

# Vornado®

WORLD'S FINEST AIR CIRCULATORS

READ AND SAVE THESE IMPORTANT INSTRUCTIONS

**INSTRUCTION MANUAL**

LEA Y TENGA EN CUENTA ESTAS INSTRUCCIONES IMPORTANTES  
INSTRUCTION MANUAL

LIRE ET CONSERVER CES INSTRUCTIONS IMPORTANTES  
INSTRUCTION MANUAL

[vornado.com](http://vornado.com)

MODELS: VFANJR, VFAN, VFANSR, VFANSRP (VFAN SR PEDESTAL)



we expect  
this product  
to be **PERFECT**

if it's not,  
**WE** will make  
it right

vornado.com

800.234.0604

help@vornado.com

# HERE IS WHAT'S INSIDE

Important Instructions .....	4
Features and Benefits .....	7
Pedestal Assembly & Adjustment .....	8
How To Use Your Vornado .....	10
Grill Removal.....	12
Blade Removal .....	12
Cleaning .....	13
Troubleshooting .....	14
Warranty.....	15

Español p.16  
Français p. 30



# IMPORTANT INSTRUCTIONS

## READ ALL INSTRUCTIONS BEFORE USING.

This owner's guide and any additional inserts are considered part of the product. They contain important information about safety, use and disposal. Before using the product, please familiarize yourself with all operating and safety instructions. Please keep all documents for future reference and pass these documents on, together with the product, to any future owner. Please refer to our website for the most current version of our owner's guide.

The following Warning messages are throughout this owner's guide:

### **DANGER**


**Indicates a hazard with a HIGH level of risk which, if not avoided, will result in death or serious injury. Please pay special attention to any instructions given to avoid this threateningly dangerous risk.**

### **WARNING**

**Indicates a hazard with a MEDIUM level of risk which, if not avoided, could result in death, serious injury, minor or moderate injury or potential property damage.**

**INTENDED USE:** This product is intended to circulate the air in indoor living spaces only. This product is not intended for commercial or industrial uses.

The manufacturer assumes no responsibility for damage or injury caused by failure to follow these instructions, improper product use or unauthorized product modification. Any such actions will invalidate the product warranty.

 **WARNING** – When using electrical appliances, basic precautions should always be followed to reduce the risk of fire, electric shock and injury to persons, including the following:

 **WARNING**  
**Risk From Unintended Use and Handling. Please take care to follow these guidelines to avoid risks to people or property:**

- **Do Not** tamper with or modify this product in any way.
- To reduce the risk of fire and electrical shock and injury to persons, **Do Not** use this product in a window.
- **Do Not** immerse this product in water or allow water to drip into motor housing.
- **Do Not** run cord under carpeting. **Do Not** cover cord with throw rugs, runners or similar coverings. **Do Not** route cord under furniture or appliances. Arrange cord away from traffic area and where it will not be tripped over.
- **Do Not** operate any product with a damaged cord or plug after the circulator malfunctions, has been dropped or damaged in any manner. Discard circulator, or return to authorized service facility for examination and/or repair in order to avoid a hazard.
- **Do Not** attempt to repair or replace parts.
- **Do** unplug your circulator before moving or cleaning.
- **Do** clean your circulator regularly. Refer to the CLEANING instructions provided. Never clean the air circulator in any manner other than as instructed in this manual.

- **Do Not** use gasoline, thinners, solvents, ammonias or other chemicals for cleaning.
- **Do Not** use near furnaces, fireplaces, stoves or other high-temperature heat sources.
- **Do Not** position this product too close to draperies because they may be drawn into the rear grill, cutting off airflow.
- **Do Not** carry this product by the cord or use the cord as a handle.
- Use this circulator only as described in this manual. Any other use not recommended by the manufacturer may cause fire, electric shock or injury to persons.

## DANGER

**Risk From Electrical Shock. Contact with wires or components that are under voltage could be potentially fatal:**

- **Do Not** use this product outdoors or exposed to weather or elements.
- **Do Not** use this product on wet surfaces. **Do Not** use this product in a bathtub or shower or position product where it may fall into a bathtub, laundry, swimming pool or other water container.
- **Do Not** use this product if it has a damaged power cord or plug. If the power cord is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified person in order to avoid a hazard.
- To reduce the risk of fire or electrical shock, **Do Not** use this product with any solid state speed control device.
- **Do Not** stretch the power cord or put the cord under strain.
- **Do Not** insert or allow foreign objects to enter any input or output opening, as this may cause risk of electric shock, fire or

damage to the product.

