

# Assembly & Installation Instructions

**A248**

Kirigami Four-Light Pendant 13-3305

Page 1 of 4

**CAUTION: FAILURE TO INSTALL THIS FIXTURE PROPERLY MAY RESULT IN SERIOUS PERSONAL INJURY OR DEATH AND PROPERTY DAMAGE. We recommend installation by a licensed electrician.**

This product must be installed in accordance with applicable installation code(s), by a person familiar with the construction and operation of the product and the hazards involved.\*

**Caution:** Do not exceed maximum wattage noted on fixture. Use only recommended bulbs with fixture.

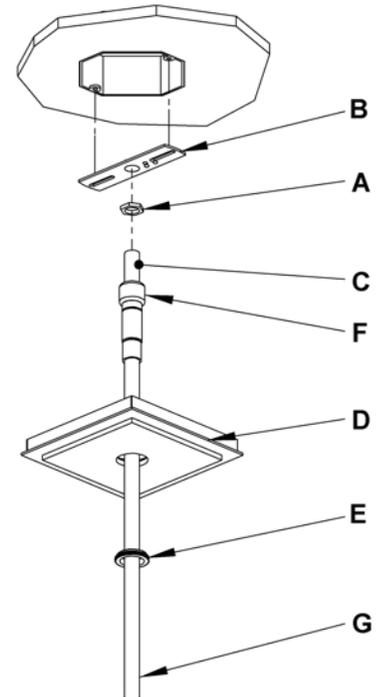
## Prepare the Canopy (Figure 1)

### Component Parts

- A Jam Nut
- B Crossbar
- C Threaded Nipple
- D Canopy
- E Canopy Ring
- F Coupling
- G Canopy Pipe

**Caution: Be sure power is off at the main breaker box prior to installation.**

1. Carefully unpack the fixture from the carton.
2. Thread jam nut (A) and crossbar (B) onto threaded nipple (C) leave parts loose.
3. Using two machine screws (not provided), temporarily fasten the crossbar (B) to the electric box.  
**Note:** A new electric box comes with screws. When replacing a fixture, retain the existing screws for use with the new fixture.
4. Adjust the length of threaded nipple (C) in crossbar (B) so that canopy ring (E) will hold canopy (D) against the ceiling with no threads showing for best appearance. When the correct adjustment is established, tighten jam nut (A) against crossbar (B) to hold the adjustment.
5. Remove the crossbar and stem from the electrical box and proceed with the assembly instructions.



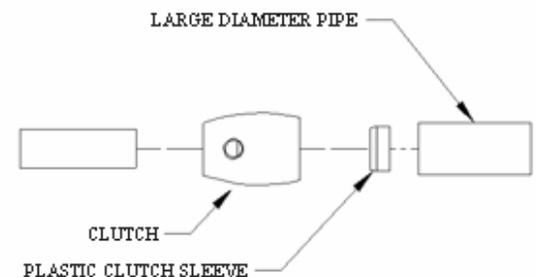
(Figure 1)

## To Complete Assembly & Install (Figures 2 & 3)

### Component Parts

- |                   |                         |
|-------------------|-------------------------|
| A Jam Nut         | G Canopy Pipe           |
| B Crossbar        | H Fixture Pipe          |
| C Threaded Nipple | I Plastic Clutch Sleeve |
| D Canopy          | J Clutch                |
| E Canopy Ring     | K Set Screw             |

1. Thread wires from the fixture pipe (H) through the canopy pipe (G).
2. Unscrew the clutch (J) from the canopy pipe (G); slide it across the wires and onto the fixture pipe (H). Follow this with the plastic clutch sleeve (I), oriented so the tapered end of the clutch sleeve nests in the clutch (Figure 2).



