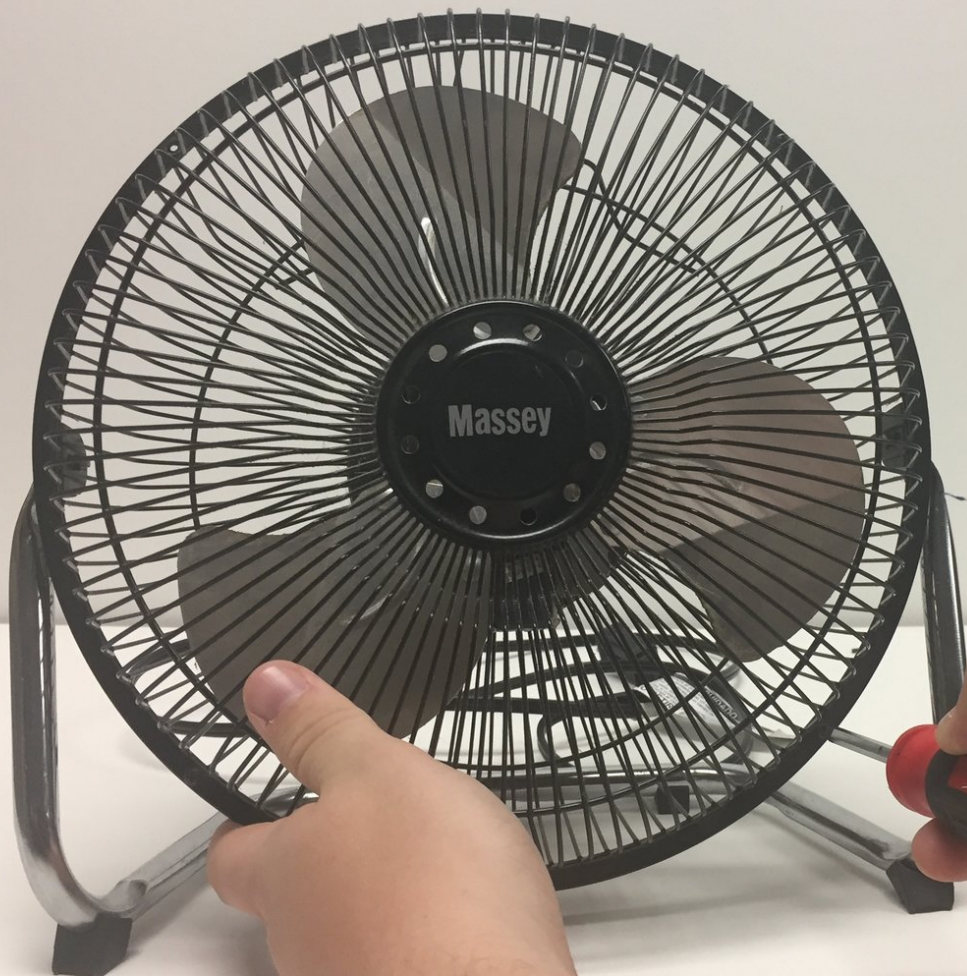# How to Repair a Portable Fan

How to fix a fan with a seized motor.
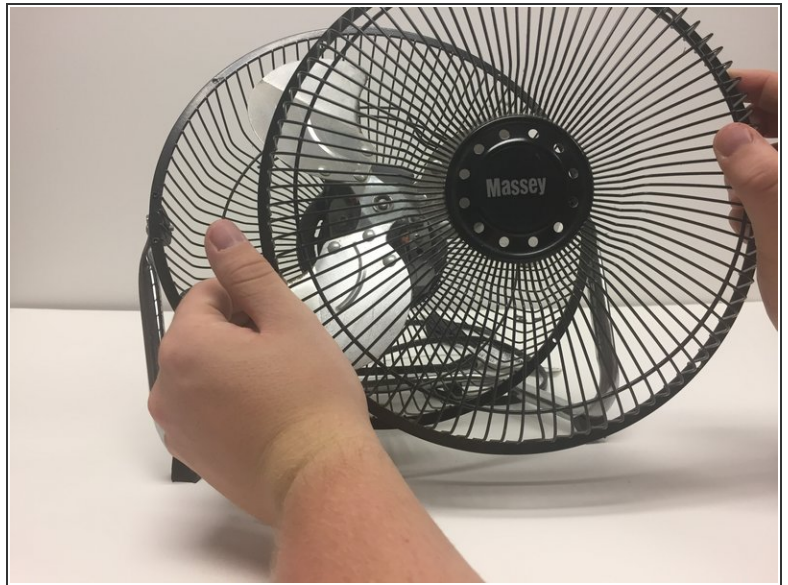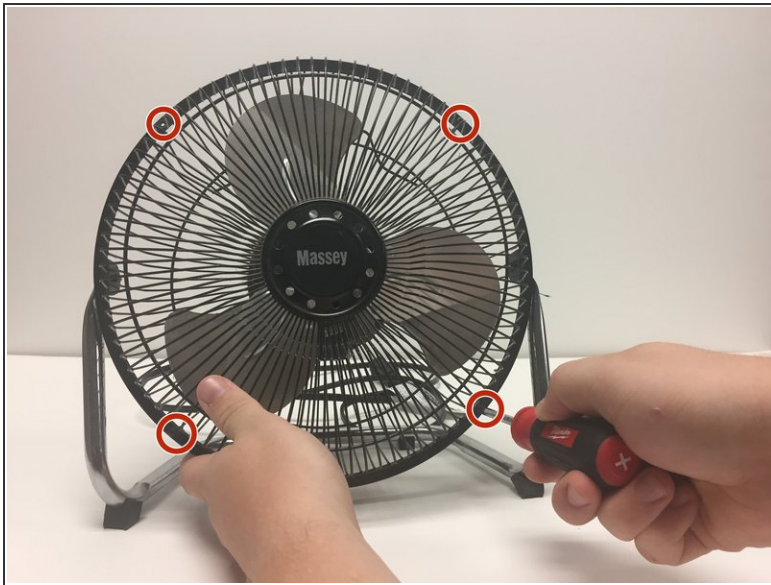
Written By: Isaac MacMillan

INTRODUCTION

This fix will restore your fan's original power and quiet operation. This fix does