- **Do Not** open appliance housing. To avoid risk of shock, all service and/or repairs must be done by a Vornado Authorized Service Center. Only original replacement parts may be used.
- This appliance has a polarized plug. (One blade is wider than the other.) To reduce the risk of electrical shock, this plug is intended to fit in a polarized outlet only one way. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact a qualified electrician. **Do Not** attempt to override this safety feature.

## WARNING

**Risk From Electrical Connections. Please pay attention to any instructions given to avoid personal injury or property damage:**

- A loose fit between wall outlet (receptacle) and plug may cause overheating and distortion of plug. Discontinue use of product in this outlet. Contact qualified electrician to replace loose or worn outlet.
- To disconnect circulator, turn controls off, then remove plug from outlet.

## WARNING

**Risk to Children and Other At-Risk Groups of People:**

- This appliance can be used by children ages 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.

# IMPORTANT INSTRUCTIONS

## READ ALL INSTRUCTIONS BEFORE USING.

- Children should be supervised to ensure that they do not play with the appliance.
- Cleaning and user maintenance shall not be attempted by children without supervision.
- This product and its packaging material are not toys and should be kept out of reach of children.

This product employs overload protection (fuse). A blown fuse indicates an overload or short-circuit situation. If the fuse blows, unplug the product from the outlet. Replace the fuse as per the user servicing instructions (follow product marking for proper fuse rating) and check the product. If the replacement fuse blows, a short-circuit may be present and the product should be discarded or returned to an authorized service facility for examination and/or repair.

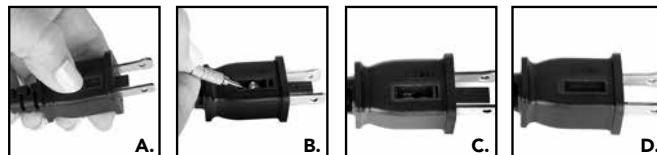
### User Servicing Instructions

Grasp plug and remove from the receptacle or other outlet device. Do not unplug by pulling on cord. Open fuse cover (A.) by sliding access cover on top of attachment plug toward blades. Remove fuse carefully (B.) by gently prying out the ends of the fuse from the receptacle.

**Risk of fire.** Replace fuse only with 2.5 Amp, 125 Volt fuse. Contact Vornado customer service for replacement fuse.  
Phone: 1-800-234-0604 email: [consumerservice@vornado.com](mailto:consumerservice@vornado.com)

Install replacement fuse (C.) by first placing the end of the fuse into the fuse receptacle, which is opposite of the blades of the plug, then

carefully push in the other end. Only push against the metal end of the fuse, not the glass center portion. Close the fuse access cover (D.) by sliding the cover back into the plug until it is completely closed, latches and is flush with the face of the plug. **Risk of fire.** Do not replace attachment plug. Contains a safety device (fuse, AFCI, LCDI) that should not be removed. Discard product if the attachment plug is damaged.



**WARNING:** Changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This equipment may generate, use and/or radiate radio frequency energy that may cause harmful interference to radio communications. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to contact Vornado Consumer Service at 1-800-234-0604.

# FEATURES and BENEFITS

## TWIN AIR CONES



Inlet Guide Cones direct air to the most efficient parts of the propeller blades.

## DEEP-PITCHED PROPELLER BLADES



Deep-pitched propeller blades "bite" off and circulates more air.

## VORTEX TORNADO ACTION



Dual injector cones and powerful blades cause the air leaving to spiral - allowing it to travel farther than typical fans.

## MULTIPLE SPEEDS



For fully flexible performance, Vornado gives you as much or as little air as you desire. VFANJR features two speeds, VFAN & VFANSR, VFANSRP (VFAN SR Pedestal) models feature three speeds.

## FULL ACTION PIVOT HEAD



Direct the airflow with the touch of your fingers with the easy-to-adjust head.

## SAFE and QUIET DESIGN



All moving parts are enclosed for safety and silence.

