

# Palla™

A Kichler® Décor™ ceiling fan

Designed to coordinate with a popular Kichler Lighting collection.



Includes our new  
CoolTouch™ Control System  
Looks permanent, but goes wherever you go!  
U.S. Patent Pending

**KICHLER**  
LIGHTING 

Kichler® Lighting  
7711 East Pleasant Valley Road  
P.O. Box 318010  
Cleveland, Ohio 44131-8010

Customer Service  
866.558.5706  
8:30 AM to 5:00 PM EST,  
Monday - Friday

Instruction Manual

**KICHLER**  
LIGHTING 

KHA9090114



## 1. SAFETY RULES

1. To reduce the risk of electric shock, insure electricity has been turned off at the circuit breaker or fuse box before beginning.
2. All wiring must be in accordance with the National Electrical Code and local electrical codes. Electrical installation should be performed by a qualified licensed electrician.
3. **WARNING:** Suitable for use with solid-state speed controls.
4. **WARNING:** To reduce the risk of personal injury, use only the two steel screws (and lock washers) provided with the outlet box for mounting to the outlet box. Most outlet boxes commonly used for the support of lighting fixtures are not acceptable for fan support and may need to be replaced, consult a qualified electrician if in doubt.
5. The outlet box and support structure must be securely mounted and capable of reliably supporting a minimum of 50 pounds. Use only CUL Listed outlet boxes marked "FOR FAN SUPPORT".
6. The fan must be mounted with a minimum of 7 feet clearance from the trailing edge of the blades to the floor.
7. To operate the reverse function on this fan, press the reverse button while the fan is running.
8. Avoid placing objects in the path of the blades.
9. To avoid personal injury or damage to the fan and other items, be cautious when working around or cleaning the fan.
10. Do not use water or detergents when cleaning the fan or fan blades. A dry dust cloth or lightly dampened cloth will be suitable for most cleaning.
11. After making the electrical connections, spliced conductors should be turned upward and pushed carefully up into outlet box. The wires should be spread apart with the ground wire and white (common) wire to one side with the black (load) wire to the other side of the outlet box.
12. Electrical diagrams are reference only. Light kits that are not packed with the fan must be CUL Listed and marked suitable for use with the model fan you are installing. Switches must be CUL General Use Switches. Refer to the Instructions packaged with the light kits and switches for proper assembly.

### WARNING

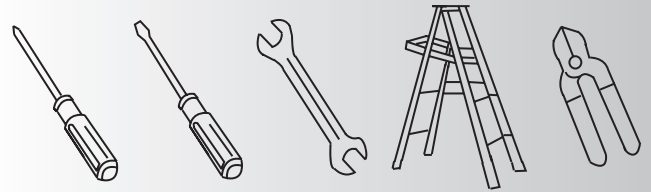
TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR PERSONAL INJURY, MOUNT FAN TO OUTLET BOX MARKED "ACCEPTABLE FOR FAN SUPPORT".

### WARNING

TO REDUCE THE RISK OF PERSONAL INJURY, DO NOT BEND THE BLADE BRACKETS (ALSO REFERRED TO AS FLANGES) DURING ASSEMBLY OR AFTER INSTALLATION. DO NOT INSERT OBJECTS IN THE PATH OF THE BLADES.

## 2. TOOLS AND MATERIALS REQUIRED

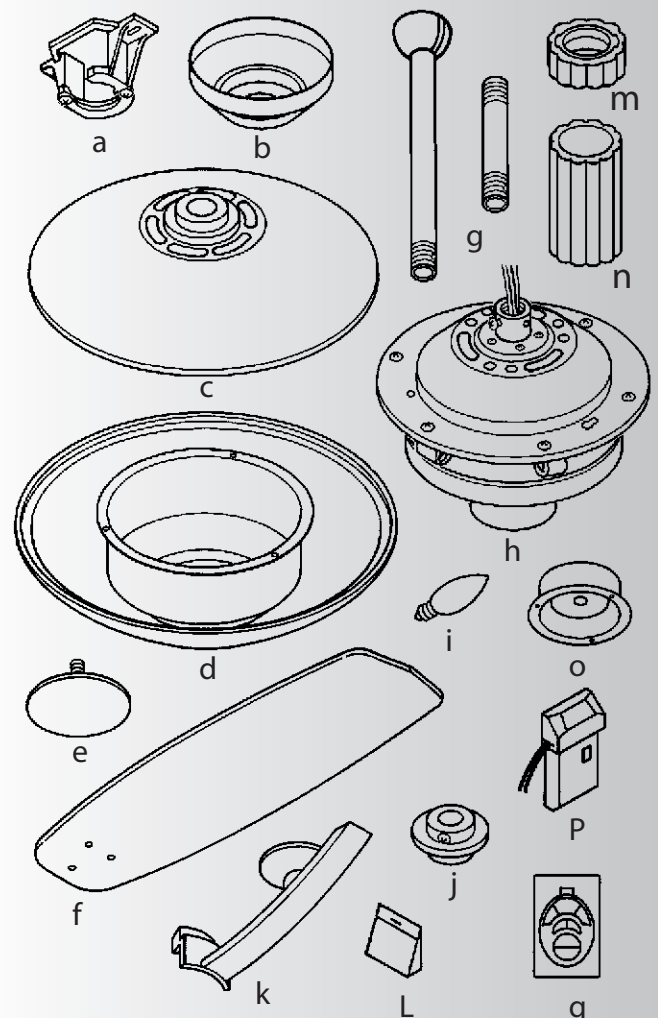
- Philips screw driver
- Slot screw driver
- 11 mm wrench
- Step ladder
- Wire cutters

