ASSEMBLY INSTRUCTIONS

Diagram 3

Diagram 2

Diagram 1

A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R

Bulb not included

L, S, X, M

Paper Moon Large Hanging Shade

Item # BBL 5123

NOTICE:

This light fixture should be installed in accordance with all applicable, local installation codes, and by a person familiar with the construction and operation of it, as well as the hazards involved. Inspect item and contents carefully. If any damage or defect is found, do not install. Retain all packaging material until installation is complete and approved.

TOOLS REQUIRED (NOT INCLUDED):

Phillips Screwdriver	Slotted Screwdriver	Measuring Tape
Wire Cutters	Wire Strippers	

1. Carefully remove all parts from the box. Place on a clean, soft surface.
2. Remove mounting plate **(B)** from canopy **(J)** by removing collar ring **(K)**.
3. Install shade split washer above knurled ring **(X)** and secure by tightening check ring **(L)** as shown in diagram 1.
4. Locate the three steel hanging cables on top of shade. Run cable through canopy **(J)**, then insert through cable stopper **(G)** by pushing up as shown on diagram 2. Adjust to desired height then repeat steps with remaining cables.
5. Loosen set screw **(F)** using provided screwdriver **(E)** and feed fixture electrical wire **(I)** through collar ring **(K)**, canopy **(J)** and mounting plate **(B)**. Adjust wire to desired length then tighten set screw.
   **NOTE:** Make sure there is no tension on the electrical wire when fixture is fully extended.
6. Cut excess wire, being sure to leave about **12"** to reach the junction box.
7. Install mounting plate **(B)** to the junction box and secure with mounting screws **(C).**
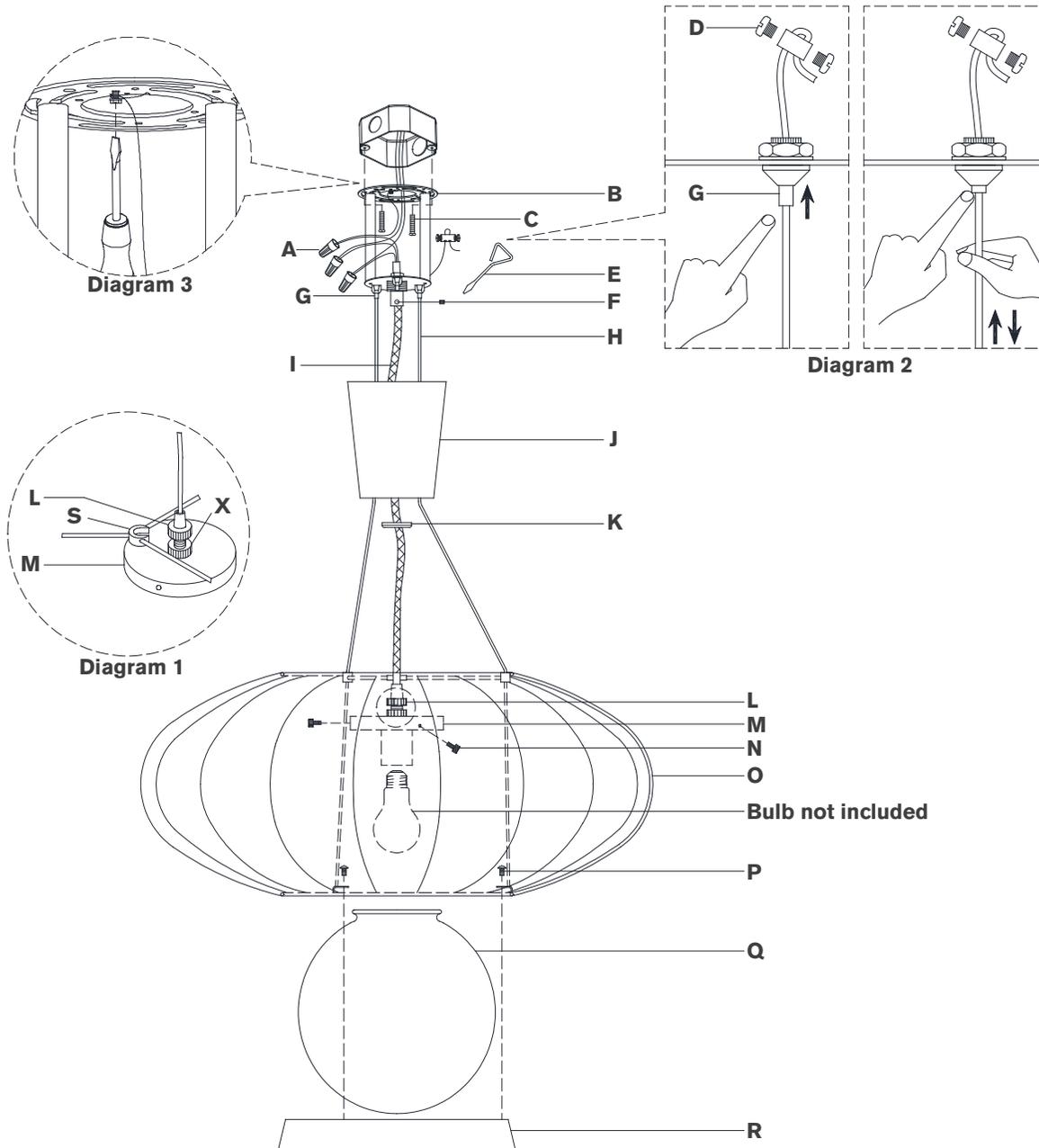
VISUAL COMFORT