## ADJUSTABLE HEIGHT



Fully adjustable stand that adjusts from 42" to 55" in height.



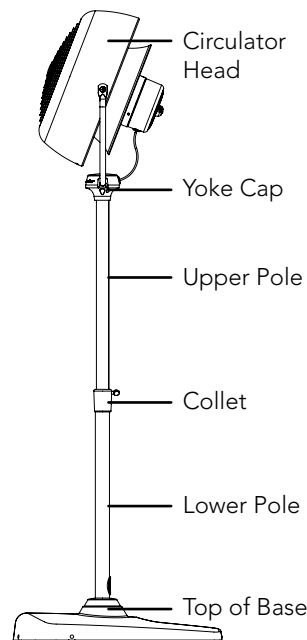
## Circulate All Over the Room

A Vornado circulates all the air in the room so everyone is comfortable. Air in motion feels cooler than air that is stagnant. By providing whole room circulation, a Vornado allows you to turn the thermostat up without sacrificing comfort.

# PEDESTAL ASSEMBLY & ADJUSTMENT

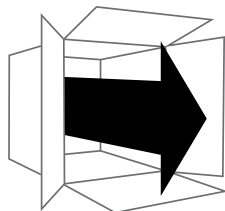
MODEL VFANSRP (VFAN SR PEDESTAL) ONLY — HEX WRENCH REQUIRED (INCLUDED)

**⚠ WARNING:** The power cord is pre-threaded through upper and lower poles. To avoid damaging the power cord, take care when removing product from box packaging.



**For quick assembly, follow these steps:**

1. Place carton on its side on carpeted or other soft surface and gently slide circulator and all packaging components out. Remove all packaging and set aside.

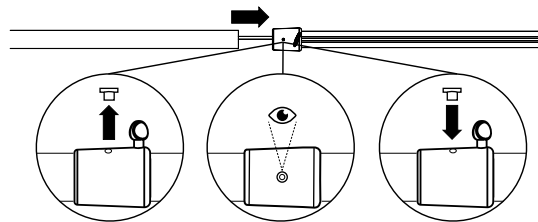


2. Place circulator head face down on soft surface. Align circulator head, upper pole and lower pole. Make sure cord is not entangled and is able to move freely within poles.



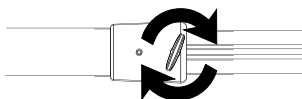
3. Slide lower pole onto upper pole. Using provided hex wrench, use counterclockwise rotations to remove set screw from collet. Slide collet onto lower pole until it stops. Check to make sure holes in collet and pole align. Replace set screw and tighten clockwise with hex wrench.

To avoid damage to product, be sure set screw is fully aligned and engaged with hole in lower pole. **DO NOT** overtighten set screw as this may impair your ability to adjust height.

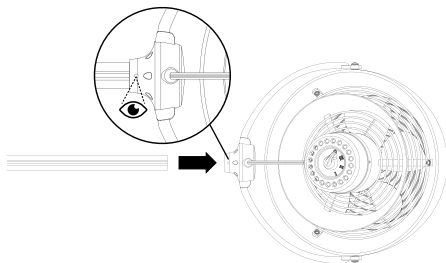




4. Adjust to desired pole length and rotate collet thumb screw clockwise to secure two poles together.

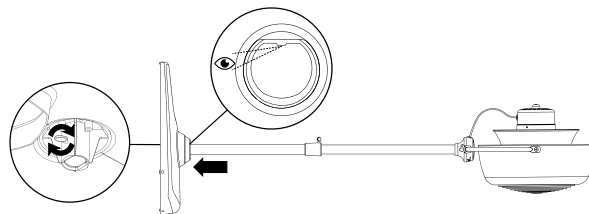


5. Insert top of upper pole into recess on underside of yoke cap. Use hex wrench to tighten set screw on back side of yoke cap.



6. With circulator still resting on soft surface, insert lower pole into recess on

top of base. From underside of base, fully tighten thumb screw to secure.



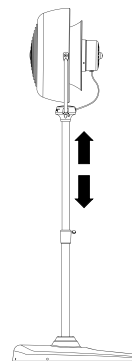
7. With one hand supporting circulator head and one hand on pole, lift VFANSRP (VFAN SR Pedestal) upright.