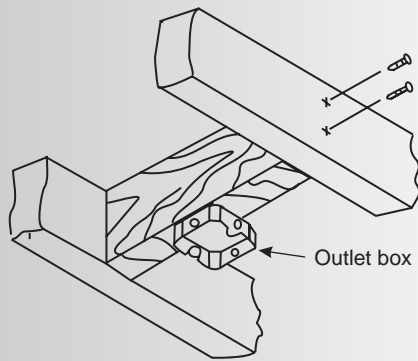
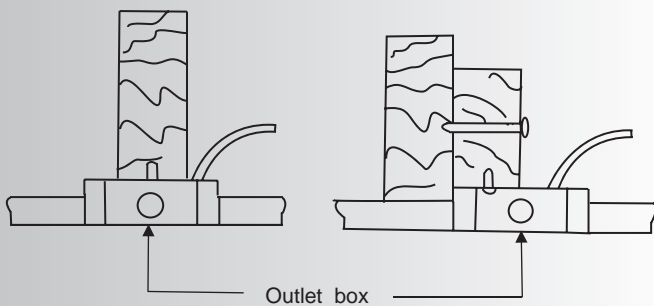
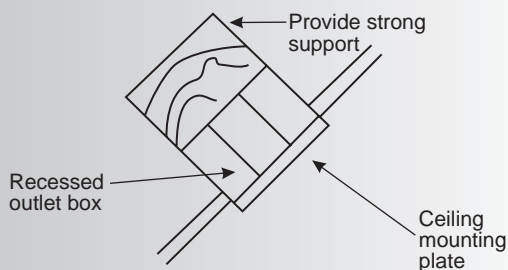
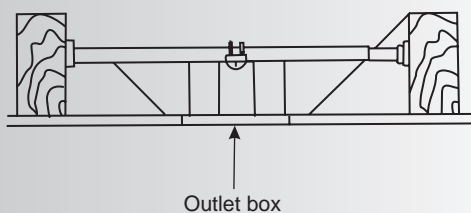


## 3. PACKAGE CONTENTS

Unpack your fan and check the contents. You should have the following items:

- a. Ceiling Mounting Bracket (1)
- b. Canopy (1)
- c. Coupler Cover (1)
- d. Upper Glass Bowl Assembly (1)
- e. Bottom Cap (1)
- f. Fan Blades (5)
- g. Ball / Downrod Assembly (1) & Extra Downrod (1)
- h. Fan Assembly (1)
- i. Bulb (6)
- j. Decorative Ring (1)
- k. Set of Blade Brackets (5)
- l. Parts Bag Contents
  - 1.) Mounting hardware:
    - a. wire nuts (4), b. flat washers (2), c. wood screws (2), d. screws (2)
  - 2.) Blade bracket hardware:
    - a. screws (2), b. paper washer (2)
  - 3.) Blade attachment hardware:
    - a. washer screws (16), b. paper washers (16)
  - 4.) Safety cable hardware:
    - a. wood screw (1), b. flat washer (1), c. washer (1)
- m. Canopy Screw Cover (1)
- n. Decorative Rod (1)
- o. Mounting Ring (1)
- p. Receiver + 7 Wire Nuts
- q. CoolTouch™ Control System




**Fig. 1**

**Fig. 2**

**Fig. 3**

**Fig. 4**

## 4. MOUNTING OPTIONS

If there isn't an existing UL (cUL for Canadian Installation) listed mounting box, then read the following instructions. Disconnect the power by removing fuses or turning off circuit breakers.

Secure the outlet box directly to the building structure. Use appropriate fasteners and building materials. The outlet box and its support must be able to fully support the moving weight of the fan (at least 50 lbs). Do not use plastic outlet boxes.

Figures 1,2 and 3 are examples of different ways to mount the outlet box.

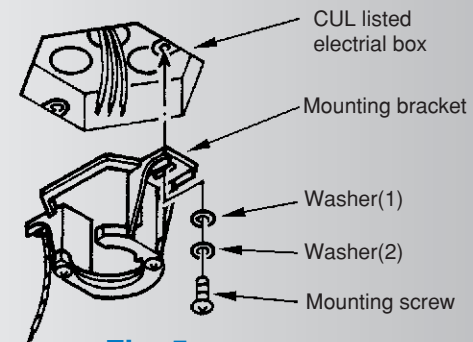
**NOTE:** If you are installing the ceiling fan on a sloped (vaulted) ceiling, you may need a longer downrod to maintain proper clearance between the tip of the blade and the ceiling. A minimum clearance of 12" is suggested for optimal operation.

