

# FIXTURE INSTALLATION GUIDE

Model T31T (1 Light Flat Canopy 120V)



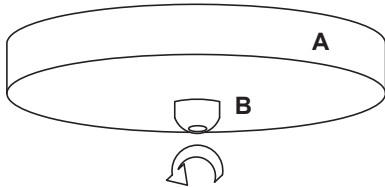
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T31T, Rev.6 3-09

**IMPORTANT:** before proceeding, retrieve the **Glass Shade Installation Guide**, which is included with the pendant cord set.

**CAUTION:** Turn off power to electrical box before installing



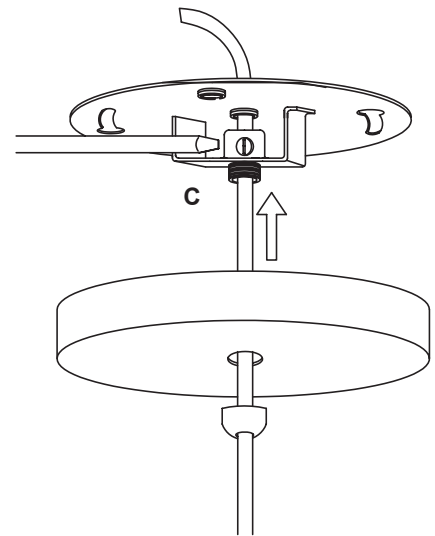
1. Carefully unpack parts. Remove the Canopy (A) from the Mounting Plate by unscrewing the Retainer (B). Fully remove the Retainer from the threaded nipple, then pull the canopy from the Mounting Plate.

**IMPORTANT:**

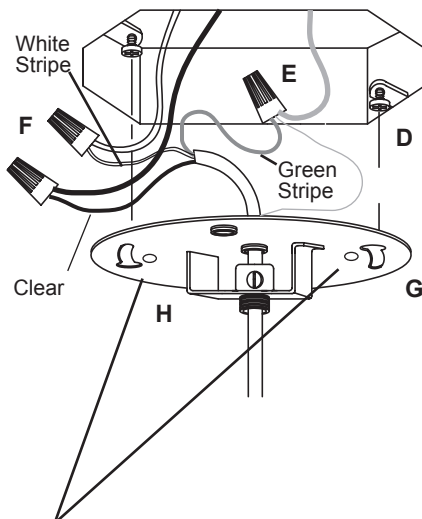
Refer to the **Glass Shade Installation Guide** to determine the glass support parts that must be installed over the Pendant Cord Set, prior to Step 2.

If using the optional 18" Decorative Cord Sleeve(s) (sold separately), cut the sleeve(s) to the desired pendant length. Replace the Retainer (B) with the retainer provided with the 18" Decorative Cord Sleeve. Leave approx. 6" of cord slack to allow installation of glass shade.

2. If the cord length requires adjustment, simply unscrew the Set Screw on the Strain Relief (C). Now push the cord up through the Strain Relief until reaching the desired length. Tighten the Set Screw onto cord until the cord is firmly held in place. To shorten the cord, cut to the desired length then strip back the outer jacket and the inner conductors. When shortening the cord, it is recommended that the polarity is confirmed, per the Polarity Instructions below.



**CAUTION:** Overtightening the set screw could pierce cord and prevent pendant from operating.



3. Install the provided Mounting Screws (D) into the Outlet Box, leaving 1/4" of threading as shown.
4. Attach the house ground wire to the cord green stripe conductor and bare copper lead, then secure with provided wirenut (E). Connect the conductors from the fixture cord to the house supply wires, white stripe to white and clear to black, and secure with wirenuts provided (F).

**NOTE:**

Colored Sleeving Has Been Added To Conductors For Identification.

5. Align the circular openings of the keyhole slots (G) of the Mounting Plate (H) with the Mounting Screws. Push the Mounting Plate up over the Outlet Box until tight to ceiling, then rotate the Mounting Plate Counter-clockwise and secure with Mounting Screws.

**\*IMPORTANT:**

When Mounting To Smaller Boxes, It May Be Necessary To Secure Using These Mounting Holes.

