

# P O T T E R Y B A R N

## Flynn Recycled Glass Pendant

### Assembly and Installation Instructions

#### CAUTION:

- **BEFORE INSTALLING FIXTURE, MAKE SURE THE POWER TO THE CIRCUIT IS TURNED OFF AT THE MAIN FUSE BOX / CIRCUIT BREAKER UTILITY BOX.**

#### Important Safety Instructions:

- These instructions are provided for your safety. It is very important that they are read carefully and completely before beginning the assembly and installation of this lighting fixture.
- We strongly recommend that a professional electrician install all direct wire fixtures.
- THIS PRODUCT MUST BE INSTALLED IN ACCORDANCE WITH THE APPLICABLE INSTALLATION CODES BY A PERSON FAMILIAR WITH THE CONSTRUCTION AND OPERATION OF THE PRODUCT AND THE HAZARDS INVOLVED.
- The lighting fixture is meant for indoor use. It must be connected only to 3-wire, single-phase electrical supply systems (provided with Ground wire or equivalent protection system).
- For your safety, it is strongly recommended that two people install the lighting fixture.
- This fixture has been rated for up to one (1) **100-watt maximum TYPE A standard incandescent light bulb** (not included) or one (1) **23-watt compact fluorescent light bulb** (included for California customers only). To avoid the risk of fire, do not exceed the recommended wattage.
- The lighting fixture is meant for indoor use, DRY LOCATIONS ONLY.
- **Save these instructions.**

#### WARNING:

- **To reduce the risk of fire, electrical shock or personal injury, always turn off light fixture and allow it to cool prior to replacing light bulb.**
- **Do not touch bulb when fixture is turned on. Do not look directly at lit bulb.**
- **Keep flammable materials away from lit bulb.**

#### Pre-assembly:

- Remove all parts and hardware from box along with any plastic protective packaging.
- Do not discard any contents until after assembly is complete to avoid accidentally discarding small parts or hardware.
- For your safety and convenience, assembly by two people is recommended.

#### Parts Included:

- (1) Chain (E)
- (1) Canopy (H)
- (1) Crossbar (I)
- (1) Socket (N)
- (1) Threaded Tube (F)
- (1) Closable Link with Screw Cap (O)
- (1) Canopy Loop Ring (P)
- (1) Canopy Hook (Z)
- (1) Light Fixture (M)
- (1) Closable Link with Screw Cap (Y)

#### Hardware Enclosed:

- (2) Mounting Screws (L)
- (1) Lock Washer (A)
- (1) Hex Nut (B)
- (1) Green Ground Screw (J)
- (3) Plastic Wire Nut Connectors (K)

**TOOLS REQUIRED (not included):** Ladder, Phillips Head & Flat Blade Screwdrivers, Wire Cutter/Stripper, Pliers, Electrical Tape and Metal Saw.

