

**Beldray**<sup>®</sup> est 1872  
FOR **150** YEARS

**Our multifunctional,  
convenient &  
portable fan**



**3 IN 1**  
**CORDLESS FAN**

INSTRUCTION MANUAL



[www.beldray.com](http://www.beldray.com)

## **Safety Instructions**

When using electrical products, basic safety precautions should always be followed.

Check that the voltage indicated on the rating plate corresponds with that of the power supply before connecting the product.

Children younger than 3 years old should be kept away from the product unless continuously supervised.

Children aged from 3 years and less than 8 years should not plug in, regulate or clean the product or perform user maintenance.

Children aged from 8 years and people with reduced physical, sensory or mental capabilities or lack of experience and knowledge can use this appliance, only if it has been placed in its intended operating position and they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved.

Children should not perform cleaning or user maintenance unless they are older than 8 years and supervised.

This is not a toy – children should be supervised to ensure they do not play with the product.

Always unplug the product and allow to cool fully after use and before any cleaning or maintenance. Normal voltage is still present in this product as long as the product is connected to the electrical source.

If the power supply cord, plug or any part of the appliance is malfunctioning or if it has been dropped or damaged, cease using the product immediately to avoid potential injury.

This appliance contains no user serviceable parts, only a qualified electrician should carry out repairs.

Improper repairs may place the user at risk of harm.

Keep the product and its power supply cord out of the reach of children and away from heat or sharp edges that could cause

damage. This includes any parts of the product that may become hot during use and other heat emitting products.

Keep hands, fingers, hair and any loose clothing away from the rotating parts of the product.

Do not immerse the product in water or any other liquid.

Do not operate the product with wet hands.

Do not leave the product unattended whilst connected to the power supply or when in use.

Do not remove the product from the power supply by pulling the cord; switch it off and remove the plug by hand.

Do not use this product for extended periods of time.

Do not leave the product plugged in or operating overnight.

Do not use the product for anything other than its intended use.

Do not use this product outdoors.

Do not move the product whilst it is in use.

Do not shake the product.

Do not cover the product.

Do not put objects into any of the openings.

Do not clean the product with abrasive chemicals or materials such as scourers, as they may damage the product. This includes insecticide and chemical solvents.

Only lift the product with the carry handles provided.

Always use the product on a flat, stable surface.

Use of an extension cord with the product is not recommended.

This product should not be operated by means of an external timer or separate remote control system, other than that supplied with this product.

This product is intended for domestic use only. It should not be used for commercial purposes.

**WARNING:** If a strong odour is emitted from the product, turn the unit off and unplug it from the mains power supply.



## **Battery Safety**

The supply terminals are not to be short-circuited.

In the event of a battery pack leaking, do not allow the liquid to come in contact with the skin or eyes. If contact has been made, wash the affected area with copious amounts of water and seek medical advice.

Secondary cells and batteries need to be charged before use. After extended periods of storage, it may be necessary to charge and discharge the battery pack several times to obtain maximum performance.

Do not leave a battery pack on prolonged charge when not in use. Do not use any charger other than that specifically provided for use with the product.

Do not use any cell or battery which is not designed for use with the product.

Keep batteries out of the reach of children.

Do not crush, puncture, dismantle or otherwise damage battery packs.

Do not store above 60 °C.

Avoid storage in direct sunlight.

Do not expose battery packs to heat or fire as they may explode.

Do not subject battery packs to mechanical shock.

Do not dispose of exhausted battery packs in household waste.

Once the batteries have been exhausted, dispose of the product at a local recycling station. Contact the local government offices for further details.

This product is fitted with a 3.7 V 6000 mAh rechargeable battery (non-removable.)



## Care and Maintenance

Always wait until the foldable fan has stopped completely and unplug it from the power supply before performing any cleaning or user maintenance.

The front grill of the foldable fan can be removed to gain access to the fan blade for cleaning purposes. Unscrew the aromatherapy cover and carefully remove the washer from the front grill screw. Slide off the front grill to gain access to the blades.

To replace the front grill, slide it onto the front grill screw, and then replace the washer. Screw the aromatherapy cover clockwise back into place, until secure.

