

# STAYCOOL®

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OPERATING INSTRUCTIONS

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## 12" Metal Desk Fan



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MODEL: F1026

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# thank you

Thank you for the purchase of this quality **STAYCOOL** product. Used carefully and in accordance with the instructions enclosed, it should give you trouble free service over a long period of time. Please keep these instructions for future reference.

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## FEATURES

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- 3 speed settings
- 90° oscillation or static operation
- Vertical tilt
- Radial safety grill
- Metal blade
- Diameter: 12" approx.
- Power: 35w

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## SPECIFICATIONS

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Operating Voltage: 220-240v ~ 50Hz

Power Output: 35w max.

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## IMPORTANT SAFEGUARDS AND PRECAUTIONS

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### SAVE THESE INSTRUCTIONS

- Read all instructions carefully
- For Household Use only. Not intended for commercial use.
- Only for use indoors.

#### DO NOT

Do not use outside or in damp conditions.

- Before plugging into mains socket, check whether supply line voltage and current rating are in compliance with the rated electrical parameters shown on the rating label.
- Keep away from hot surfaces, such as gas or electric hobs and ovens etc

#### DO NOT

Do not use for any purposes other than the appliances intended use.

- This appliance is not intended to be operated by means of an external timer or separate remote control system.
- To prevent damage to the mains cord, do not let it pass over sharp corners, edges or hot surfaces.
- If the supply cord is damaged, do not use. Check before each use!



The supply cord cannot be replaced. If the cord is damaged the appliance should be scrapped.

**DO NOT**

Do not use if any part of this appliance is damaged in any way. Always check before use.

- Always unplug when not in use.
- To prevent against the risk of electric shock, do not submerge any part of this appliance in water, unless advised in this manual.
- This appliance should only be used on a flat surface.

- This appliance can be used by children aged from 8 years and above and persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge if they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved.
- Children shall not play with this appliance.
- Cleaning and user maintenance shall not be made by children without supervision.

**WARNING**

DO NOT COVER.

**DO NOT**

Do not use near water.

**DO NOT**

Do not use in vehicles.

**DO NOT**

Do not use in bathrooms or in the vicinity of a bathtub, shower, or near a washbasin.

- Keep at least 50cm away from any wall or other objects, including people.
- Check the assembly is correct and robust.
- Avoid contact with moving parts. Do not insert any body parts (e.g. finger) or objects through the grill when the fan is operating.
- Be sure fan is on a stable surface when operating to avoid overturning.
- Always disconnect the fan when moving it from one location to another.
- Switch off and unplug from outlet when the product is not in use, before assembling or disassembling parts and before cleaning. Fully assemble the fan before switching on.

**DO NOT**

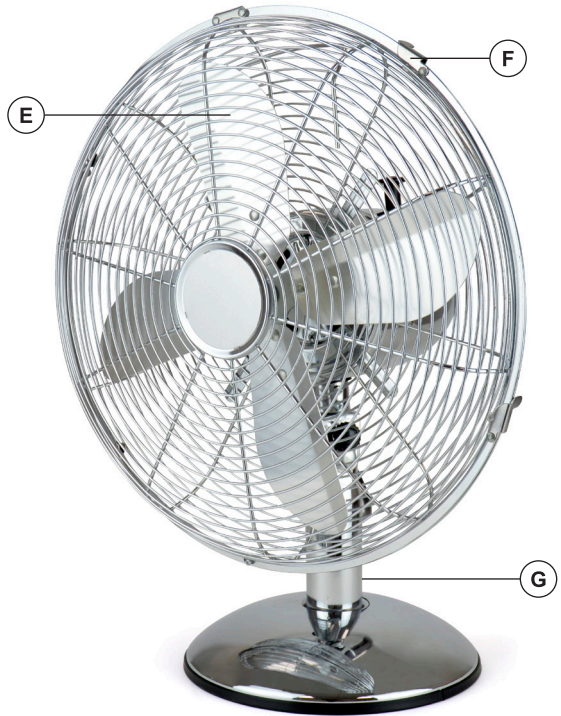
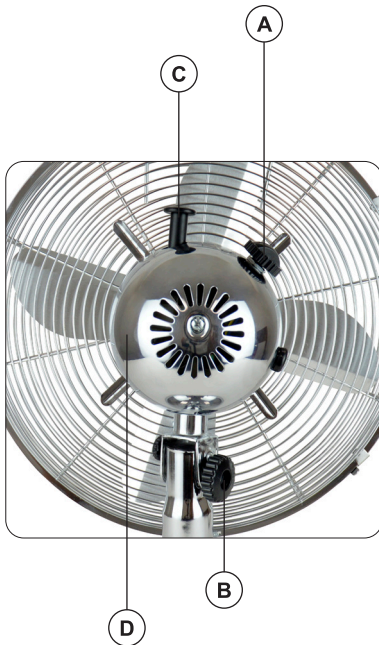
Do not operate in close proximity to curtains, etc.



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## LOCATION OF CONTROLS

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### **A – Speed Control Switch**

Use the switch to toggle between off, low, medium and high speed settings. This will determine how fast the motor will drive the fan blades.

