one of the following methods:

Telephone: +44 (0)333 577 9820*

*Telephone lines are open Monday-Friday, 9 am-5 pm (Closed Bank Holidays)

Email: customersupport@beldray.com

Fax: 0161 628 2126

Please have your delivery note to hand as details from it will be required.

If you wish to return this product please return it to the retailer from where it was purchased with your receipt (subject to their terms and conditions).

Guarantee

All products purchased as new carry a manufacturer's guarantee; the time period of the guarantee will vary dependent upon the product. Where reasonable proof of purchase can be provided, Beldray will provide a standard 12 month guarantee with the retailer from the date of purchase. This is only applicable when products have been used as instructed for their intended, domestic use. Any misuse or dismantling of products will invalidate any guarantee.

Under the guarantee, we undertake to repair or replace free of any charge any parts found to be defective. In the event that we cannot provide an exact replacement, a similar product will be offered or the cost refunded. Any damages from daily wear and tear are not covered by this guarantee, nor are consumables such as plugs, fuses etc. Please note that the above terms and conditions may be updated from time to time and we therefore recommend that you check these each time you revisit the website. Nothing in this guarantee or in the instructions relating to this product excludes, restricts or otherwise affects your statutory rights.

The crossed out wheellie bin symbol on this item indicates that this appliance needs to be disposed of in an environmentally friendly way when it becomes of no further use or has worn out. Contact your local authority for details of where to take the item for recycling.





*To be eligible for the extended guarantee, go to www.beldray.com and register your product within 30 days of purchase.

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Please retain instructions for future reference.

Made in China.



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