### To adjust height of circulator:

**Note:** Before adjusting height, check that power cord is not tangled and is able to move freely.

1. Support circulator head with one hand. Use other hand to loosen thumb screw.
2. Adjust pole to desired height and secure into position by fastening thumb screw.

**Note:** After adjusting height, ensure that thumb screw is fully tightened to ensure circulator head does not fall.



# HOW TO USE YOUR VORNADO

WHEN TO USE - SAVES ENERGY YEAR-ROUND

## GETTING STARTED

1 Position your Air Circulator so the beam of air has an unobstructed path from one side of the room to the other.

2 Set speed to medium or low and allow a few minutes for an airflow pattern to be established. (Different airflow patterns can be established by changing the location, angle and speed of the Air Circulator.)

## Summer

Use your Air Circulator with your home's air conditioning system to create brisk, comforting air movement. This breeze will eliminate stagnant air and remove body heat to make you feel cooler.

With Vornado Air Circulators, you can save money on energy bills by raising your thermostat several degrees and still maintaining the same comfort level.

Use with central  
or window air  
conditioning



Push cool air  
up stairs

## Spring & Fall

Your Air Circulator can make the indoors as fresh and pleasant as the outdoors. Place the Air Circulator near an open window, sliding door or French door to take full advantage of mild temperatures and seasonal breezes.

Circulate fresh  
outdoor air



Even room  
temperature

3 Adjust the speed accordingly until a desired comfort level is achieved. Once you discover the added comfort of air circulation, you will use your Vornado Air Circulator season after season.

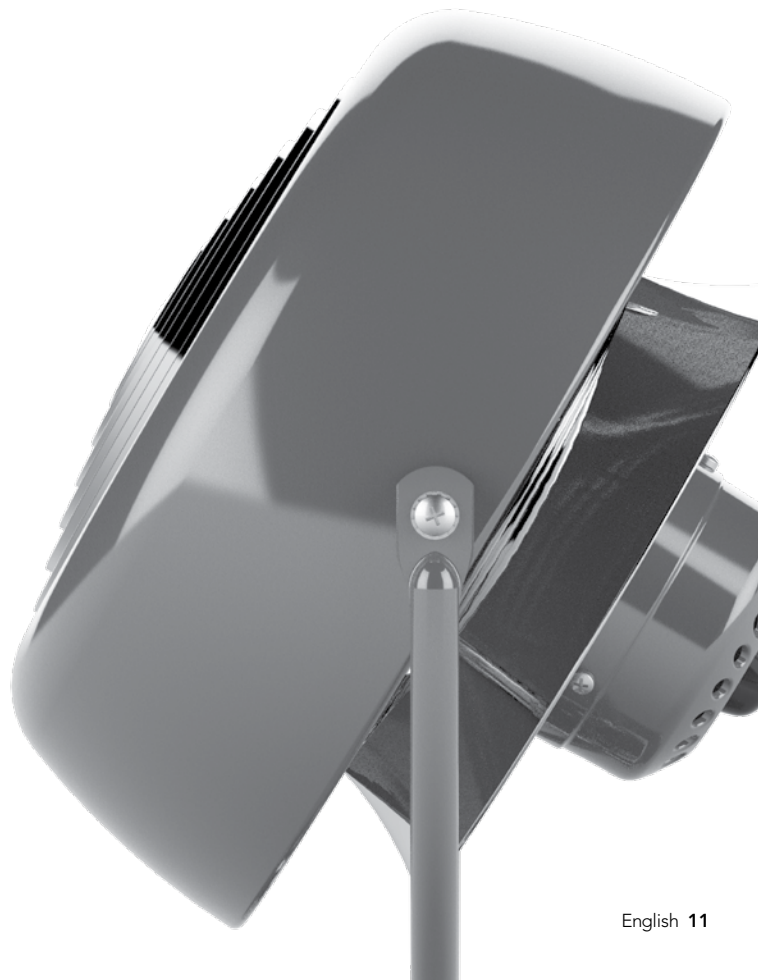
## Winter

Position your Air Circulator in a place with unobstructed upward air movement. Run it only as fast as necessary to lower the heated air from the ceiling – but not fast enough to create a draft. Or, use your Air Circulator with other available heat sources (furnace vents, wood stoves or baseboard heaters) to circulate their warmth, taking full advantage of all available heat in the room. Do not point the Air Circulator at open flames.