## To Adjust the Suspension Length of the Fixture:

1. Note: The adjustment or shortening of the lighting fixture's suspension length is only needed if the factory set chain length is not appropriate for your installation. We recommend that you adjust the chain to the proper desired length before cutting the electrical cord.
2. Determine the lighting fixture suspension length from the ceiling for the product installation, allowing the extra cord length for the outlet junction box wire connections as noted below.
3. If needed, remove the Closable Link with Screw Cap (Y) from the canopy hook (Z) and then loosen the Canopy Loop Ring (P), located in the collar of the Canopy (H), by turning the ring in counterclockwise by hand.
4. Pull out the fixtures 3-wire power cord woven through the 6 Ft. Large Chain (E).
5. The 6 Ft. Large Chain (E) length may be shortened from either end, if desired, cut the chain link by metal saw to separate a link along a split-line formed in each link. Use two pairs of pliers to gently pry the link apart so that a space is created large enough for the link to be removed from the remaining 6 Ft. Large Chain (E). Use a cloth or folded piece of paper between the pliers and the link to protect the finish of the link during bending. For longer lengths of chain to be removed, select the desired link from either end to open and remove the length of 6 Ft. Large Chain (E). Once the 6 Ft. Large Chain (E) is at the desired length, reattach the 6 Ft. Large Chain (E) as needed following the steps outlined below in the "Assembly & Installation Instructions" section. One chain link must be attached to the Closable Link with Screw Cap (Y) and the other chain link must be securely attached to Closable Link with Screw Cap (O) at the top of the pendant (E).
6. Re-weave the fixtures 3-wire power cord through alternating chain links from the pendant all the way up to the top of the 6 Ft. Large Chain (E).
7. Then, thread the 3-wire power cord upwards through the center collar of the Canopy (H) passing through Threaded Tube (F) to the new desired fixture suspension length.
8. Tighten the Canopy Loop ring (P) by turning the ring clockwise by hand and then place the Closable Link with Screw Cap (Y) in canopy hook (Z). Properly secure the 3-wire power cord cable into place. Do not over tighten the canopy loop ring (P). Double check to make sure the 3-wire cord cable does not slip downward. **Note: Do not use the electric cord only, without 6 Ft. Large Chain (E) to support the weight of the lighting fixture. Check to make sure the 3-wire power cord cable is not taut to ensure the wires are not stressed or safety will be compromised.**
9. If needed, (depending upon final fixture hanging position from the ceiling), cut off the extra power cord length on the 3-wire cord cable. Make sure when cutting the power cord to cut the cord so that it is at least 6 inches (152.4 mm) long within the outlet junction box (J-box). Prepare the cut power cord wires using the following steps. Carefully cut away about 3 inches of the outer protective sheath insulation of the three-wire cord cable to expose the three individually insulated wires. Use wire strippers to prepare the ends of the three wires so that there is about 1/2 inch of exposed wire for the Plastic Wire Nut Connectors (K).

