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Lasko 2521

Lasko 2521 16-Inch 3-Speed Oscillating Pedestal Fan Instruction Manual

Model: 2521

INTRODUCTION

This manual provides comprehensive instructions for the safe and efficient use of your Lasko 2521 16-inch 3-Speed Oscillating Pedestal Fan. Please read all instructions carefully before assembly and operation to ensure proper function and safety.



Figure 1: Lasko 2521 Pedestal Fan with indicated airflow.

IMPORTANT SAFETY INSTRUCTIONS

When using electrical appliances, basic precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons. These include:

- Read all instructions before using this fan.
- Always plug fans directly into a wall outlet/receptacle. Never use with an extension cord.
- Do not run cord under carpeting. Do not cover cord with throw rugs, runners, or similar coverings. Arrange cord away from traffic area where it will not be tripped over.
- Do not operate any fan with a damaged cord or plug or after the fan malfunctions or has been dropped or damaged in any manner.
- Do not immerse fan in water.

- Unplug fan from outlet when not in use or when moving fan.
- Do not insert or allow fingers or foreign objects to enter any ventilation or exhaust opening as this may cause an electric shock or fire, or damage the fan.
- Do not block air intakes or exhaust in any manner.
- Do not use outdoors.
- This fan is not intended for use in wet or damp locations.
- This fan is equipped with a fused safety plug. Do not remove or tamper with the plug.

PACKAGE CONTENTS

Verify that all components are present before beginning assembly:

- Fan Head Assembly (includes motor, blades, and front/rear grilles)
- Upper Pole
- Lower Pole
- Round Base
- Base Screws (typically pre-attached to base or included in a small bag)

SETUP AND ASSEMBLY

The Lasko 2521 fan features an easy, no-tools assembly process.

1. **Attach Base:** Place the round base on a flat surface. Insert the lower pole into the opening in the center of the base. Secure it by tightening the screws from the underside of the base.
2. **Connect Poles:** Insert the upper pole into the lower pole. Ensure it clicks into place or is securely fastened by a locking mechanism.
3. **Mount Fan Head:** Carefully place the fan head assembly onto the top of the upper pole. Align the mounting hole on the fan head with the pole and secure it with the provided screw or locking knob.
4. **Adjust Height (Initial):** Loosen the height adjustment collar on the pole, extend the fan to your desired height, and then securely tighten the collar.





Figure 2: Fully assembled Lasko 2521 Pedestal Fan.

OPERATING INSTRUCTIONS

Your Lasko 2521 fan offers multiple settings for personalized comfort.

Power and Speed Control

The fan features an easy-grip rotary control located on the back of the fan head. Turn the knob to select your

desired speed:

- **0:** Off
- **1:** Low Speed
- **2:** Medium Speed
- **3:** High Speed



Figure 3: Rotary control knob for power and speed settings.

Oscillation Function

To activate the wide-area oscillation, push down the oscillation knob located on top of the fan motor housing. To stop oscillation, pull the knob up.

Height Adjustment

The fan's height can be adjusted up to 47 inches. To adjust, loosen the height adjustment collar on the pole, slide the upper pole to the desired height, and then firmly tighten the collar to secure it.





Figure 4: Fan height adjustment mechanism.

Tilt Adjustment

The fan head can be tilted to direct airflow. Gently push the fan head up or down to achieve the desired angle. The fan head will hold its position once set.





Figure 5: Fan head tilt adjustment.

MAINTENANCE

Regular cleaning helps maintain the fan's performance and extends its lifespan.

- Always unplug the fan before cleaning.
- Use a soft cloth to clean the exterior surfaces of the fan.
- To clean the fan blades, you may need to remove the front grille. Refer to the assembly instructions in reverse for grille removal. Ensure the grille is securely reattached before operating the fan.
- Do not use water, alcohol, gasoline, polishes, or other harsh chemicals to clean the fan.
- Store the fan in a cool, dry place when not in use.