*Increase the efficiency of heating sources*



*Replace cold floor air with warm ceiling air*

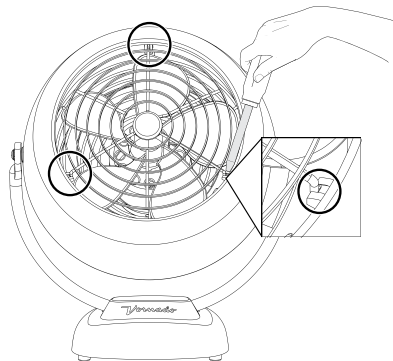


# GRILL REMOVAL

**WARNING:** To avoid risk of fire, electrical shock, or injury to persons, unplug the Air Circulator before removing the grill.

**Tip:** To prevent scratching, gently cover the tip of a flat screwdriver with a soft cloth.

Place flat screwdriver against the angled section of the grill support tab, (as shown) and press outward to allow the grill wire to be released from the support tab. Repeat on second and third grill support tab. To reinstall, relocate grill wire ends into the support tabs, use the flat screwdriver to flex back the support tabs to allow grill to snap into place. Be sure all three grill wire ends are engaged.



# BLADE REMOVAL

**WARNING:** To avoid risk of fire, electrical shock, or injury to persons, make sure the Air Circulator is still unplugged before removing the blade.

It is possible to remove the blade should something accidentally get wrapped around the motor shaft.

Unscrew the Blade Cap clockwise (Fig. 1). Then pull the blade straight out from the shaft (Fig. 2). When replacing, the blade can only go on the shaft one way. Push the blade all the way on the shaft until it bottoms out. Do not use a hammer as this could result in bearing damage. Replace the Blade Cap.

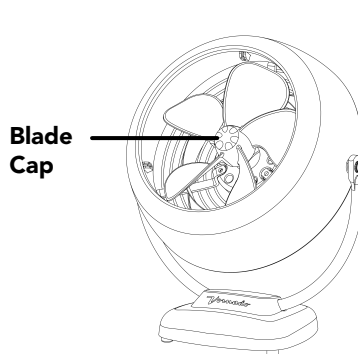


Fig. 1

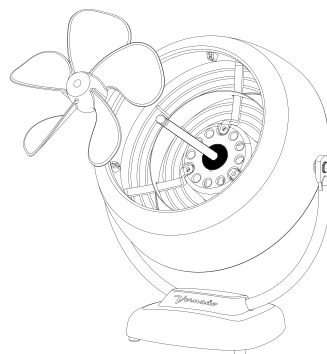


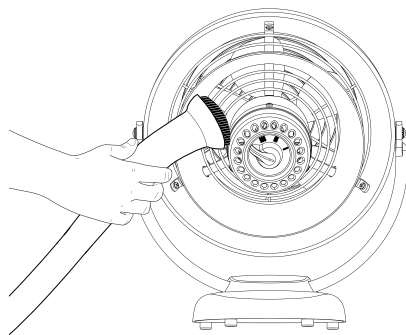
Fig. 2

# CLEANING

Because your Air Circulator moves a substantial amount of air, it will need regular cleaning. To avoid risk of fire, electrical shock, or injury to persons, unplug the unit before any cleaning activity.

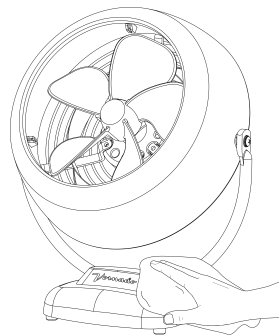


The motor is permanently lubricated and requires no oiling.



**To clean motor cap and inlet ribs:** Use a common household vacuum. Do not use water to clean these parts of the Air Circulator.

**To clean grill:** Remove grill (See GRILL REMOVAL instructions) and dust or wash with a mild dishwashing soap. Do not place grill in the dishwasher. The excessive heat can remove the plating.



**To clean blade:** Wipe with a damp cloth. If your Air Circulator is used in a greasy environment, such as a kitchen, mild soap or a common household cleaner may be necessary. Do not use solvents.

