

## Ceiling Medallions

### INSTALLATION INSTRUCTIONS

#### Tools & Materials Needed

Ceiling Medallion Installation Instructions  
Hammer / Finish Nails / Nail Set / 1" Brad Gun  
Adhesive / Caulking Gun  
Tape Measure / Pencil  
Level  
Caulking (paintable latex)  
Sandpaper Coarse / Fine  
Utility Knife  
String  
Drill / Hole Saw

#### Preparing Your Workspace

- 1 - Remove clutter from the floor space to insure a safe working environment
- 2 - Make sure all work and mounting surfaces are clean and dry before installation
- 3 - Decor can be finished before installation and touched up as needed
- 4 - Make sure paint/finish is dry before installing
- 5 - Follow manufacturer's instructions when using tools and materials

#### Before Installation

- 1 - Read all of these instructions before getting started
- 2 - If the medallion is to have a ceiling fan, chandelier or light below it, make sure the power is shut off at the breaker. Turning off the light switch WILL NOT prevent you from being shocked. If you have any doubts call a professional electrician. Check with a local electrician to insure your fixture conforms to local codes and regulations.
- 3 - Medallions cannot support the weight of a fan or light fixture. Likewise the fan or light fixture should not be used to support the medallion.
- 4 - If the medallion is being installed without a fixture, follow the instructions on finding the center of a room.

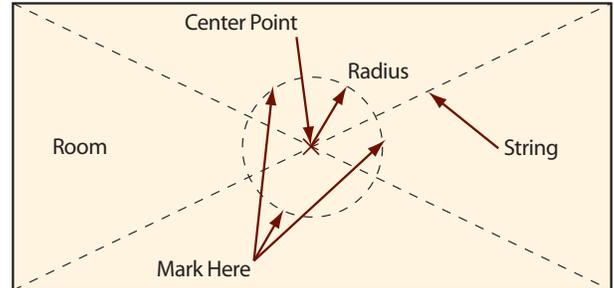
#### Adhesive

The adhesive should be beaded along the touching edges of the wall and then a few small nails will hold the decor in place while the adhesive sets. You can use any adhesive that is rated for use with polyurethane (check the back of the label) -- we have found great success using Loctite's Powergrab and PL Premium Polyurethane Adhesive, which work very well and are available at most home improvement stores.



#### Centering A Room

- 1 - Use two pieces of string and stretch each to opposite corners of the room. Mark with pencil where they cross in the middle
- 2 - Measure the diameter of your medallion and divide that by 2. This will give you the radius. A 30" diameter medallion will have a radius of 15".
- 3 - Starting from the center mark you made on the ceiling, use a tape measure and place marks on the ceiling the distance of your radius away from the center point.



#### Cutting The Hole

Most of our medallions come with solid centers to allow you to cut the correct size hole for your application. The polyurethane material is easily cut with the correct tools. Use a drill or hole saw with the appropriate sized bit for your application. Refer to your fixtures instructions for hole size details.

#### Finish The Medallion

Many of our medallions have very intricate details and because of their final location can be very hard to finish once installed. We recommend painting your medallion before installing it. You can then touch up any areas that need attention after the installation is complete.

#### Installation - No Fixture

- 1 - Run a 1/4" continuous bead of adhesive around the outer edge of the medallion. Using the 3 marks you made on the ceiling, align the medallion and press into place.
- 2 - Use small finish nails to secure the medallion while the adhesive dries.
- 3 - Clean up and adhesive with mineral spirits and a putty knife.
- 4 - After the adhesive has dried you can caulk the edges of the medallion with a paintable caulking and touch up the finish as needed.

#### Installation - With Fixture

- 1 - Make sure the power is switched off at the breaker before touching any wires. Turning off the light switch WILL NOT keep you from being shocked.
- 2 - Consult your fixtures instructions. You may need to purchase additional hardware to make your fixture compatible with the offset of the medallion
- 3 - Run a 1/4" continuous bead of adhesive around the outer edge of the medallion.
- 4 - Feed the electrical wires or support through the center of the medallion.
- 5 - Press the medallion against the ceiling. Use small finish nails to secure the medallion while the adhesive dries.
- 6 - Clean up any adhesive with mineral spirits and a putty knife.
- 7 - After the adhesive has dried you can caulk the edges of the medallion with a paintable caulking and touch up the finish as needed.