### **B – Vertical Tilt Adjustment Screw**

Loosening the vertical tilt adjustment screw allows users to set the tilt angle of the fan. Once the desired angle has been set, tighten the screw to secure it into place.

### **C – Oscillation On/Off Switch**

To operate the oscillation mode, push the oscillation on/off switch down. The fan will begin oscillating left and right repeatedly. To stop the oscillation, pull the switch up. The fan will stop oscillating immediately.

### **D – Fan Motor**

The fan motor drives the blades at the speed set by the speed control switch.

### **E – Fan Blades**

The fan blades slice through the air, causing cool air to blow outwards in the direction that the fan is facing.

### **F – Safety Grille**

The safety grille is designed to stop users being able to access the fan blades during use. The blades are very sharp and could cause serious injuries.

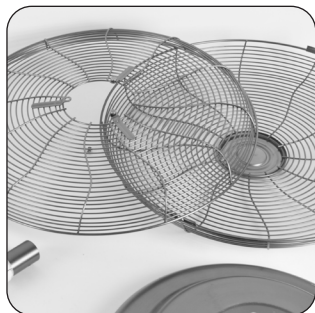
### **G – Power Cord**

Connect the power cord to a suitable 220-240v~50Hz mains power supply.



# ASSEMBLY

**Note:** A crosshead screwdriver is required.



**1.** Unpack all parts from the giftbox and remove packaging.

## ⚠ CAUTION

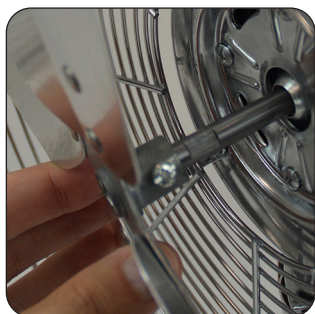
The metal blades can be sharp.



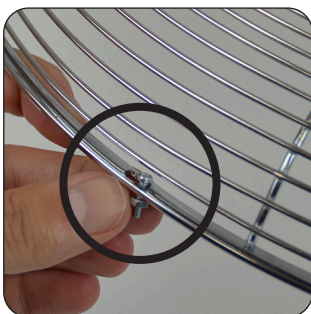
**2.** Unscrew the black knob from the end of the small tube. Then push the tube into the Base/Stand and re-tighten the black knob from under the base so that the small tube is fastened to the base.



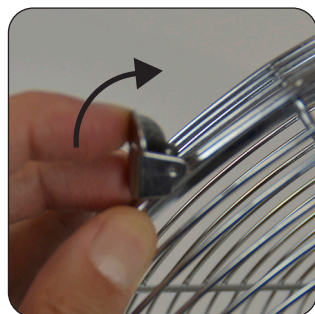
**3.** Undo the 4 self-tapping screws on the face of the motor near the spindle. Place the back grill over the spindle with the handle to the top and then insert the self-tapping screws back into the motor unit so the back grill is held in place.



**4.** Remove the black rubber protector from the shaft. Carefully handle the fan blades and loosen the small screw at the back of the blades. No need to remove. Now slide the blades onto the shaft so that the screw is positioned over the flat notch in the shaft and tighten the screw so that the blades are tight onto the shaft.



**5.** Remove the tiny nut and bolt from the grille.



**6.** Open the four clamps on the front grille. Position the front part grille with the V shaped notch at the top and there will be two tiny holes at the bottom which will require alignment. Close the 4 clamps so that they clamp to the back grille and hold it tight together.







**7.** With the two small holes at the bottom of the grills aligned, insert the tiny nut and bolt through the holes and tighten.



**8.** Your fan is now ready to use.

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# OPERATION

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## **WARNING**

DO NOT OPERATE THE FAN WITHOUT THE GRILLE OR WITH THE FRONT GRILLE MISSING.

## **CAUTION**

Select a suitable location for the fan. Always choose a safe location in accordance to the safety recommendations outlined. When placing a fan on a table or shelf, always ensure that the power cord does not hang where it can accidentally be pulled and that the unit cannot accidentally fall.

## **DO NOT**

Do not hang or mount fan on a wall or ceiling.

## ■ **SPEED CONTROL**

This model comes with 3 speed settings. Use the speed control switch to dial in the following settings:

- 0 – OFF
- 1 – LOW SPEED
- 2 – MEDIUM SPEED
- 3 – HIGH SPEED

## ■ **OSCILLATION**

- 1. PRESS** the oscillation on/off switch **DOWN** to **ACTIVATE** the oscillation. The fan will immediately begin oscillating left and right at 90°.
- 2. PULL** the oscillation on/off switch **UP** to **DEACTIVATE** the oscillation. The fan will immediately stop oscillating.

## ■ **VERTICAL TILT ADJUSTMENT**

- 1. TURN** the vertical tilt adjustment screw **ANTI-CLOCKWISE**, taking care to **HOLD** the safety grille with one hand to **STOP** it from falling forwards.
- 2. FIND** the desired angle and then whilst **HOLDING** the safety grille with one hand, **TURN** the vertical tilt adjustment screw **CLOCKWISE** to secure it into place, **TAKING CARE** not to over tighten.