**NOTE:** Depending on the location you have selected for installation, you may need to purchase and install a "Joist Hanger" for the support of the outlet box. Make sure the joist hanger you purchase has been designed for use with ceiling fans. (Fig. 4)

## 5. HANGING THE FAN

**REMEMBER** to turn off the power. Follow the steps below to hang your fan properly:

Remove the fan motor and housing assembly from the protective plastic bag and take the lower Styrofoam packing out of the carton. Place the styrofoam on the floor. Place the fan assembly on the styrofoam for protection while working / assembling the fan.

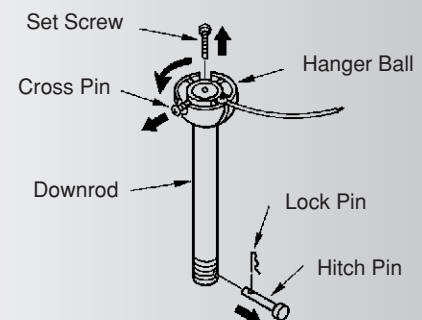


**Fig. 5**

To properly install your ceiling fan, follow the steps below.

**Step 1** Pass the 120 volt supply wires from the ceiling outlet box through the center of the ceiling mounting bracket. (Fig 5)

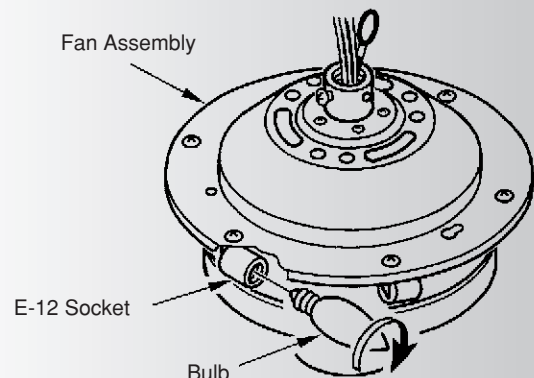
**Step 2** Attach the ceiling mounting bracket to the outlet box using the screws and washers included with the outlet box. (Fig. 5)



**Fig. 6**

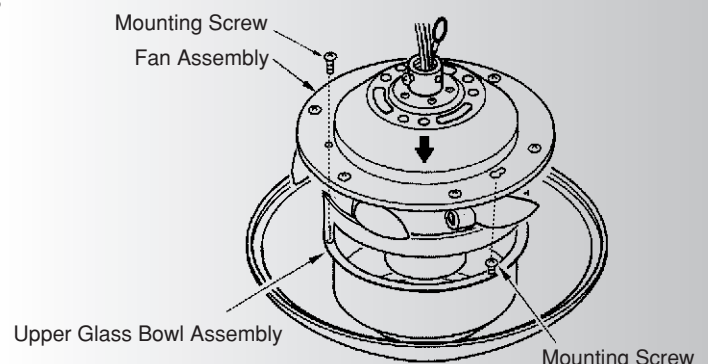
**Step 3** Remove the hanger ball from the downrod assembly by loosening the set screw, removing the cross pin and sliding the ball off the rod. (Fig. 6)

**Step 4** Install six (6) 15 watt lamps (included). One in each of the upper housing lamp sockets. (Fig. 7)

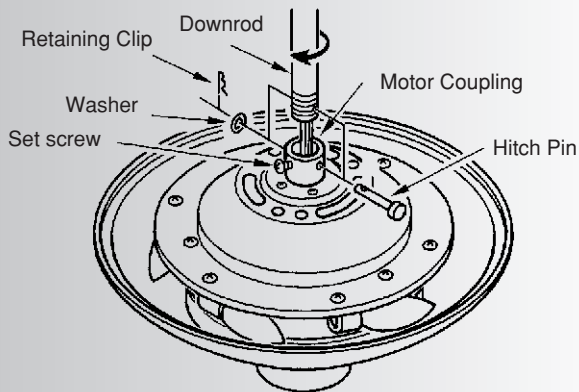
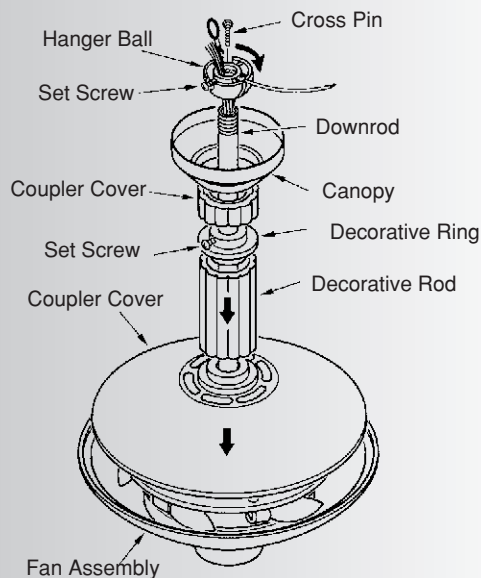
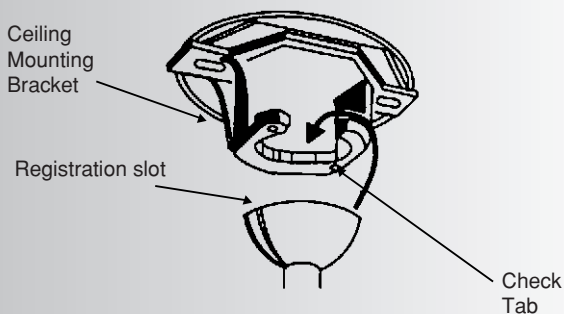


**Fig. 7**

**Step 5** Remove the mounting screws on the upper glass bowl assembly. Align the three (3) mounting holes on the upper glass bowl assembly with the three (3) mounting holes on the fan assembly (see Fig. 8). Insert the three (3) screws you just removed and tighten each.