not require new parts, but does require a #1 Phillips head screwdriver, an 8mm wrench or socket, and a medium or low viscosity lubricant.

TOOLS:

- 8mm wrench (1)
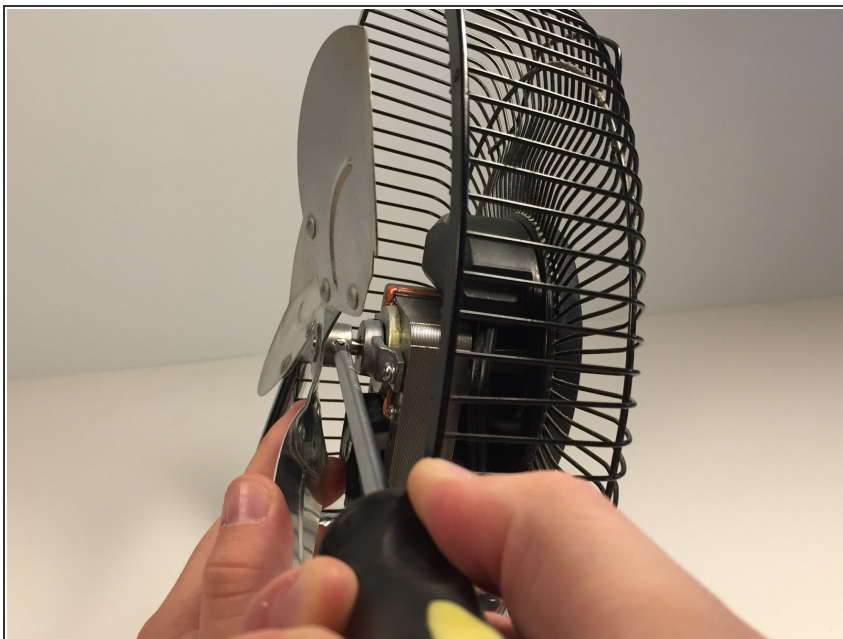- Phillips #1 Screwdriver (1)

Step 1 — How to Repair a Portable Fan

⚠ Unplug the power cord before beginning.