DRY | 4

ASSEMBLY INSTRUCTIONS

Diagram 3

Diagram 2

Diagram 1

Bulb not included

Paper Moon Large Hanging Shade

Item # BBL 5123

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8. Remove outer housing of wire by making a neat cut all the way around, about 1" from the end. Make sure not to cut too deep or electrical wires could be damaged underneath. Once cut is made, remove and discard the 1" piece of housing off the end, exposing the electrical wires.

9. Separate wires, and strip insulation on each 5/8".

10. Wrap fixture ground wire (green) around the green grounding screw (see diagram 3). Tighten. Continue fixture ground wire and connect to supply ground wire (usually green or bare copper) using wire nut **(A)**. **NOTE:** It is imperative that the fixture is grounded.

11. Connect fixture neutral wire (white) to the supply neutral wire (usually white) using wire nut **(A)**.

12. Connect fixture hot wire (black) to the supply hot wire (usually black) using wire nut **(A)**. **CAUTION:** Do not reverse the hot and neutral connections.

13. Make sure all wire connections are tight, then carefully tuck into the junction box.

14. Install canopy **(J)** to mounting plate **(B)** and secure with collar ring **(K)**.

15. Install metal ring **(R)** to the bottom of paper shade **(O)** and secure with screws **(P)**.

16. Insert bulb into the socket.

17. Install glass shade **(Q)** to glass holder **(M)** and secure with screws **(N)**. **NOTE:** Do not overtighten otherwise shade could become damaged.

Care Instructions: Clean only with a soft dry cloth or feather duster. Do not use abrasive or chemical agents.