**To clean base:** Wipe with a damp cloth.

# TROUBLESHOOTING

## Problem Possible Cause and Solution

### UNIT FAILS TO POWER ON

Unit is not plugged in. Plug Power Cord into electrical outlet.

Ensure unit fan speed setting is selected.

Plug fuse has blown. Replace fuse. See USER SERVICING INSTRUCTIONS.

Unit is damaged or in need of repair. Cease usage and unplug. Contact Consumer Service for assistance.

The outlet is worn or damaged. Try another outlet or contact a qualified electrician.

### AIRFLOW IS WEAK OR SLOW

Unit set to a low speed setting. Adjust to a higher speed setting.

Airflow is blocked. Remove obstruction.

Adjust direction of airflow towards the user.

### GFCI HAS TRIPPED

Under certain conditions, it is possible for a reset GFCI (Ground Fault Circuit Interrupter) outlet to trip when the user is changing speeds on a Vornado circulator. In this event, change to an outlet that is not connected to a GFCI device. It could also indicate a weak or defective GFCI outlet. Contact a qualified electrician to check the GFCI outlet.

# WARRANTY

## Whole Room Circulator 5 Year Limited Warranty

Vornado Air LLC ("Vornado") warrants to the original consumer or purchaser this Vornado® Whole Room Circulator ("Product") is free from defects in material or workmanship for a period of five (5) years from the date of purchase. If any such defect is discovered within the warranty period, Vornado, at its discretion, will repair or replace the Product at no cost.

### **For warranty or repair service:**

Call 1-800-234-0604 or email [help@vornado.com](mailto:help@vornado.com) to obtain a Return Authorization ("RA") form. Please have or include your Product's model number and serial number, as well as your name, address, city, state, Zip code and phone number when contacting Vornado for warranty service.

### **After receiving the RA form, ship your Product to:**

Vornado Air LLC Attn: Warranty & Repair 415 East 13th Street, Andover, KS 67002. For your convenience, please have your model number and serial number when contacting Vornado with service inquiries. To ensure proper handling, packages must be clearly marked with the RA number. Packages not clearly marked with the RA number may be refused at the receiving dock. Please allow 1-2 weeks for repair and return of your Product after the Product is received.

Repairs not covered by the warranty or outside the warranty period will require a fee to cover the cost of materials, labor, handling and shipping.

This warranty does not apply to defects resulting from abuse of the Product, modification, alteration, mishandling, improper maintenance, commercial use or repair or service of the Product by anyone other than Vornado; damages which occur in

shipment or are attributed to acts of God. Improper product use, which includes using an external device that alters or converts the voltage or frequency of electricity, or shipping a Vornado product to a country not intended for use will void all warranties. Any unauthorized product modification, repair by unauthorized repair center or use of non-approved replacement parts is not recommended and any consequences will not be covered by support services or product warranties. The product warranty will be honored only on models that are being used in the country intended. REPAIR OR REPLACEMENT AS PROVIDED UNDER THIS WARRANTY IS THE EXCLUSIVE REMEDY OF THE CONSUMER. VORNADO SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR BREACH OF ANY EXPRESS OR IMPLIED WARRANTY ON THIS PRODUCT. EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ON THIS PRODUCT IS LIMITED IN DURATION TO THE DURATION OF THIS WARRANTY. Some states do not allow the exclusion or limitation of incidental or consequential damages, or allow limitations on how long an implied warranty lasts, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights, and you may have other rights that vary from state to state. The manufacturer assumes no responsibility for damage or injury caused by failure to follow these instructions, improper product use or unauthorized product modifications. Any such actions will invalidate the product warranty.

All company names and product names are trademarks of their respective owners. ©All rights reserved. All technical information, data and instructions for the installation, connection and operation contained in these instructions for use correspond to the latest available information at time of printing. The contents of this manual may differ slightly from the actual product. Observe any additional supplements.

A large, solid red abstract shape that occupies the upper half of the page. It has a flat top and a bottom edge that slopes upwards from left to right, creating a trapezoidal effect. The red color is a vibrant, slightly dark shade.

**Vornado Air, LLC**  
**415 East 13th Street, Andover, Kansas 67002**  
**800.234.0604 | [vornado.com](http://vornado.com)**