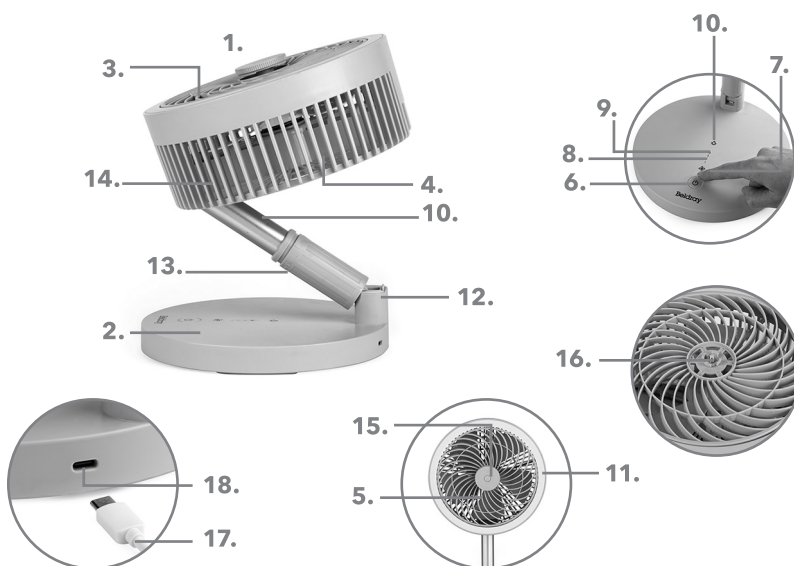
Wipe the foldable fan with a soft, damp, lint-free cloth and allow to dry thoroughly.

Do not immerse the foldable fan in water or any other liquid.

Do not use abrasive cleaning solvents, polishes or scouring pads to clean the foldable fan, as this may cause damage.

**WARNING:** Do not attempt to clean the fan blade whilst the foldable fan is in use, as this could cause injury.

## Description of Parts



- |   |                               |
|---|-------------------------------|
| 1. 3 in 1 Cordless Fan main unit            | 10. LED light button ('☀️')   |
| 2. Base                                     | 11. LED ring light            |
| 3. Front grill                              | 12. Telescopic extension pole |
| 4. Rear grill                               | 13. Extension pole lock       |
| 5. Fan blade                                | 14. Fan angle adjuster        |
| 6. Power button ('⏻')                       | 15. Aromatherapy cover        |
| 7. Speed button ('⚙️')                      | 16. Washer                    |
| 8. Cooling speed indicator lights (1, 2, 3) | 17. USB Type C charging cable |
| 9. Natural wind mode indicator light ('🌿')  | 18. Charging port             |

## Instructions for Use

Before connecting to the power supply, place the foldable fan onto a flat, stable surface, allowing for sufficient distance between the foldable fan and any objects that could get damaged or caught in the fan blade.

### Assembling the 3 in 1 Cordless Fan

The foldable fan arrives fully assembled and folded. Exercise caution whilst reassembling the foldable fan after cleaning.

**STEP 1:** Use the fan angle adjuster to lift the telescopic extension pole to a 90 ° angle. Carefully unfold the fan from the base in an anticlockwise direction and tilt to the desired angle.

**STEP 2:** To adjust the height of the foldable fan, gently pull on the telescopic extension pole until the desired height is reached. To reduce the height, gently push down on the extension pole.

**STEP 3:** To secure the telescopic extension pole in place, twist the extension pole lock in a clockwise direction until the extension pole cannot be moved.

**STEP 4:** To use the aromatherapy feature, unscrew the aromatherapy cover and place on a flat, stable surface. Drop 1 or 2 drops of a suitable aromatherapy liquid onto the material inside the aromatherapy cover. Replace the cover on the foldable fan by screwing in a clockwise direction until secure.

### Wall Mounting the 3 in 1 Cordless Fan

The foldable fan should be mounted on a heat-resistant wall with the base at least 150 cm off the floor and a gap of at least 200 mm on all sides. This will allow for good air circulation and reduce the risk of the foldable fan being covered accidentally. The foldable fan is not suitable for placing in an alcove.

**STEP 1:** Check that the wall on which the foldable fan will be mounted is strong and stable enough to support its weight. Make sure the mounting position observes the safe distance requirements.

**STEP 2:** Using a pencil, mark two screw hole locations 100 mm apart. For the third screw hole, measure halfway between the two holes and downwards by 110 mm. Make sure the locations are marked accurately before drilling.

**STEP 3:** Using a suitable drill bit, drill pilot holes at the marked locations. Consult a qualified professional if required.

**STEP 4:** Insert a wall plug (not included) into each pilot hole so that the wall plug sits flush with the wall surface. Position an appropriately sized screw (not included) into each wall plug and fix into place using a screwdriver. Make sure a suitable amount of the screw head protrudes from the wall plug for the fan to hang from.

**STEP 5:** Place the foldable fan onto the wall mounted screws, checking that each screw has properly engaged with the foldable fan and can support its weight.

**STEP 6:** The fan can be extended and tilted following the instructions in the section entitled 'Using the Cordless Foldable LED Fan'.

**NOTE:** The foldable fan must be placed in a location with adequate ventilation where it is unlikely to be covered or damaged accidentally.

**CAUTION:** Check that no electrical, plumbing or gas supplies are situated beneath the surface of the wall before drilling.

Testers are available from all good DIY stores.

Do not leave the foldable fan operating unattended for extended periods of time.