**Fig. 8**


**Fig. 9**

**Fig. 10**

**Fig. 11**

**Step 6** Loosen the two set screws and remove the hitch pin and retaining clip from the coupling on top of the motor assembly.

Carefully feed the electrical lead wires from the fan up through the downrod. Thread the downrod into the coupling until the hitch pin holes are aligned.

Replace the hitch pin and retaining clip. Tighten both set screws. (Fig. 9)

**Step 7** Slip the coupler cover, decorative rod, decorative ring, canopy cover and ceiling canopy onto the downrod.

Make sure the coupler cover, decorative rod and decorative ring are all seated properly and tighten the set screw on the decorative ring to secure each component.

Thread the hanger ball onto the downrod, insert the cross pin through the downrod and tighten. Now tighten the set screw.

**Step 8.** Now lift the motor assembly into position and place the hanger ball into the ceiling mounting bracket. Rotate the motor assembly until the "Check Tab" on the mounting bracket has dropped into the "Registration Slot" on the hanging ball and seats firmly. (Fig. 11)

**NOTE:** The entire motor assembly should not rotate if this is done correctly.

**WARNING:** Failure to properly seat the "check Tab" can damage the ceiling fan during operation.

## 6. INSTALLATION OF SAFETY SUPPORT (for Canadian Installation ONLY)

A safety support cable is provided to help prevent the ceiling fan from falling, please install it as follows.

Step 1. Attach the provided wood screw and washer to the ceiling joist next to the mounting bracket but do not tighten. (Fig. 12)

Step 2. Adjust the length of the safety cable to reach the screw and washer by pulling the extra cable through the cable clamp until the overall length is correct. Put the end of the cable back through the cable clamp, forming a loop at the end of the cable. Tighten the cable clamp securely. Now, put the loop in the end of the safety cable over the wood screw and under the washer. Tighten the wood screw securely.

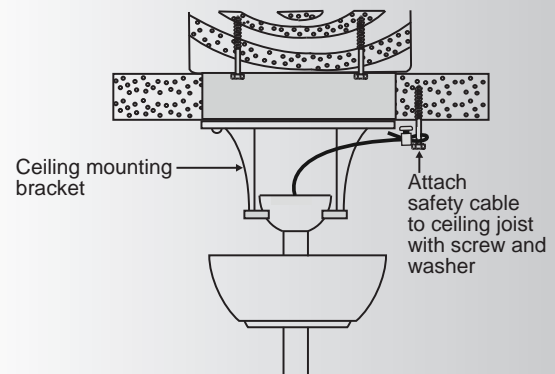


Fig. 12

## 7. ELECTRICAL CONNECTIONS

**WARNING:** To avoid possible electrical shock, be sure you have turned off the power at the main circuit panel.

**NOTE:** The CoolTouch™ Control System is equipped with 16 possible frequency combinations to prevent interference from or with other remote control units. The frequency switches on your receiver and transmitter have been preset at the factory. Please recheck to make sure the switches on transmitter and receiver are set to the same position, any combination of settings will operate the fan as long as the transmitter and receiver are set to the same position. (Fig. 13)

Step 1. Insert the receiver into the ceiling mounting bracket with the flat side of the receiver facing the ceiling. (Fig. 14)

For best performance, make sure the Black Antenna, on the end of the receiver, remains extended and not tangled with any of the electrical wires.