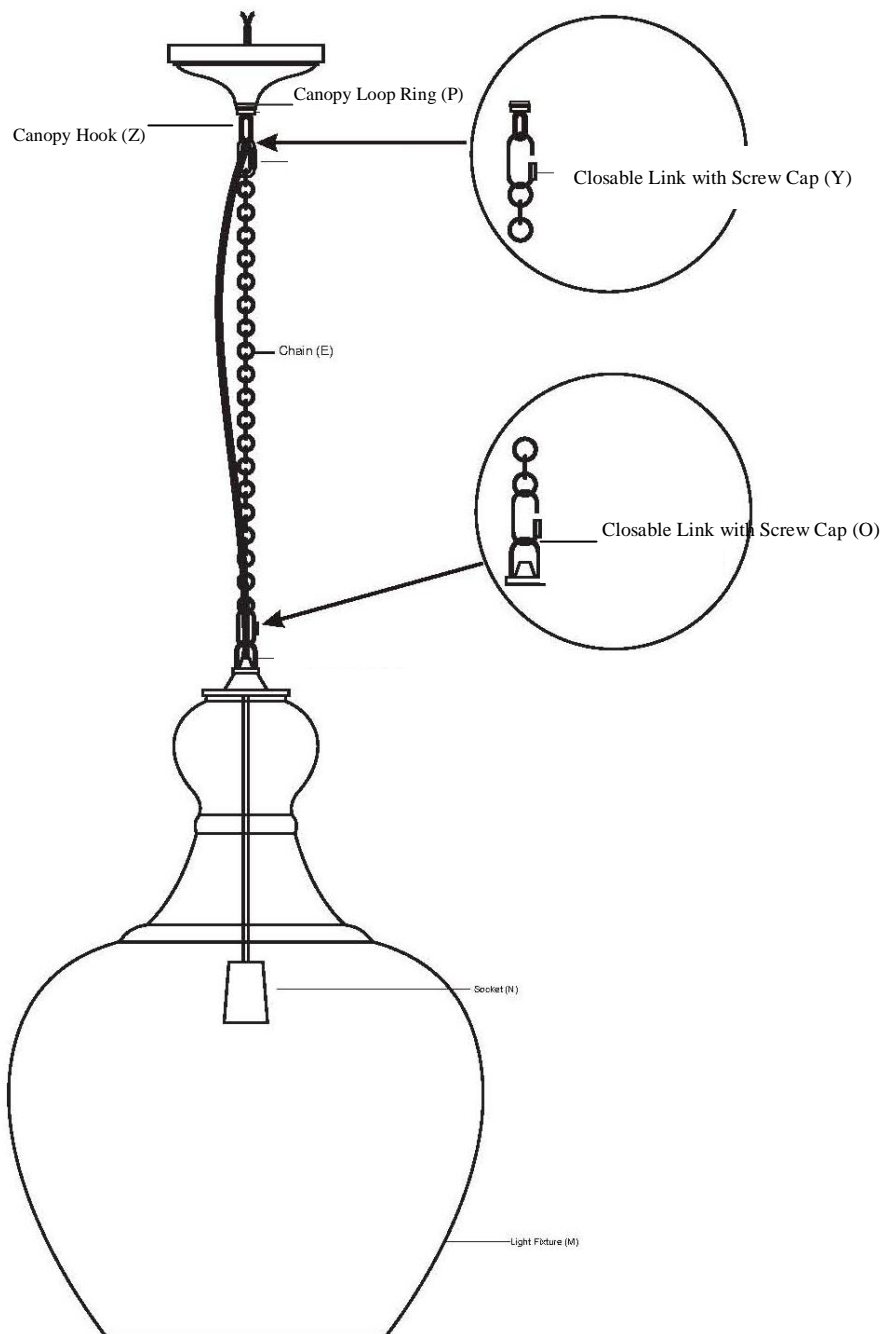
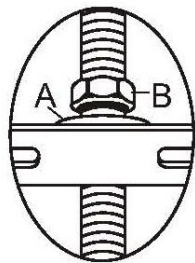
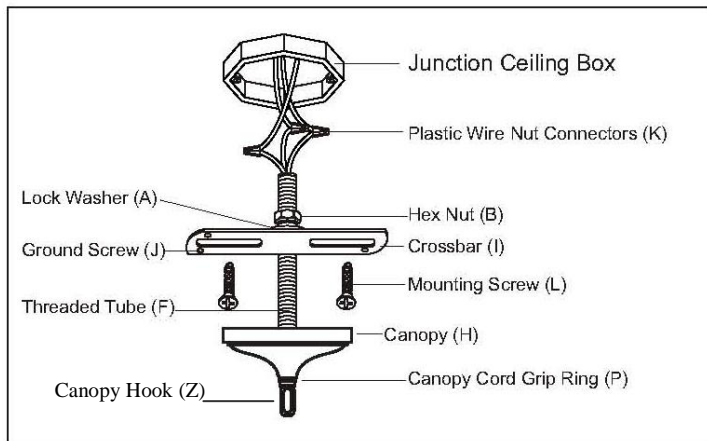
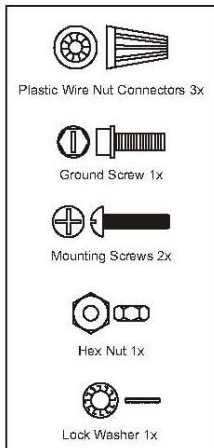
## Assembly & Installation Instructions:

1. **SHUT OFF THE MAIN ELECTRICAL SUPPLY FROM THE FUSE BOX / CIRCUIT BREAKER!**
2. Carefully unpack all fixture parts and hardware and lay them out on a clear workspace.
3. Gently pull existing wire down from the ceiling junction box and allow wires to hang. The HOT or LIVE wire is usually black. The NEUTRAL wire is usually white. Check to see if there is a ground wire that is usually green or green with a yellow stripe or exposed copper metal wire. If needed, use a pair of wire strippers to remove about 1/2 inch of insulation from each wire.
4. Connect one end of chain link to the Canopy Loop ring (P) with the help of Closable Link with Screw Cap (Y) provided.(As shown in illustration). Similarly, connect other end of the chain ring is prefixed with the Closable Link with Screw Cap(O) provided.
5. Lace the pendant's 3-wire power cord cable through alternating chain links from the pendant all the way up through the opening feeding the cable through the center collar of the Canopy (H).
6. Remove the Closable Link with Screw Cap (Y) from the canopy hook (Z) and loosen the Canopy Loop ring (P) by turning the ring counterclockwise by hand. Properly secure the 3-wire power cord cable into place. Double check to make sure the 3-wire cord cable does not slip downward.
7. If needed, (depending upon final fixture hanging position from the ceiling), cut off the extra power cord length on the

3-wire cord cable. Make sure when cutting the power cord to cut the cord so that it is at least 6 inches (152.4 mm) long within the outlet junction box (J-box). Prepare the cut power cord wires using the following steps. Carefully cut away about 3 inches of the outer protective sheath insulation of the three-wire cord cable to expose the three individually insulated wires. Use wire strippers to prepare the ends of the three wires so that there is about 1/2 inch of exposed wire for the Plastic Wire Nut Connectors (K).