**WARNING:** Only extend the telescopic extension pole to max. 30 cm when the fan is mounted to a wall. Extending any further will affect its stability.

### **Charging the 3 in 1 Cordless Fan**

The foldable fan is fitted with a 3.7 V 6000 mAh battery (non-removable). It is recommended that the battery is fully charged before first use; this will take approx. 5 hours. Connect the Type C port end of the USB charging cable into the charging port on the foldable fan and the USB end to a compatible USB port.

Whilst charging, the four LED indicator lights will flash. Once the battery has fully charged, the four LED indicator lights will fully illuminate.

Carefully disconnect both ends of the USB charging cable and store it safely for future use.

**NOTE:** It is advised that the product is not used whilst charging, as this could reduce the life of the battery.

## Using the 3 in 1 Cordless Fan

**STEP 1:** Check that the USB charging cable is unplugged from the fan.

**STEP 2:** To turn on the fan, press '⏻'. The first cooling speed indicator light will illuminate to signal the fan is operating at speed setting 1.

**STEP 3:** To increase the fan speed press '🌀' once for speed setting 2 or twice for speed setting 3.

**STEP 4:** To activate natural wind mode press '🌀' to cycle through the settings until the natural wind LED indicator light ('🌿') starts to flash. Slightly loosen the aromatherapy cover; the front guard will begin to rotate to create a natural wind effect.

**STEP 5:** Turn off the fan by pressing '⏻' until the blade stops rotating and no LED indicator lights are flashing.

**NOTE:** To check the remaining battery life of the foldable fan during use, press and hold '⏻' for approx. 4 seconds. The indicator lights will illuminate for approx. 3 seconds to show the battery charge level; 1 illuminated indicator light signals that the foldable fan is 25 % charged, 2 signal it is 50 % charged, 3 signal it is 75 % charged and 4 signal it is fully charged. The desk fan can be tilted vertically up to 180 ° to adjust the direction of the airflow.

**WARNING:** Do not cover the fan head.

## Using the LED Light

**STEP 1:** To turn on the LED light, press the '💡'. To turn off the LED light, push '💡'.

**STEP 2:** To adjust the brightness of the LED light whilst it is switched on, press and hold '💡' until the desired brightness is achieved.

## Troubleshooting

Problem	Cause	Solution
The fan blade is not moving.	The foldable fan is not charged.	Charge the foldable fan before switching it on, following the instructions in the section entitled 'Charging the 3 in 1 Cordless Fan'.
The telescopic extension pole is falling over.	The extension pole lock is not securely locked.	Twist the extension pole lock in a clockwise direction until the extension pole cannot be moved.

## Specifications

Product code: EH3413GRB150

Charging voltage: 5 V  2 A

Voltage: 3.7 V 

Output: 9 W

Battery capacity: 6000 mAh





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If this product does not reach you in an acceptable condition please contact our Customer Services Department at **[www.beldray.com](http://www.beldray.com)**

Please have your delivery note to hand as details from it will be required.

If you wish to return this product please return it to the retailer from where it was purchased with your receipt (subject to their terms and conditions).

## **Guarantee**

All products purchased as new carry a manufacturer's guarantee; the time period of the guarantee will vary dependent upon the product. Where reasonable proof of purchase can be provided, Beldray will provide a standard 12 month guarantee with the retailer from the date of purchase. This is only applicable when products have been used as instructed for their intended, domestic use. Any misuse or dismantling of products will invalidate any guarantee.

Under the guarantee, we undertake to repair or replace free of any charge any parts found to be defective. In the event that we cannot provide an exact replacement, a similar product will be offered or the cost refunded. Any damages from daily wear and tear are not covered by this guarantee, nor are consumables such as plugs, fuses etc.

Please note that the above terms and conditions may be updated from time to time and we therefore recommend that you check these each time you revisit the website.

Nothing in this guarantee or in the instructions relating to this product excludes, restricts or otherwise affects your statutory rights.

## **Disposal of Waste Batteries and Electrical and Electronic Equipment**



This symbol on the product, its batteries or its packaging means that this product and any batteries it contains must not be disposed of with household waste. Instead, it is the user's responsibility to hand this over to an applicable collection point for the recycling of batteries and electrical and electronic equipment. This separate collection and recycling will help to conserve natural resources and prevent potential negative consequences for human health and the environment due to the possible presence of hazardous substances in batteries and electrical and electronic equipment, which could be caused by inappropriate disposal. Some retailers provide take-back services which allow the user to return exhausted equipment for appropriate disposal.

**It is the user's responsibility to delete any data on electrical and electronic equipment prior to disposal.** For more information about where to drop batteries, electrical and electronic waste off, please contact the local city/municipality office, household waste disposal service, or the retailer.



\*To be eligible for the extended guarantee, go to [guarantee.upgs.com/beldray](https://guarantee.upgs.com/beldray) and register your product within 30 days of purchase.

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