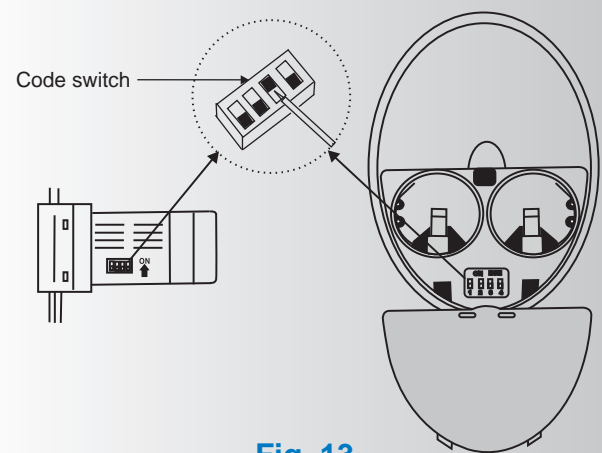


Fig. 13

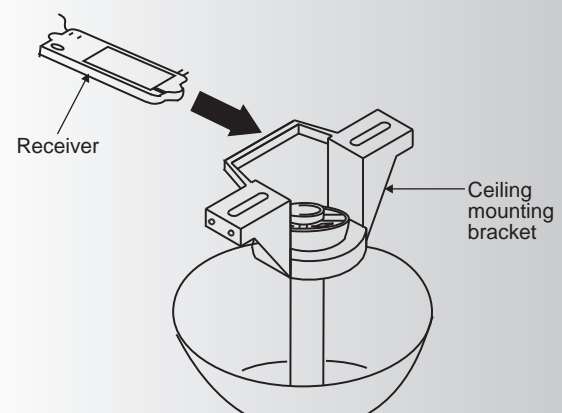
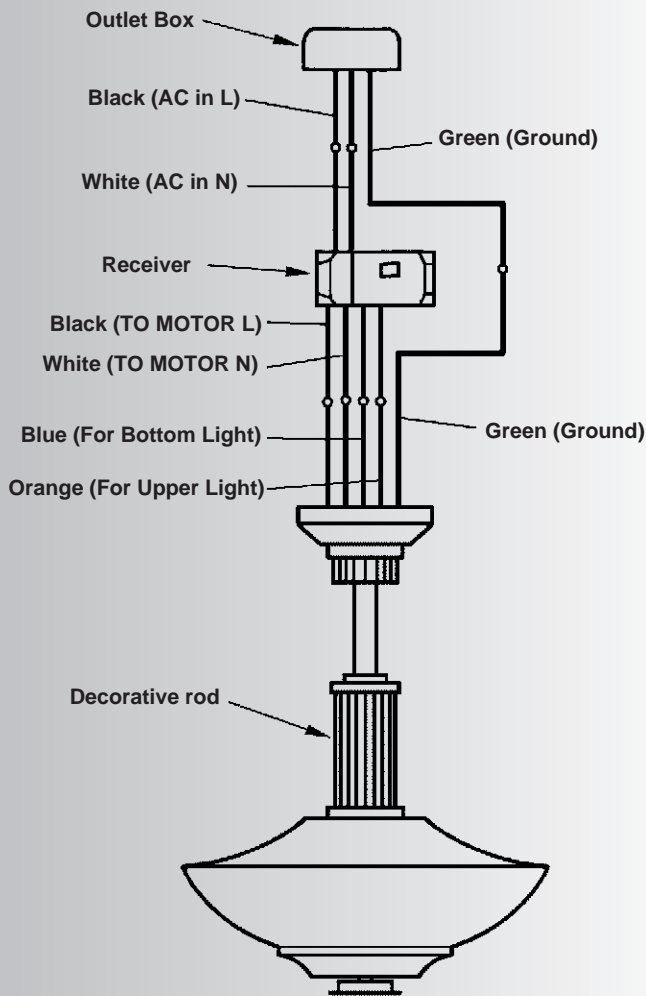
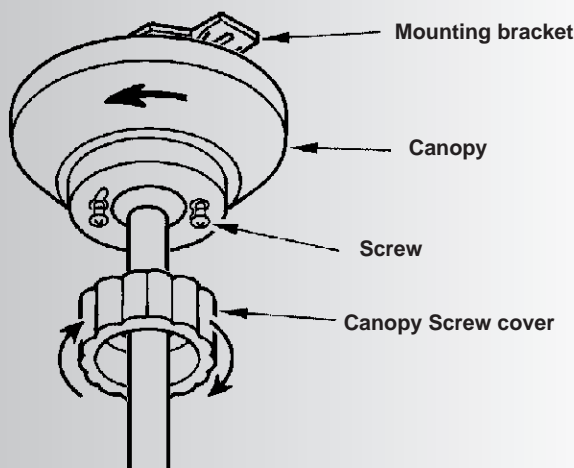


Fig. 14




**Fig. 15**

**Fig. 16**

**Step 2. Motor to Receiver Electrical Connections:** (Fig. 14) Connect the black wire from the fan to the black wire marked "TO MOTOR L" on the receiver. Connect the white wire from the fan to the white wire marked "TO MOTOR N" on the receiver. Connect the blue wire from the fan to the blue wire marked "FOR LIGHT" on the receiver.

Secure each set of wire connections with the plastic wire nuts provided in the parts bag.

**Step 3. Receiver to Supply Wires Electrical Connections:** (Fig. 14) Connect the black (load) wire from the ceiling outlet box to the black wire marked "AC in L" on the receiver. Connect the white (neutral) wire from the ceiling outlet box to the white wire marked "AC in N" on the receiver.

Secure each set of electrical connections with the plastic wire nuts provided in the parts bag.

**Step 4. Connect the ground wire** (green or bare copper) from the outlet box to the ground wire on the ceiling mounting bracket and the ground wire from the ceiling fan.

After making all connections, separate the white and green wire connections to one side and the black wire connections to the other side of the outlet box.

**Note:** Fan must be installed at a maximum distance of 30 feet from the CoolTouch™ Remote Transmitter for optimal signal transmission between the transmitter and the fan's receiving unit.

## 8. FINISHING THE INSTALLATION

**Step 1.** Tuck all the connections neatly into the ceiling outlet box.

**MAKE SURE** the Black Antenna wire on the receiver remains free from all other wires.

**Step 2.** Slide the canopy up to ceiling and over the two screws on hanger bracket. Rotate canopy clockwise, next, while holding the canopy with one hand, slide the canopy cover over the screws and rotate clockwise until tight. **NOTE:** Adjust the canopy screws as necessary until the canopy and canopy cover are snug. (Fig.15)



## 9. ASSEMBLING AND ATTACHING THE FAN BLADES

Step 1. Attach the blade to the blade bracket using the screws and washers provided. Refer to Fig. 17 as needed. Start each screw into the bracket. Repeat for the two (2) remaining screws.

