

# STEPS TO BALANCE A CEILING FAN WITHOUT A BALANCING KIT

## STEP 1



### TURN OFF THE FAN

Switch off the fan.

## STEP 2



### CLEAN THE BLADES

Wipe each fan blade to remove dust and buildup.

## STEP 3



### TURN OFF THE POWER

Shut off the power at the breaker for safety.

## STEP 4



### TIGHTEN SCREWS

Check and tighten all screws on the blade arms and mounting bracket.

## STEP 5



### ALIGN BLADE ARMS

Make sure all blade arms are at the same height and angle.

## STEP 6



### LABEL THE BLADES

Use painter's tape to number each blade for easier tracking.

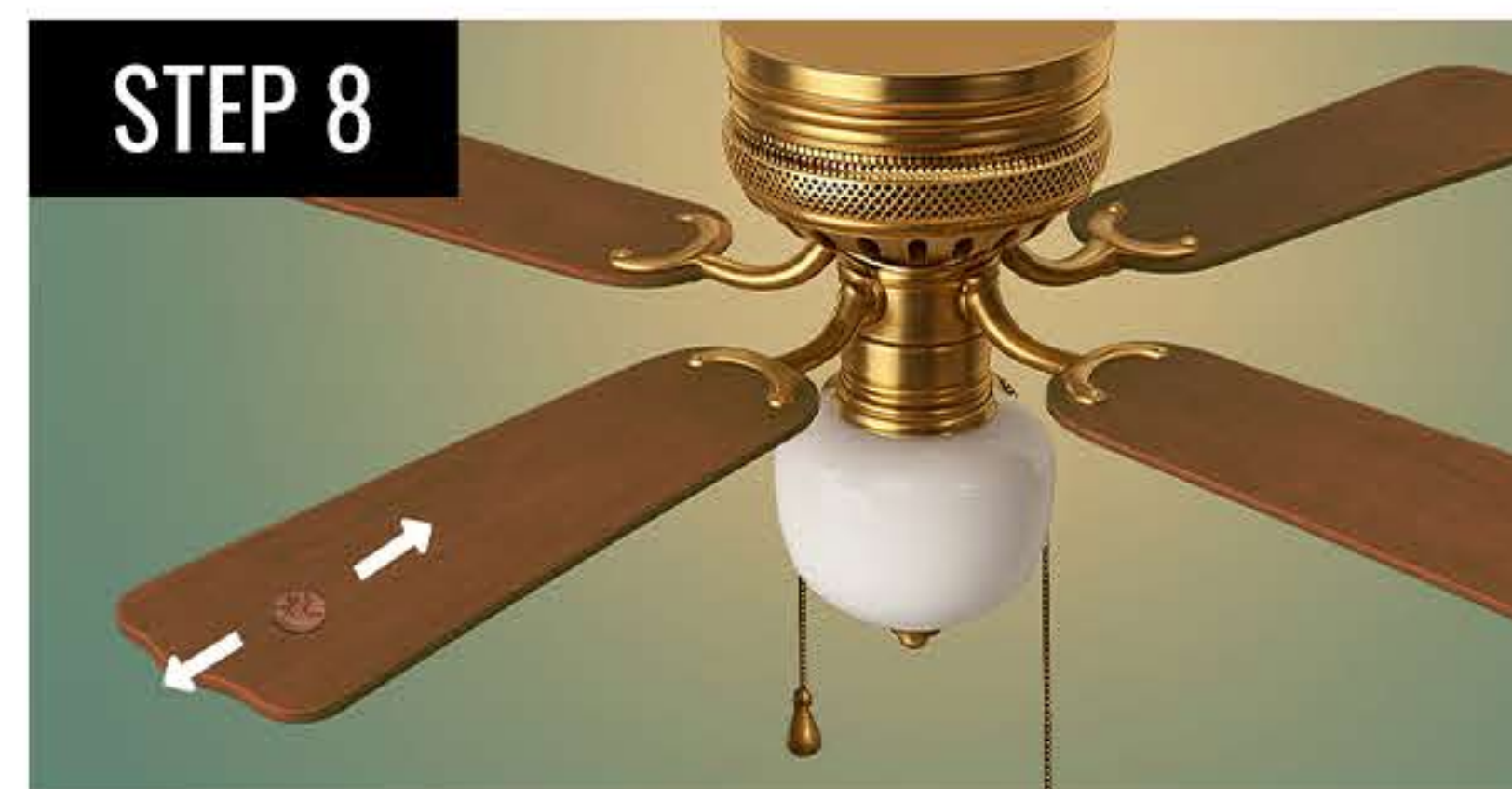
## STEP 7



### SECURE A PENNY

Use painter's tape to secure the penny to the center of blade 1.

## STEP 8



### TEST FOR WOBBLE

Turn the fan on and move the penny 1 inch at a time along each blade. Repeat until wobbling stops.

## STEP 9



### GLUE THE PENNY

Glue the penny to the center of the blade.

## IF THE STEPS ABOVE DON'T WORK

A. REPLACE THE BLADE

B. CALL A PROFESSIONAL ELECTRICIAN & REPLACE THE CEILING FAN