(Figure 2)

(continued)

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A248

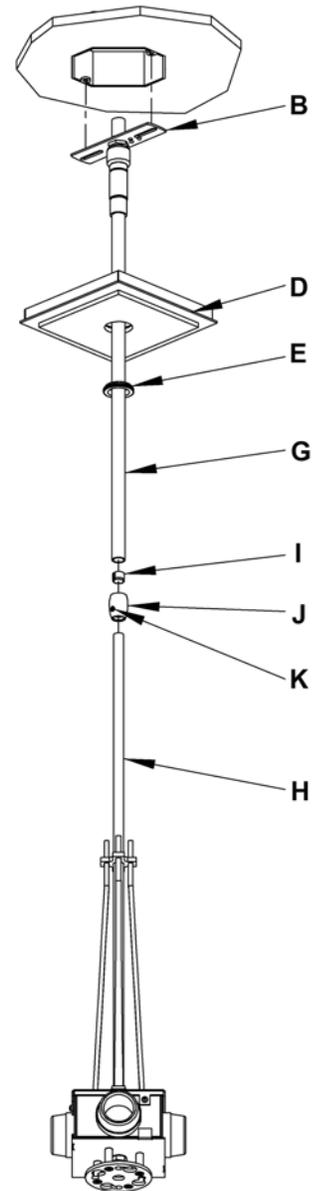
Kirigami Four-Light Pendant 13-3305

Page 2 of 4

- Slide the canopy pipe (G) as far as necessary to give you the total length of the fixture which you desire. Be careful not to scratch the pipe surfaces and to pull excess wire up through the canopy pipe (G). There must be a minimum 1-1/2" of inner pipe inside the outer pipe. Screw clutch (J) onto canopy pipe and hand-tighten the clutch to temporarily hold this adjustment. The clutch is not securely fastened at this point; do not depend on it to hold the fixture.

**Important:** To ensure full connection strength, be sure the tapered end of the plastic clutch sleeve is oriented toward the clutch when assembled and securely tighten set screw (Figure 2).

- Using two machine screws (not provided), fasten the crossbar (B) to the electric box.  
**Note:** A new electric box comes with screws. When replacing a fixture, retain the existing screws for use with the new fixture.
- Using suitable wire connectors (not provided), connect fixture wires to supply wires (white to white or ribbed side of the fixture cord, black to black or smooth side). Run a pigtail lead from crossbar ground screw to the junction box and connect all ground wires (bare copper or green to bare copper or green). Push wires back into outlet box.  
**Caution:** Make sure wire connectors are twisted on securely, and no bare wire is exposed.
- Slide fixture canopy (D) against ceiling, and secure with canopy ring (E).
- Once the fixture is fastened to the ceiling, tighten the set screw (K) in clutch (J) firmly with hex wrench provided. Only after the set screw (K) is tight should you install the lower assembly.
- Refer to following instructions to install bulb and shade assembly.



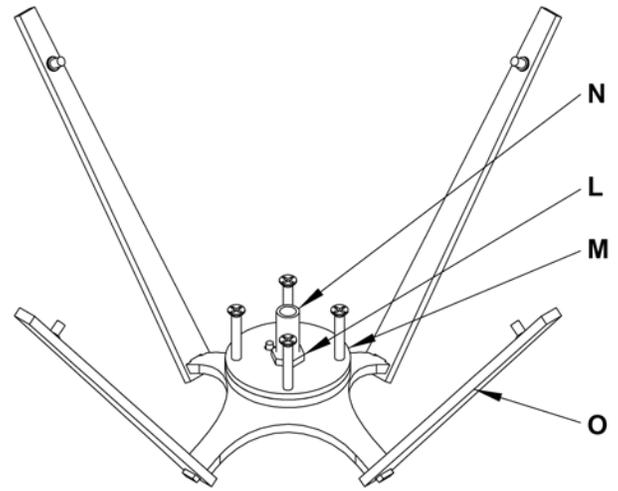
(Figure 3)

(continued)