Step 2. Make sure the blade is straight and tighten each screw until the washer is slightly compressed and all three screws are secure.

Step 3. Attach each completed blade assembly to the Fly Wheel using the "Pre-Installed" mounting screws in each blade bracket. (Fig. 18)

Repeat this procedure for the remaining four (4) blade assemblies.

**NOTE:** You will need to rotate the Fly Wheel to line up each mounting screw with the "Access NOTCH" in the mounting ring. This will enable you to hold the screw driver vertically to tighten each blade arm mounting screw.

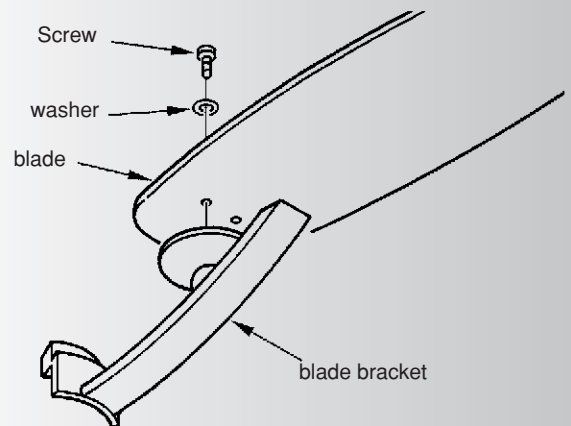


Fig. 17

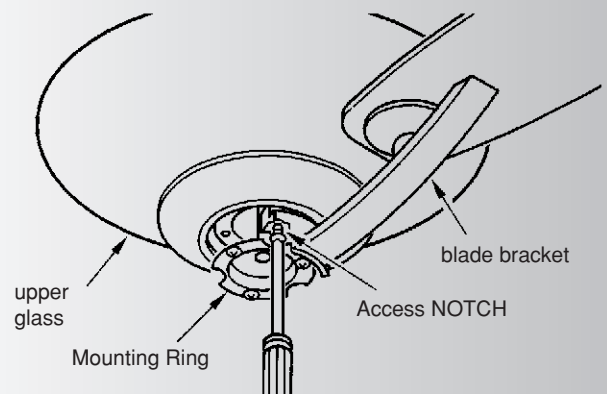


Fig. 18

## 10. INSTALLING THE MOUNTING PLATE

1. Remove 1 of the 3 screws on the mounting ring and loosen the other 2 screws. Do not try to remove the mounting ring from the motor shaft.

2. Place the key holes on the mounting plate over the 2 screws previously loosened and turn the mounting plate until it locks in place at the narrow section of the key holes. Secure by tightening the 2 screws previously loosened and reinstall the one removed. (Fig. 19)

3. After the mounting plate has been installed, thread the bottom cap into the center hole by rotating the cap clockwise.

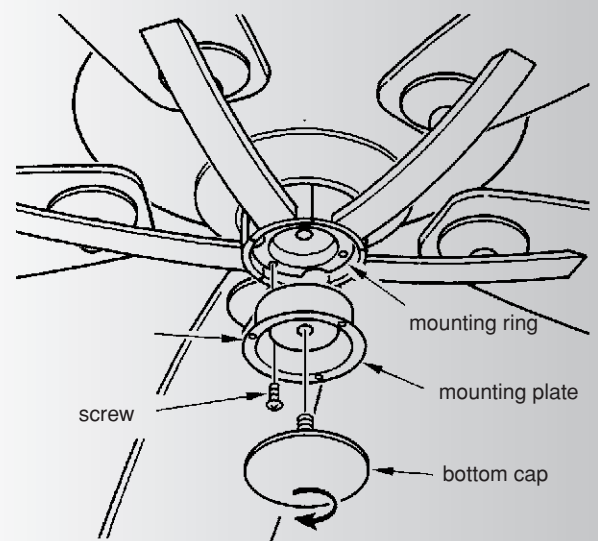
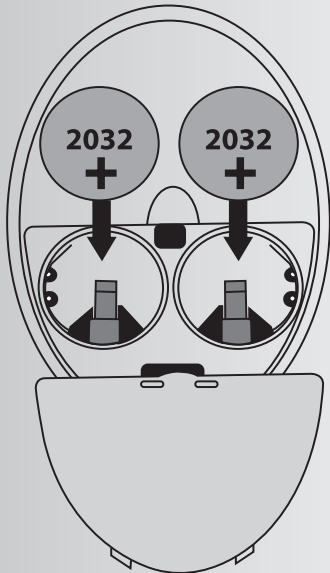


Fig. 19

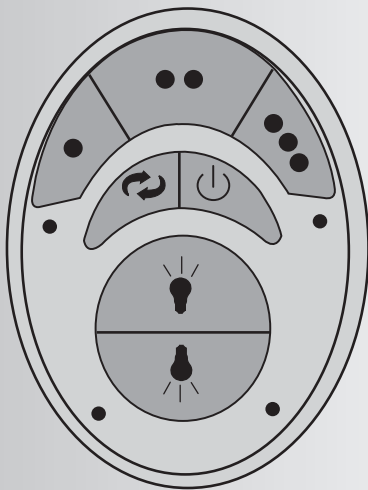

**Fig. 20**

## 11. INSTALLING THE BATTERIES

Remove the battery compartment cover on the back of the CoolTouch™ Transmitter and insert both batteries provided. Make sure the + sign is facing up.

