INSTRUCTIONS FOR CHANGING BEARINGS ON FANS

DUPLICATION SPLIT PILLOW BLOCK BEARINGS

1. Shut off power to fan. Use standard lockout procedure.
2. Remove belt.
3. Loosen the set screw of the pulley on the shaft and remove fan pulley.
4. Note position of impeller in relation to inlet orifice.
5. To insure correct spacing of new bearings, measure the distance between old bearings and distance between bearing and end of shaft.
6. Remove bolts from bearing cap.
7. Remove impeller and shaft assembly.
8. Drive roll pin out of impeller, where used. Remove shaft-bearing assembly.
   **NOTE:** Impellers are secured to the shaft with roll pins, or set screws, or a combination of both. Be sure all retainers are loosened before attempting to remove impeller.
9. Loosen set screws in bearing set collars. Where locking type collars are used, the collars should be removed.
10. Remove bearings and neoprene rings.
11. Install new bearings into neoprene rings and onto the shaft.
12. Position bearings in die formed recess and tighten set screws. If locking collar type is used, collar must first be positioned against inner race on bearing nearest impeller and turned in direction of impeller rotation with drift pin and hammer until locks. Locking collars must be on inboard (facing) sides of the bearings. Secure locking collar with set screw. Lock and secure other bearing to shaft in same manner.
13. Place impeller on correct end of shaft and secure with roll pin or set screw.
14. Check positioning of impeller. Its relationship to the inlet orifice must be same as was found in step 3.
15. Replace die formed bearing cap and tighten four bolts.
16. Place pulley on shaft and align with motor pulley.
17. Replace belt and adjust tension.

PILLOW BLOCK BEARINGS

1. Shut off power to fan. Use standard lockout procedure.
2. Remove belt.
3. Loosen the set screw of the pulley on the shaft and remove fan pulley.
4. Note position of impeller in relation to inlet orifice.
5. To insure correct spacing of new bearings, measure the distance between old bearings and distance between bearing and end of shaft.
6. Remove bolts from bearing flanges.
7. Remove impeller and shaft assembly.
8. Drive roll pin out of impeller, where used. Remove shaft-bearing assembly.
   **NOTE:** Impellers are secured to the shaft with roll pins, or set screws, or a combination of both. Be sure all retainers are loosened before attempting to remove impeller.
10. Remove bearings.
11. Slide new bearings onto the shaft to desired location and bolt bearing blocks loosely to support base.
12. Slide shaft back and forth in secured bearing (do not drive with steel hammer) and rotate to make certain it turns freely.
13. Replace impeller onto shaft and drive roll pin into place.
14. Check correct positioning of impeller with inlet orifice.
15. Tighten bearing bolts securely to support base.
16. Tighten bearing set screws against shaft.
17. Place fan pulley on shaft and align with motor pulley.
18. Replace belt and adjust tension.
ACCEPTANCE All orders and sales are subject to written acceptance by an executive officer of the Company at Muskogee, Oklahoma, and are not binding on the Company until so approved.

DELIVERY All shipping and delivery dates are estimates. The Company reserves the right to make deliveries for mutual convenience. Neither price nor terms of payment specified, the Company may require full or partial payment in advance.

Pro rata payments shall become due as shipments are made. Each shipment or delivery shall constitute a separate sale, and the default of any shipment or delivery shall constitute a separate sale, and the default of an entire lot shall not release the Company from any liability for any part of the lot.

SALES AND SIMILAR TAXES The Company’s prices do not include sales, use, or excise, or similar taxes. Company shall be billed for all applicable taxes. Failure to include the amount of any present or future sales, use, or excise, or similar taxes on the face of the invoice shall not estop the Company from asserting any lien arising from any taxes attributable to the sale of the products described herein. All such taxes shall be paid by the Purchaser, or in lieu thereof, the Purchaser shall provide the Company with a tax exemption certificate acceptable to the taxing authorities.

CANCELLATION Any contract resulting from the Purchaser’s order may be canceled by the Purchaser only by negotiations and upon payment of all cancellations charges which will take into account expenses already incurred and commitments made by the Company.

DESIGN CHANGES The Company reserves the right to make changes in design, improvements and additions in and to its products without notice, and assumes no liability or obligations to itself to apply or install the same in any order, contract, or other writing, without liability to the Company.

TITLE The title and right of possession of the products sold herein shall remain with the Company and such products shall remain the property of the Company until paid for in full and the Purchaser agrees to do all acts necessary to perfect and maintain such right and title in the Company.

PRICE ADJUSTMENTS Prices are subject to change upon notice to the Purchaser. Prices on existing orders are subject to surcharges in the event of cost increases of metals and transportation. All complete and / or partial shipments hereunder, or final deliveries (whether evidenced by notes or otherwise) shall have been made in full in accordance with the terms of purchase and the Purchaser agrees to do all acts necessary to perfect and maintain such right and title in the Company.

SAFETY ACCESSORIES The Company manufactures products designed to serve multiple applications and offers a wide range of safety equipment, including guards and other devices, as may be required to meet the conditions specified by the Purchaser.