## To Assemble Bottom (Figures 4, 5 & 6)

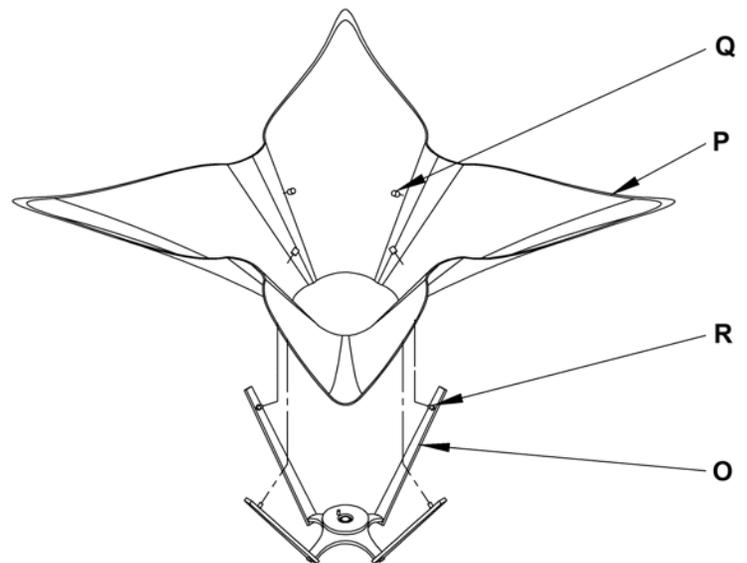
### Component Parts

- L Hex Nut
- M Diffuser Top Plate
- N Nipple
- O Bottom Assembly
- P Shade
- Q Threaded Knob (4)
- R Threaded Stud (4)
- S Diffuser
- T Alignment Pin
- U Spring
- V Flat Head Screw (4)

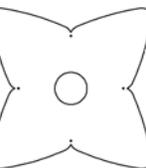


(Figure 4)

1. Remove hex nut (L) (Figure 4). Save for later use.
2. Slip diffuser top plate (M) with flat head screws (V) installed off bottom assembly (O) (Figure 4). Save for later use.
3. Install shade (P) into bottom assembly by slipping the holes in the shade over the threaded studs (R) (Figure 5). **Note: Be careful when installing shades not to allow the shade to come in contact with the four threaded studs. Contact with the studs will damage the shade and cause visible scratches.**
4. Install knobs (Q) to keep shade (P) in place (Figure 5).