TROUBLESHOOTING

If your fan is not operating as expected, consult the following common issues and solutions:

Problem	Possible Cause	Solution
Fan does not turn on.	No power, loose plug, or tripped circuit breaker.	Ensure the fan is securely plugged into a working electrical outlet. Check your household circuit breaker. Verify the control knob is set to a speed (1, 2, or 3).
Fan operates but no air movement.	Blades obstructed or motor issue.	Unplug the fan and check for any obstructions around the blades. If no obstruction, contact customer support.
Oscillation not working.	Oscillation knob not engaged.	Ensure the oscillation knob on top of the motor housing is pushed down.
Fan is noisy.	Loose parts or debris.	Unplug the fan and check for any loose components or debris inside the grille. Ensure the fan is on a stable, flat surface.
Height adjustment slips.	Collar not tightened sufficiently.	Ensure the height adjustment collar is firmly tightened after setting the desired height.

SPECIFICATIONS

- **Model:** 2521
- **Size:** 16 Inch
- **Speeds:** 3 (Low, Medium, High)
- **Control Method:** Rotary Knob
- **Features:** Wide-area oscillation, Tilt-back fan head, Adjustable height
- **Power Source:** Corded Electric
- **Product Dimensions:** 18"D x 17"W x 47"H (maximum height)
- **Item Weight:** Approximately 6.2 Pounds
- **Material:** Plastic / Metal
- **Safety Certification:** ETL Listed
- **Indoor/Outdoor Usage:** Indoor

WARRANTY

This Lasko 2521 Pedestal Fan comes with a **1-year limited warranty** from the date of purchase. This warranty covers manufacturing defects in materials and workmanship under normal use. It does not cover damage resulting from misuse, accident, alteration, or unauthorized repair. Please retain your proof of purchase for warranty claims.

CUSTOMER SUPPORT

For technical assistance, troubleshooting beyond this manual, or warranty inquiries, please contact Lasko customer service. Refer to the contact information provided on the product packaging or the official Lasko website for the most current support details.

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Related Documents - 2521

	<u>Lasko 16" Adjustable Pedestal Fan Instruction Manual Safety, Assembly, Operation</u> Comprehensive instruction manual for the Lasko 16" Adjustable Pedestal Fan (Models 2520, 2521). Includes essential safety warnings, step-by-step assembly instructions, maintenance tips, troubleshooting guidance, operational features, and warranty information.
	<u>Manual de Instrucciones Lasko Ventilador de Pedestal Ajustable de 20" con Control Remoto</u> Obtenga información detallada sobre el ventilador de pedestal Lasko de 20 pulgadas con control remoto. Incluye instrucciones de seguridad, mantenimiento, solución de problemas y garantía para los modelos S20620 y S20625.
	<u>Lasko 18" Adjustable Pedestal Fan with Remote Control (Model S18635) - Instruction Manual</u> Comprehensive instruction manual for the Lasko 18-inch Adjustable Pedestal Fan with Remote Control (Model S18635), covering setup, operation, safety, maintenance, troubleshooting, and warranty information.

	<p><u>Lasko 18" Adjustable Pedestal Fan - Instruction Manual and Safety Guide</u></p> <p>Comprehensive instruction manual and safety guide for the Lasko 18" Adjustable Pedestal Fan (Models S18931, S18910, S18902). Learn about maintenance, troubleshooting, assembly, operation, and warranty information.</p>
	<p><u>Lasko 2511 Tower Fan with Remote Control - Operating Manual</u></p> <p>This document provides operating instructions, safety information, and warranty details for the Lasko 2511 36" Tower Fan with Remote Control. Learn how to assemble, operate, and maintain your fan for safe and efficient use.</p>
	<p><u>Lasko 16-Inch Adjustable Pedestal Fan with Thermostat and Remote Control - Instruction Manual</u></p> <p>User manual and instructions for the Lasko 16-inch adjustable pedestal fan (models S16612, S16614) featuring thermostat and remote control. Includes safety information, assembly, operation, maintenance, and troubleshooting.</p>