Take care during this procedure NOT TO move the frequency dip switches inside this compartment. The settings MUST remain the same as the settings on the receiver for proper communication with the control system.

It's a good idea to remove these batteries if your fan is not used for extended periods of time, (months).


**Fig. 21**

## 12. OPERATING INSTRUCTIONS

Restore power to ceiling fan and test for proper operation.

- A. ●, ●●, and ●●● buttons:  
 These three buttons are used to set the fan speed as follows:  
 ●●● = low speed  
 ●● = medium speed  
 ● = high speed
- B. ⏻ button:  
 This button turns the fan off.
- C. The "💡" and "💡" button:  
 The "💡" button turns the upper light ON or OFF and also controls the brightness setting.  
 The "💡" button turns the bottom light ON or OFF and also controls the brightness setting.

Press and hold either button to set the desired brightness level. The next time you turn the light on, the system will remember this setting.

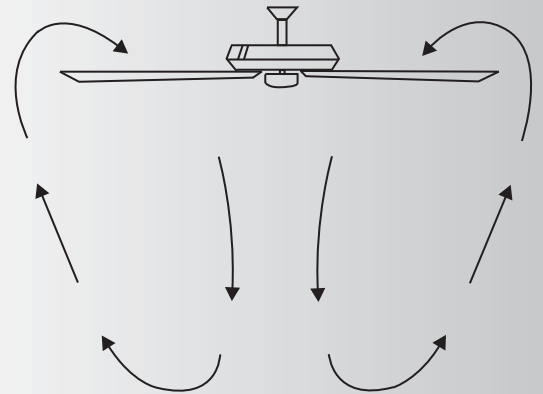
Press and release either button to turn the light ON or OFF.

D. The "🌀" button is used to set the fan in forward or reverse operation. Each time you press this button the fan blades will reverse direction. This button functions ONLY when the fan blades are in operation.

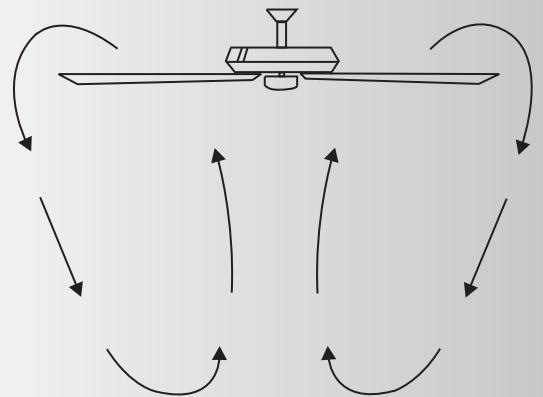
Speed settings for warm or cool weather depend on factors such as the room size. Ceiling height, number of fans and so on.

**Warm Weather Operation:** Forward (counter clockwise) A downward airflow creates a cooling effect as shown in Fig. 22. This allows you to set your air conditioner on a warmer setting without affecting your general comfort.

**Cool Weather Operation:** Reverse (clockwise). An upward airflow moves warm air off the ceiling areas as shown in Fig. 23. This allows you to set your heating unit on a cooler setting without affecting your general comfort.

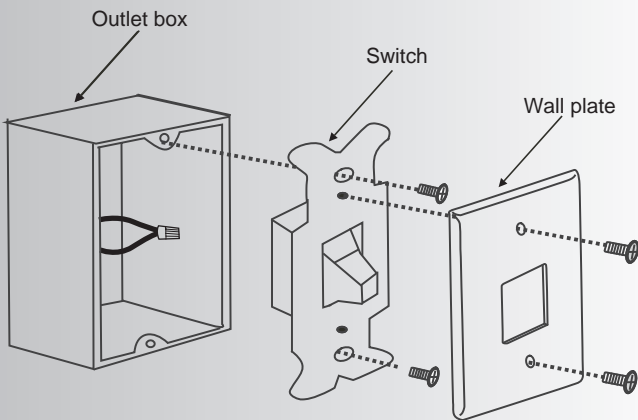
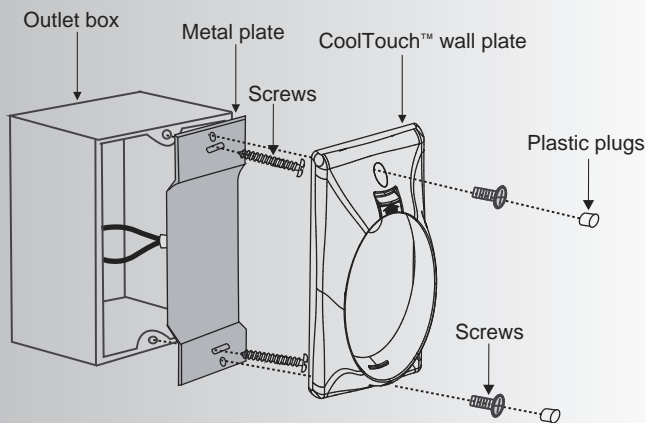
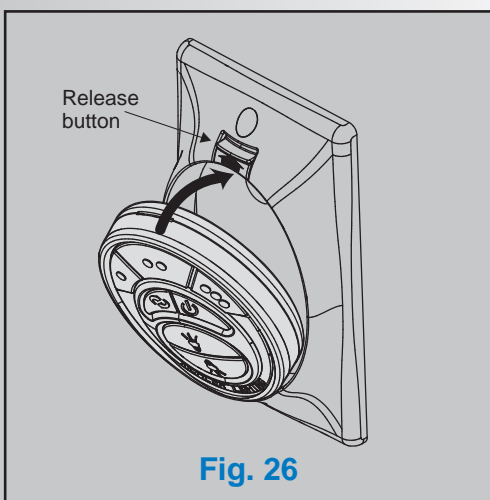