**Note:** ensure that the fan is switched off and the power cord is removed from the mains supply before attempting to adjust the vertical tilt angle.



## CLEANING AND CARE

Before attempting to dismantle and perform any cleaning or maintenance, ensure the fan is switched off and the power cord is removed from the mains supply. Failure to comply could cause personal injury and/or damage to the product.

- 1. UNSCREW** the locking screw located at the bottom of the safety grill. You will need a cross headed screwdriver (not provided). Place the nut in a safe place.
- 2. UNCLIP** the 4 clips located around the edge of the safety grill.
- 3. LIFT** the front side of the safety grill **UP** and **AWAY** from the main unit and place it **SAFELY** to one side.
- 4. USE** a **DAMP CLOTH** to **WIPE** the safety grill and the fan blades/components. **DO NOT** allow any water or liquid to enter the motor housing. **USE** a **DRY CLOTH** to wipe away any moisture.
- 5. REATTACH** the safety grill, ensuring that the screw is inserted into the hole at the bottom and then **SECURE** the clips around the edges to ensure that is **LOCKED** into place correctly.
- 6. SCREW** the locking screw and nut back together to keep the safety grill **LOCKED SECURELY**.

### CAUTION

Ensure the product is re-assembled correctly before attempting to use. Failure to comply could cause personal injury and/or damage to the product.

### DO NOT

Do not use any abrasive cleaners or harsh detergents/ chemical solvents as this could damage the product.

### INFORMATION REQUIREMENTS

Description	Symbol	Value	Unit
Maximum fan flow rate	F	36.7	m3/min
Fan power input	P	35.1	W
Service value	SV	1.05	(m3/min)/W
Standby power consumption	Psb	0.00	W
Fan sound power level	LWA	56.7	dB(A)
Maximum air velocity	C	3.1	Meters/sec
Measurement standard for service value	COMMISSION REGULATION (EU) No 206/2012 BS EN IEC 60879:2019 BS EN 50564:2011 BS EN IEC 60704-2-7:2020		

Contact details for obtaining more information

UK: Lloytron Ltd, Greenfold Way, Leigh, Lancashire, England. WN7 3XH

Europe: Laltex Ireland Ltd, Dublin 2, D02 AY86

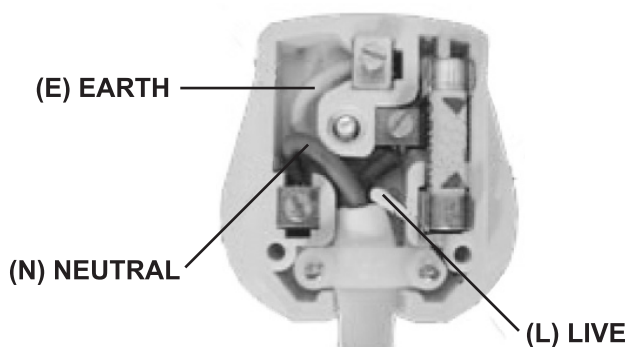




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## FITTING A NEW UK PLUG

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Your appliance operates on 220-240V~50Hz AC Mains and comes fitted with a 3-pin BSI Approved plug, so that it is ready for use for the UK or Eire market. If for any reason you need to fit a new plug, the flexible mains lead must be connected as shown below: -

### ■ IMPORTANT:

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

BLUE:	NEUTRAL (N)
BROWN:	LIVE (L)
GREEN AND YELLOW:	EARTH (E)

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

The BLUE wire must be connected to the terminal which is marked with the letter "N" or coloured BLACK.  
The BROWN wire must be connected to the terminal which is marked with the letter "L" or coloured RED.  
The GREEN AND YELLOW wire must be connected to the terminal which is marked with the letter "E", the symbol  or coloured GREEN.

### ■ DO NOT CONNECT EITHER WIRE 'L' OR 'N' TO THE EARTH TERMINAL OF A 3-PIN PLUG

Always ensure that the Mains Cord is located into the Plug through the Cord Guard or Cable Clamp, and that the Cord Guard screws are tightened to clamp the Cord (outer sheath and inner coloured wires) in position in the Plug. Make sure the Plug top is also fitted securely.

The supply cord cannot be replaced. If the supply cord is damaged, the appliance should be scrapped.

This appliance must be protected by a 5 Amp fuse in a 13 Amp type (BS1363) plug. Should you need to replace the fuse, use only an ASTA approved BS1362 fuse.



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## WEEE/ENVIRONMENTAL PROTECTION

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### ■ DISPOSAL OF ELECTRICAL AND ELECTRONIC EQUIPMENT

Do not dispose of this product with household waste. For the proper treatment, recovery and recycling please take this product to the appropriate waste collection point. If you are unsure where this may be, please contact your local authority. Improper disposal may be harmful to the environment.





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## STAYCOOL® CUSTOMER SERVICES

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If you have any queries about this product then please contact Lloytron Customer Services online at:



**[www.lloytronhelpdesk.com](http://www.lloytronhelpdesk.com)**

To find out more about Staycool products, visit [www.lloytron.com](http://www.lloytron.com)



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