WARNING The Company products are designed and manufactured to provide reliable performance but they are not guaranteed to be 100% free of defects. Even reliable products will experience occasional failures and this possibility should be recognized by the Purchaser and all End Users. If these products are used in a life support ventilation system shall be extended for a period equal to the time lost in the operation of the system.

The rights, obligations and remedies of Purchaser and the Company, the interpretation of these terms and conditions and the sale of products hereunder and all claims and actions arising hereunder, shall be governed by Oklahoma law, without regard to any principles of conflict of laws.

ARBIRITATION Any dispute arising under or in connection with these terms and conditions or the sale of products shall be settled by binding arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator shall be entered in any court having jurisdiction thereof. The dispute shall be resolved by one neutral arbitrator who shall not have affiliation with either Purchaser or the Company. The award shall be selected by the American Arbitration Association or by agreement on the Company’s quotation, sales order acknowledgment or invoice.

APPLICABLE DOCUMENTS The agreement between the Company and the Purchaser relating to the products includes these terms and conditions of sale, any agreements and documents provided by the Company and any terms appearing on the Company’s quotation, sales order acknowledgment or invoice.

LIMITED WARRANTY The Company is not responsible for the cost of removal of the defective part or parts, damages due to removal, or any expenses incurred in shipping the product or part to or from the Company’s plant, or the installation of the repaired or replaced product or part. The warranties set forth above do not apply to any components, accessories, parts or attachments manufactured by other manufacturers, such being subject to the manufacturer’s warranty, if any. To the extent not prohibited by the manufacturer’s warranty, the Company shall pass through to Purchaser such manufacturer’s warranty.

The Purchaser’s expense for inspection by the Company. The Company shall replace, or at its option repair, free of charge, any product it determines to be defective, and it shall ship the repaired or replacement product to Purchaser F.O.B. point of shipment; provided, however, if circumstances are such as in the Company’s judgment to require payment to remit for the products, or the Company’s judgment to require payment to remit for the products, the Purchaser’s sole and exclusive remedy shall be the repair or replacement of the defective product, or the return of the part of the invoice price, paid to the Company, for the defective product or part.

The Company does not reserve the right to remove or replace the defective part or parts, damages due to removal, or any expenses incurred in shipping the product or part to or from the Company’s plant, or the installation of the repaired or replaced product or part. The warranties set forth above do not apply to any components, accessories, parts or attachments manufactured by other manufacturers, such being subject to the manufacturer’s warranty, if any. To the extent not prohibited by the manufacturer’s warranty, the Company shall pass through to Purchaser such manufacturer’s warranty.

The COMPANY’S WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, OR IMPLIED WARRANTIES ARISING BY LAW OR OTHERWISE, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE HEREBY EXPRESSLY DISCLAIMED. THIS WARRANTY CONSTITUTES THE COMPANY’S SOLE AND EXCLUSIVE REMEDY FOR DEFECTIVE GOODS AND PURCHASER’S SOLE AND EXCLUSIVE REMEDY FOR DEFECTIVE PRODUCTS.

There is no employee, agent, dealer, or other person authorized to give any other warranties on behalf of the Company. The Company shall not be liable for any other warranties (whether manufactured by the Company or otherwise) not specifically authorized by this sale.

The Company makes no warranty to anyone for any products not manufactured by the Company and shall not be responsible for any losses or claims (whether manufactured by the Company or otherwise) not specifically authorized by this sale and acknowledged by Purchaser.

The Company’s maximum liability to Purchaser is as set forth above. The Company is not responsible for any loss, injury, death or property damage including, but not limited to, claims arising out of the Purchaser’s or any end user’s installation or use of the products. The Purchaser shall indemnify and hold the Company harmless.

LIMITATION OF LIABILITY The Company hereby disclaims any and all liability for all claims in any way relating to or arising out of the products, including, but not limited to, any cause of action sounding in contract, tort, or strict liability, shall not exceed the total amount of the purchase price paid for those products which are the subject of any such claim. This limitation of liability is intended to apply without regard to whether other provisions of this Agreement have been breached or whether other claims are invalid or ineffective even if the Company has been advised of the possibility of such claims or demands. In no event shall the Company be liable to the Purchaser or any other person for any loss of profits or any incidental, special, or consequential loss, damage, or expense (whether pecuniary or non-pecuniary) or for any claim, demand, or expense (including attorney fees) for any claims or demands brought by the Purchaser or such other persons.

LIMITATION OF ACTION The Company’s maximum liability to Purchaser and any other persons for all claims in any way relating to or arising out of the products, including, but not limited to, any cause of action sounding in contract, tort, or strict liability, shall not exceed the amount of the purchase price paid for those products which are the subject of any such claim. This limitation of liability is intended to apply without regard to whether other provisions of this Agreement have been breached or whether other claims are invalid or ineffective even if the Company has been advised of the possibility of such claims or demands. In no event shall the Company be liable to the Purchaser or any other person for any loss of profits or any incidental, special, or consequential loss, damage, or expense (whether pecuniary or non-pecuniary) or for any claim, demand, or expense (including attorney fees) for any claims or demands brought by the Purchaser or such other persons.

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