8. Carefully inspect the fixtures wires. The NEUTRAL FIXTURE WIRE is White. The HOT FIXTURE WIRE is Black, and the GROUND WIRE is Green.
9. Attach the GROUND WIRE from the fixture to the GROUND JUNCTION BOX WIRE from the ceiling outlet junction box (J-box) (usually green insulation or bare wire). Fasten each together with a Plastic Wire Nut Connector (K) by twisting the connector in a clockwise direction and wrap the connection with electrical tape. Be sure that no wire strands are exposed. If your outlet junction box DOES NOT have a GROUND WIRE, be sure to insert the Green Ground Screw (J) into the Crossbar (I) marked as "GND", facing upwards and wrap the fixture's GREEN ground wire around the Green Ground Screw (J). Tighten screw to clamp ground wire between ground screw head and Crossbar (I). **IT IS IMPERATIVE THAT THE JUNCTION BOX IN YOUR HOME BE PROPERLY GROUNDED!**
10. Connect the NEUTRAL FIXTURE WIRE to the NEUTRAL JUNCTION BOX WIRE (usually white insulation). Fasten each together with a Plastic Wire Nut Connector (K) by twisting the connector in a clockwise direction and wrap the connection with electrical tape. Be sure that no wire strands are exposed.
11. Connect the HOT FIXTURE WIRE to the HOT JUNCTION BOX WIRE (usually black insulation). Fasten each together with a Plastic Wire Nut Connector (K) by twisting the connector in a clockwise direction and wrap the connection with electrical tape. Be sure that no wire strands are exposed. **DO NOT REVERSE THE HOT AND NEUTRAL CONNECTIONS OR SAFETY WILL BE COMPROMISED.**
12. Check the wiring connections and if all looks good, gently tuck the wire connections neatly into the ceiling junction box.
13. Attach the Crossbar (I) onto the ceiling outlet box using the two J-box Mounting Screws (L). Align the slots of the Crossbar (I) with the two threaded holes located on the J-Box. Tighten each screw clockwise with a screwdriver until the Crossbar (I) is firmly secured to the J-Box.
14. Slide the Canopy (H) upward so that the central opening of the Canopy (H) is received and centered by the threaded portion of the Canopy Hook (Z). A section of the threads on Canopy Hook (Z) should be exposed below the Canopy (H). Canopy Hook (Z) should be hanging below the Canopy (H) and the upper rim of the Canopy (H) should be pressing gently against the ceiling surface, covering the junction box. While holding the Canopy (H) firmly in place, position the Canopy loop ring (P) and rotate the **Canopy Loop ring (P)** in clockwise to engage it with the threaded portion of the Canopy Loop ring (P) until secure. Do not over tighten this nut. Finger tight should be sufficient to hold the Canopy (H) firmly in place
15. Place Closable Link with Screw Cap (Y) in the canopy hook (Z). **Note: Do not use the electric cord only, without 6 Ft. Large Chain (E) to support the weight of the lighting fixture. Check to make sure the 3-wire power cord cable is not taut to ensure the wires are not stressed or safety will be compromised.**
16. Insert one (1) **100-watt maximum TYPE A standard incandescent light bulb** (not included) or one (1) **23-watt compact fluorescent light bulb** (included for California customers only)) into Socket (A). **DO NOT EXCEED THE SPECIFIED WATTAGE.**
17. Restore power to junction box and test fixture.
18. Assembly and Installation is complete.

K  
J  
L  
B  
A



#### Care instructions:

- Wipe clean with a soft, dry cloth or static duster.
- Always avoid the use of harsh chemicals or abrasive cleaners as they may cause damage to the fixture's finish.

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