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Model T31T (1 Light Flat Canopy 120V)



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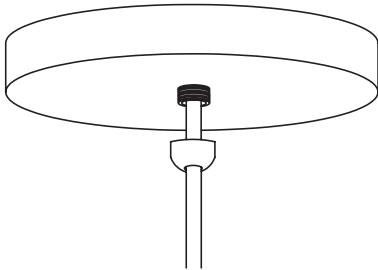
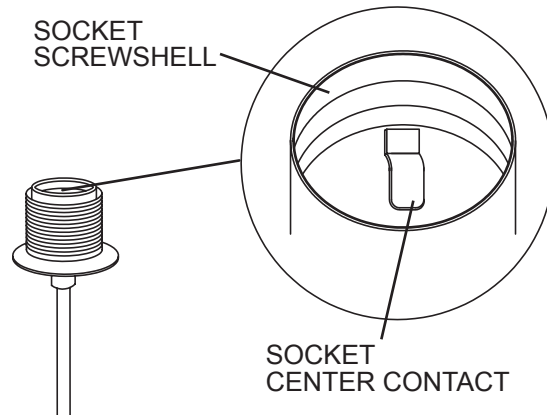
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## POLARITY INSTRUCTIONS

Using a Continuity Tester or Multimeter, confirm the following connections:

- Clear Conductor with White Stripe (Neutral/White) is connected to the Socket Screwshell. This wire is to be connected to house supply white conductor.
- Clear Conductor (Hot/Black) is connected to the Socket Center Contact. This wire is to be connected to house supply black wire.



6. Lift the canopy up to the ceiling and tighten with the Retainer, but do not overtighten.

### NOTE:

Overtightening can cause the Retainer to be difficult to unscrew. If this occurs, usually rotating the canopy counter-clockwise will help to unlock the Retainer.

7. Proceed to the **GLASS SHADE INSTALLATION GUIDE**.

8. Restore power.

All electrical connections and the installation of this fixture must be in agreement with local codes, ordinances or the NEC (National Electric Code) or CEC (Canadian Electrical Code).  
Do not connect this fixture to an electrical system that does not provide a means for equipment grounding.

## GLASS SHADE INSTALLATION GUIDE

Model E Series 310 and 315 (Medium Base Pendant Set 120V)



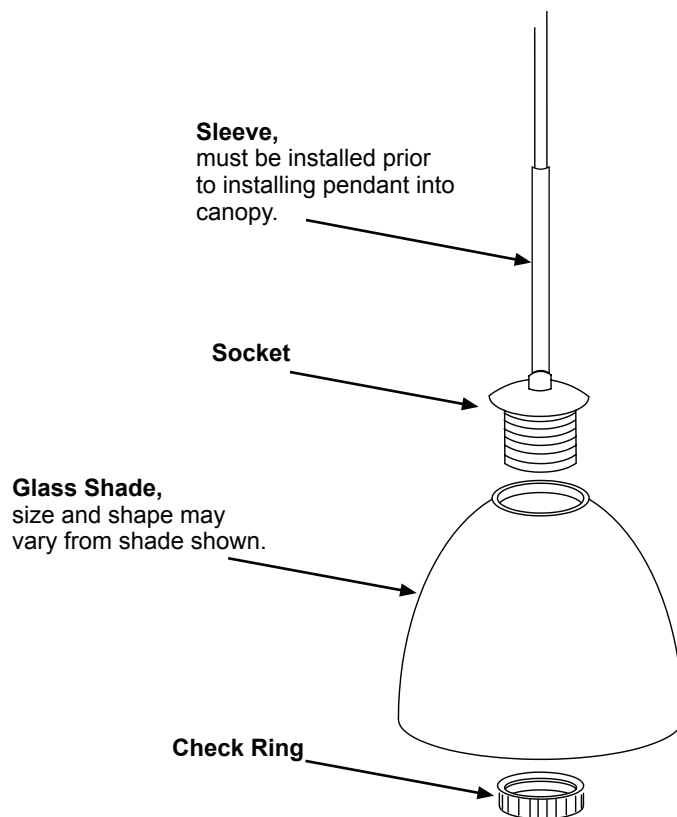
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**IMPORTANT:** For installation of pendants and wiring, please refer to the **Fixture Installation Guide** included with fixture canopy

1. Prior to installing the pendant cord into the ceiling canopy, slide the Decorative Sleeve over the cord. The pendant can now be installed per the **FIXTURE INSTALLATION GUIDE**.
2. Position the Socket through the top opening of the Glass Shade. Secure the Glass Shade by threading the Check Ring on to the Socket.
3. Install bulb per label on luminaire, then restore power.



All electrical connections and the installation of this fixture must be in agreement with local codes, ordinances or the NEC (National Electric Code) or CEC (Canadian Electrical Code).  
Do not connect this fixture to an electrical system that does not provide a means for equipment grounding.