VISUAL COMFORT
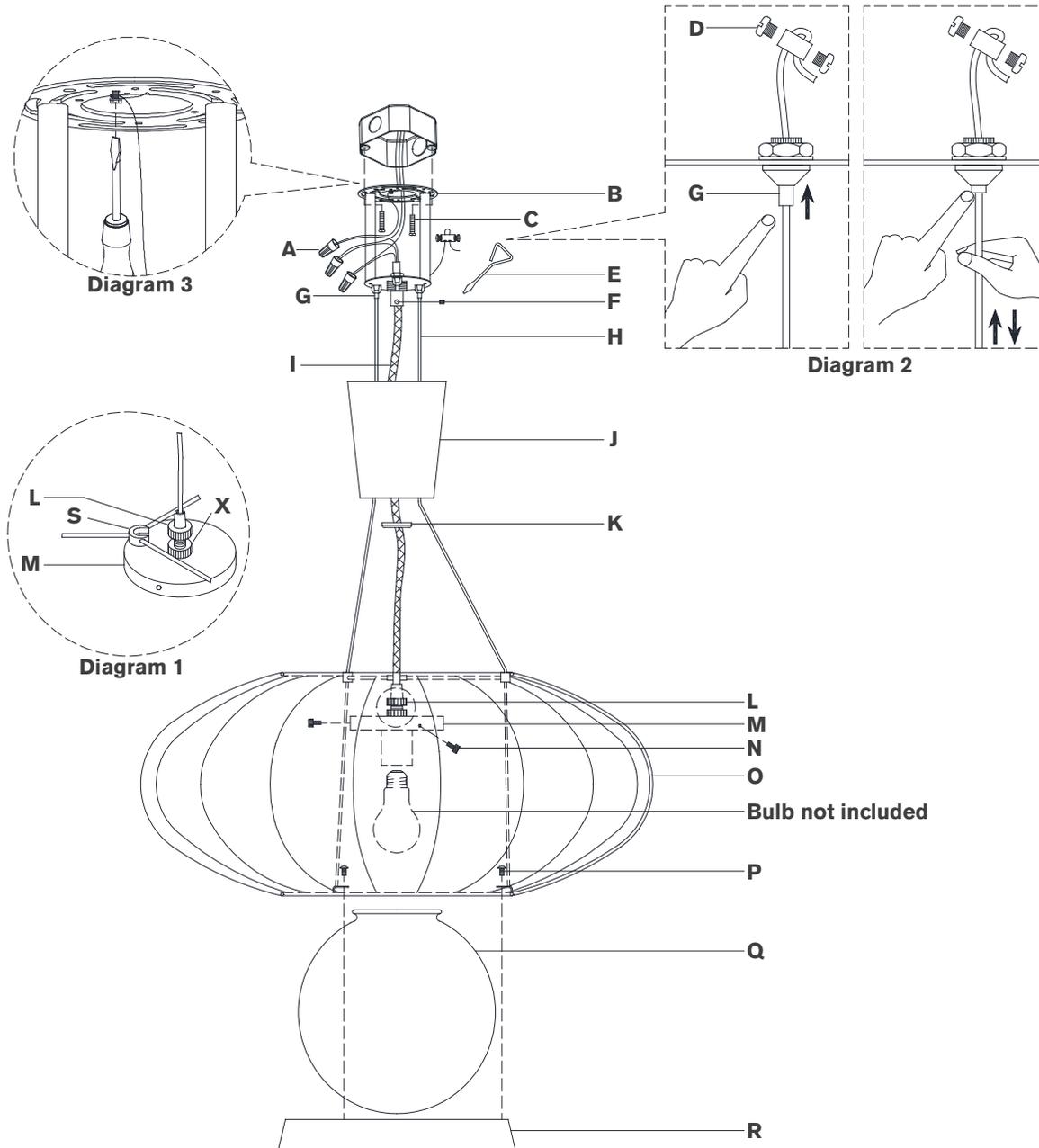
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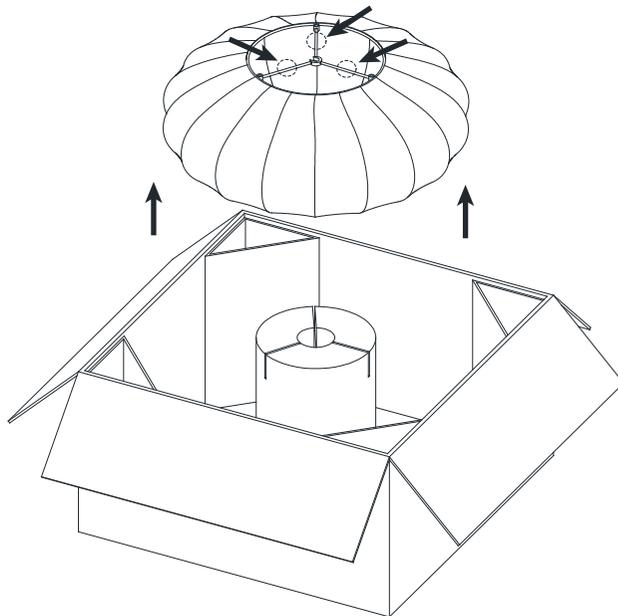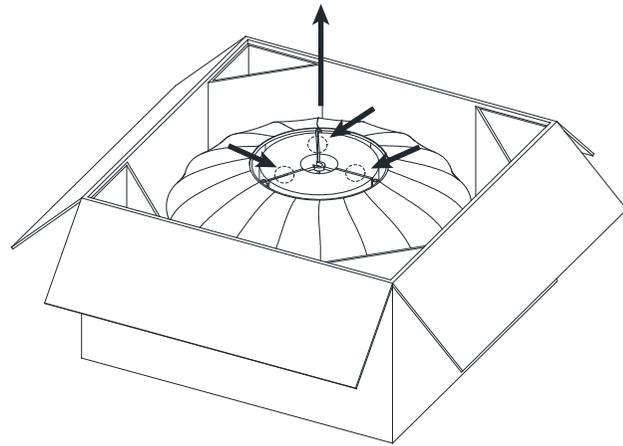
Paper Moon Large Hanging Shade

Item # BBL 5123

NOTICE:

Please follow instructions below to avoid possible damages caused by improper removal.

1. Open box and remove top layer of packaging.
2. Evenly lift item shade in areas indicated by arrows (see diagram) until clear of packaging. Place on clean, soft surface.
   NOTE: Remove slowly to avoid damages.

VISUAL COMFORT