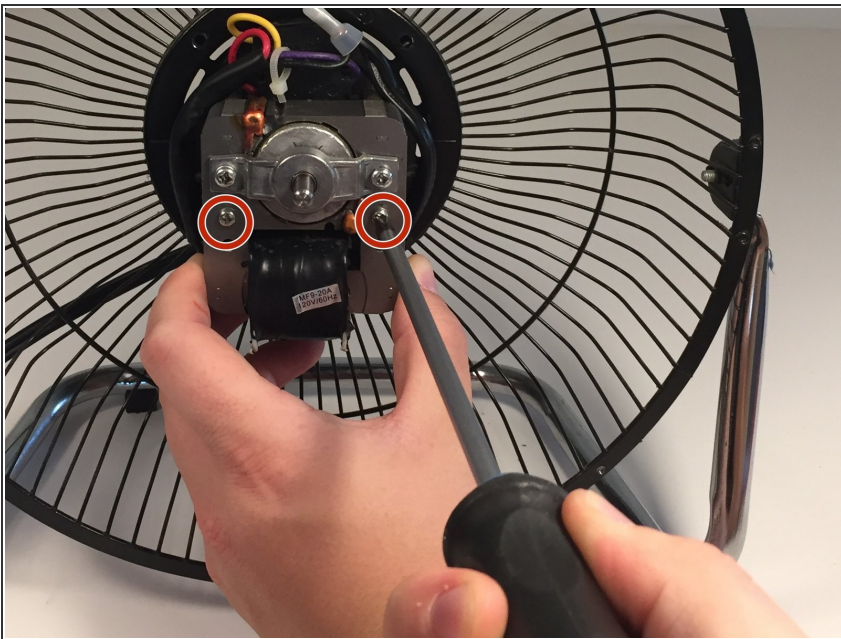● Loosen the 4 phillips screws around the rim and remove the front of the cage

Step 2

● Remove the fan blade by loosening the screw on the shaft while pulling up.

ⓘ The screw does not need to be fully removed before the blade will slide free.
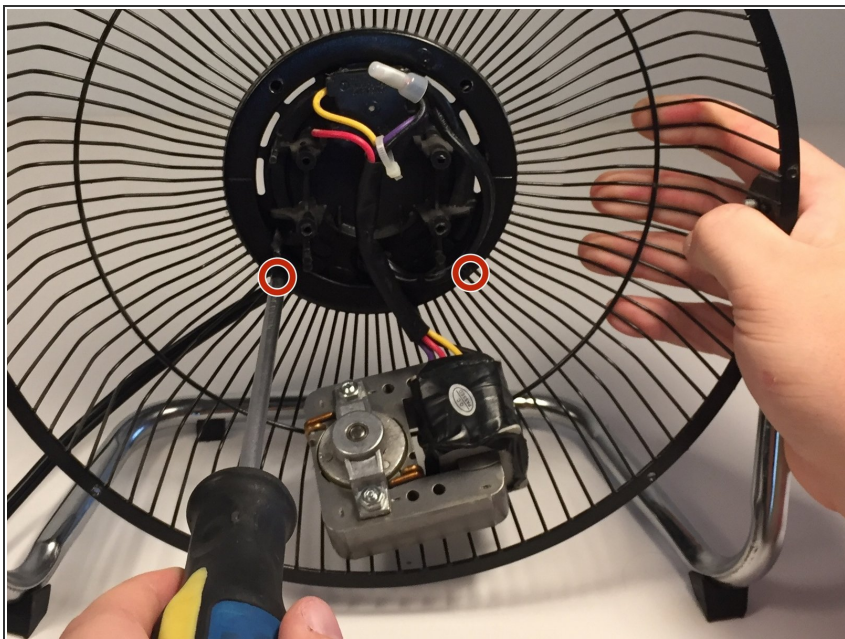
Step 3