**Fig. 22**



**Fig. 23**




**Fig. 24**

**Fig. 25**

**Fig. 26**

### 13. INSTALLING THE COOLTOUCH™ CONTROL SYSTEM WALL PLATE

Select a location to install your CoolTouch™ Control System Transmitter. You can replace an existing wall switch or, install the transmitter on ANY flat surface.

**Option 1:** Install the control system using an existing wall switch outlet box.

Make sure the electrical power is **TURNED OFF** at the main panel before continuing.

Step 1. Remove the existing wall plate and the old switch from the wall outlet box. Wire nut the **BLACK** leads (hot) together and push back inside the outlet box. (Fig. 24)

Step 2. Install the metal plate and CoolTouch™ wall plate to the existing wall outlet box with 4 screws provided. Then place the two plastic plugs into the wall plate. (Fig. 25)

**Option 2:** Install the control system on ANY flat surface.

Select the desired location and use the CoolTouch™ wall plate to mark the location for the mounting holes.

Plastic wall anchors and screws are provided for this type of installation.

After installing the wall anchors, attached the CoolTouch™ wall plate with the mounting screws and then insert the plastic plugs to finish the installation.

### 14. INSTALLING THE TRANSMITTER

1. Insert the transmitter into the wall plate by inserting the bottom of the transmitter first and then press the top of the transmitter into the pocket. The transmitter will fully function from this location or you can remove the transmitter and use as a "Hand Held" device.

2. To remove the transmitter from the wall plate, push the release button and the transmitter will fall into your hand.

## 15. TROUBLE SHOOTING

Problem	Solution
Fan will not start.	<ol style="list-style-type: none"> <li>1. Check circuit fuses or breakers.</li> <li>2. Check all electrical connections to insure proper contact. <b>CAUTION:</b> Make sure the main power is <b>OFF</b> when checking any electrical connection.</li> <li>3. Make sure the batteries are installed properly. Positive (+) side facing out.</li> <li>4. Check to make sure the batteries are not dead.</li> </ol>
Fan sounds noisy.	<ol style="list-style-type: none"> <li>1. Make sure all motor housing screws are snug.</li> <li>2. Make sure the screws that attach the fan blade bracket to the motor hub is tight.</li> <li>3. Make sure wire nut connections are not rubbing against each other or the interior wall of the switch housing. <b>CAUTION:</b> Make sure main power is off.</li> <li>4. Allow a 24-hour "breaking-in" period. Most noise associated with a new fan disappear during this time.</li> <li>5. If using an optional light kit, make sure the screws securing the glassware are tight. Make sure the light bulbs are not touching any other component.</li> <li>6. Do not connect the fan with wall mounted variable speed control(s).</li> <li>7. Make sure the upper canopy is a short distance from the ceiling. It should not touch the ceiling.</li> </ol>
Fan wobble.	<ol style="list-style-type: none"> <li>1. Check that all blade and blade arm screws are secure.</li> <li>2. Most fan wobbling problems are caused when blade levels are unequal. Check this level by selecting a point on the ceiling above the tip of one of the blades. Measure this distance. Rotate the fan until the next blade is positioned for measurement. Repeat for each blade. The distance deviation should be equal within 1/8".</li> <li>3. Use the enclosed Blade Balancing Kit if the blade wobble is still noticeable.</li> <li>4. If the blade wobble is still noticeable, interchanging two adjacent (side by side) blades can redistribute the weight and possibly result in smoother operation.</li> </ol>
Remote control malfunction.	<ol style="list-style-type: none"> <li>1. Ceiling Fans with remote control systems CAN NOT be operated in conjunction with any other control system EXCEPT a basic On/Off wall switch, if desired.</li> <li>2. Make sure the frequency dip switches in the transmitter and receiver have identical settings.</li> <li>3. Make sure the Black Antenna on the receiver is NOT tangled with any other electrical wires and is extended around the inside of the ceiling canopy.</li> </ol>

## 16. SPECIFICATIONS

Fan Size	Speed	Volts	Amps	Watts	RPM	CFM	N.W.	G.W.	C.F.
56"	High	120	0.60	72	141	6308	16.15 kgs	18.15 kgs	4.18'
	Medium	120	0.41	33	92	3852			
	Low	120	0.26	13	53	2058			

These are approximate measures. They do not include Amps and Wattage used by the light kit.