Shade (P) as shipped flat

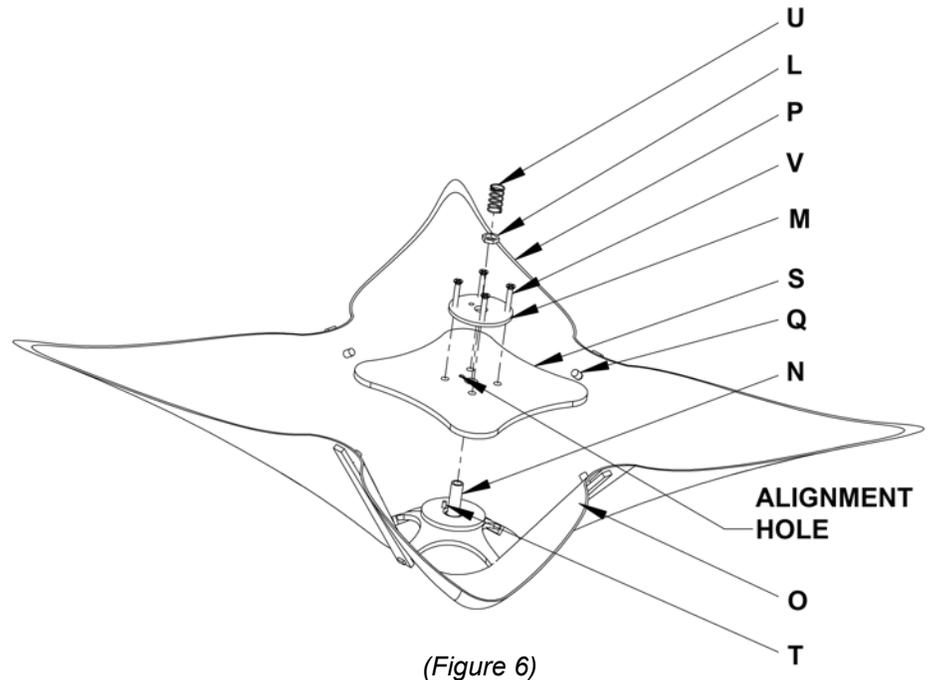


(Figure 5)

See Figure 6 (next page) for the remaining steps unless another figure is referenced.

5. Slip diffuser (S) onto nipple (N) aligning the alignment hole in the diffuser with the alignment pin (T).
6. Thread the three flat head screws (V) installed in the diffuser plate (M) so they protrude slightly out the bottom of the plate.
7. Align the diffuser top plate (M) so the three flat head screws (V) align with the three holes in the diffuser (S) and slip onto the nipple (N) until it rests on top of the diffuser.
8. Thread hex nut (L) onto nipple (N) until it sits on top of the diffuser top plate (M). Tighten the hex nut being careful not to over tighten.
9. Thread the three flat head screws (V) until they are snug.
10. Slip the spring (U) onto the nipple.
11. Refer to instructions following to complete installation.

(continued)

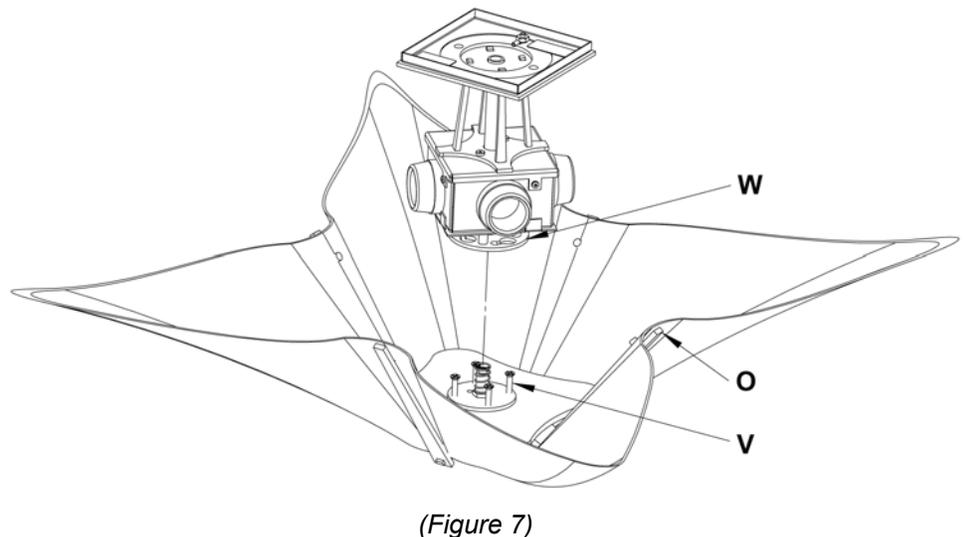


## **To Install Bottom Assembly** (Figure 7)

### Component Parts

- O Bottom Assembly
- V Flat Head Screws (4)
- W Locking plate

1. Raise bottom assembly (O) aligning flat head screws with the larger holes in the slots in the locking plate (W).
2. Pushing up on the bottom assembly (O) turn clockwise until the bottom assembly stops in the locked position.
3. Install light bulbs. *Not Included*
4. Restore electricity at main breaker.



*If you need further assistance, or find that you are missing any parts, please contact the dealer from which you purchased this product. We hope you enjoy your fixture!*

\* Hubbardton Forge will not be liable for injury or damage caused by improper installation, lamping or use of this fixture.