Beldray® est 1872

Our adjustable, stylish & durable desk fan

12 INCH DESK FAN INSTRUCTION MANUAL

www.beldray.com

Beldray est 1872

EN

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

Safety Instructions

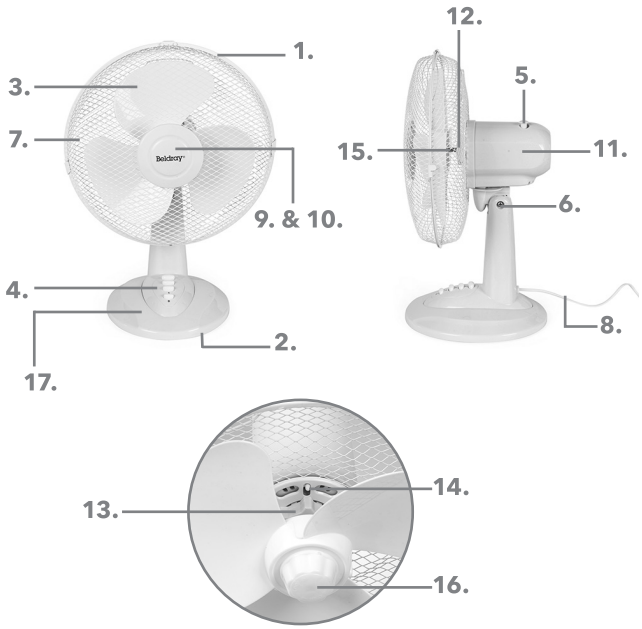
When using electrical products, basic safety precautions should always be followed.
Check that the voltage indicated on the rating plate corresponds with that of the local network before connecting the product to the mains power supply.
Children younger than 3 years old should be kept away from the product 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.

Description of Parts



1. 12 Inch Desk Fan main unit
2. Main unit locking nut
3. Fan blades
4. Speed control buttons (0–3)
5. Oscillation switch
6. Angle adjustment knob
7. Mesh guard
8. Power cord
9. Logo plate
10. Logo plate fixing screws x3
11. Motor housing
12. Motor shaft
13. Rear grill fastening nut
14. Rear grill alignment studs
15. Fan alignment pins
16. Blade fastener
17. Sturdy base plate

Assembling the 12 Inch Desk Fan

STEP 1: Remove the main unit locking nut from the bottom of the fan main unit by unscrewing it in an anticlockwise direction, then carefully push the base of the fan into the larger end of the sturdy base plate, front end first. Make sure the hole on the base plate is aligned with the fixing on the bottom of the fan main unit.
STEP 2: Screw the main unit locking nut onto the fixing on the bottom of the fan to

secure the fan and base plate together.

Note: Do not exert too much pressure when pushing the fan unit into the base plate, as this may cause damage.

STEP 3: Remove the rear grill fastening nut from the motor unit by unscrewing it in an anticlockwise direction.
STEP 4: Place the rear grill over the motor shaft and onto the motor assembly. The rear grill should be aligned with the two rear grill alignment studs on the motor assembly and the handle should be at the top of the grill.
STEP 5: Thread and tighten the rear grill fastening nut onto the motor housing, securing the rear grill to the motor assembly.
STEP 6: Mount the fan blade onto the motor shaft by aligning the motor shaft to the grooves in the back of the fan blade. Push until the blade meets the fan alignment pins.

Note: Do not exert too much pressure when mounting the fan blade. Do not overtighten.

STEP 7: 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 8: 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 the grills together.

STEP 9: To add the logo plate, align the front grill to the desired position on the logo plate and secure with the screws provided.
STEP 10: Mount the front grill cover onto the rear grill cover by fully opening the clips around the outer edge of the grill.
STEP 11: Align the top centre non-opening hook of the front grill with the top centre of the rear grill. Hold the front grill against the rear grill and push the open clips on the front grill inward until the front grill is secure against the rear grill.
STEP 12: There are holes on the bottom of each grill. Align the holes and use the grill assembly nut to fasten the fan head 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

Adjust the position of the fan head using the adjustment knob at the rear of the fan.

Note: Make sure the adjustment knob is fully tightened before activating the desk fan.
Caution: There are a limited number of fan head positions. Do not force the fan head up or down as this may cause damage.

Using the 12 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 pressing the speed switch ('1', '2' or '3'). Speed switch '3' activates the highest cooling speed setting.
STEP 3: Activate the oscillation function by pressing the oscillation switch at the rear of the fan; 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 pressing speed switch '0'.

Caution: Do not cover the fan head. Do not block the rear intake of the fan.

Specification

Product Code: EH3401
Voltage: 220–240 V ~ 50 Hz
Output: 35 W

Connection to the mains

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

Important

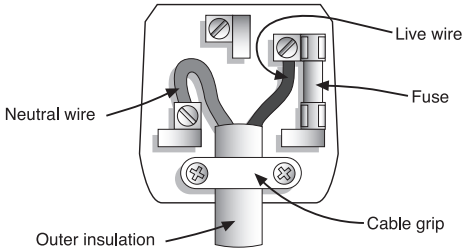
As the colours in the mains lead of this appliance may not correspond with the coloured markings identifying the terminals in your plug, please proceed as follows:

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

Blue Neutral (N)

Brown Live (L)

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.
On no account must either the BROWN or the BLUE wire be connected to the EARTH terminal (⏚).
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.,
UK. Manchester OL9 0DD.
Germany. 51149 Köln.

If this product does not reach you in an acceptable condition please contact our Customer Services Department at **www.beldray.com.**

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 wheelie 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.

Manufactured by:
UP Global Sourcing UK Ltd.,
UK. Manchester OL9 0DD.
Germany. 51149 Köln.

www.beldray.com

©Beldray Trademark. All rights reserved.

Made in China.

CD000000/MD000000/V1

ULTIMATE PRODUCTS
HOME OF BRANDS

Manchester
OL9 0DD
United Kingdom
www.upgs.com

Artworker:	Aminah Mahmood
Date:	17/02/2021
Project Name:	HCC201106 UPG EH3401 IM
Type of Artwork:	Instruction Manual
Size:	A5 10 PP
Software Used:	Indesign CC
Typefaces:	Avenir Next, ITC Lubalin Graph

- [X] Cyan
- [X] Magenta
- [X] Yellow
- [X] Black
- [X] PMS 3115 C
- [X] PMS 430 C
- [ ] PMS
- [ ] PMS

Artwork Version 1

Artwork Scale 1:1

©2021 UP Global Sourcing. All designs, images and artwork are the copyright of UP Global Sourcing. No copying, alterations or amendments to the artwork, design can be undertaken without prior written permission of UP Global Sourcing. Any costs incurred as a result of unauthorised amendments will be recovered from the supplier responsible.

DO NOT PRINT THIS PAGE
ARTWORK REFERENCE ONLY