- Remove the wiring cover located above the fan motor.
  - (i) There are 2 more screws holding the back mounting plate and cage together. They will be removed in a later step
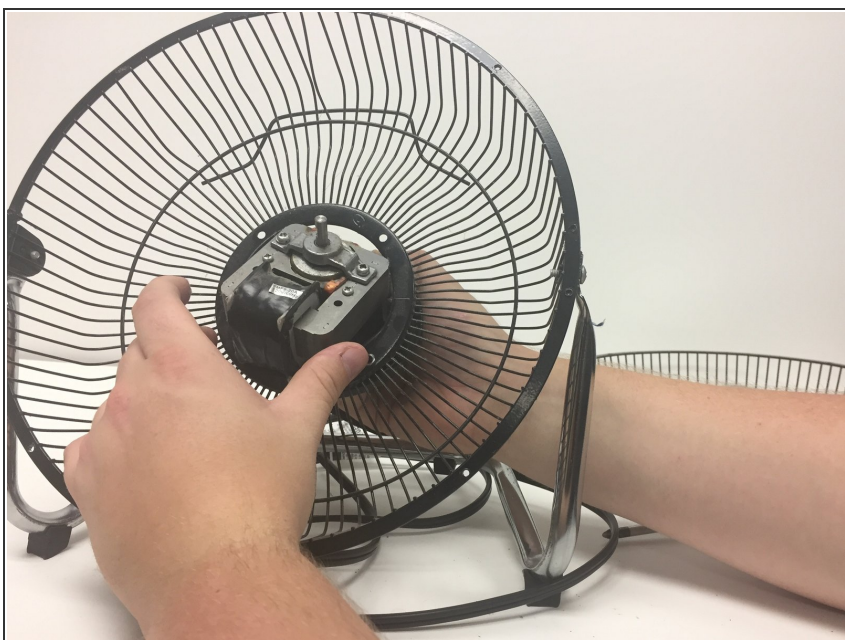
Step 4

- Remove the motor from the mounting plate by loosing the 2 smaller screws on the front.

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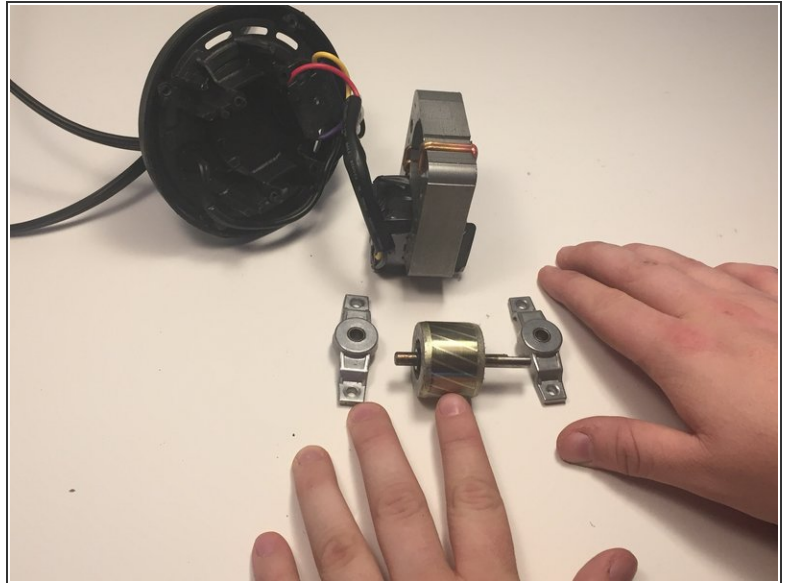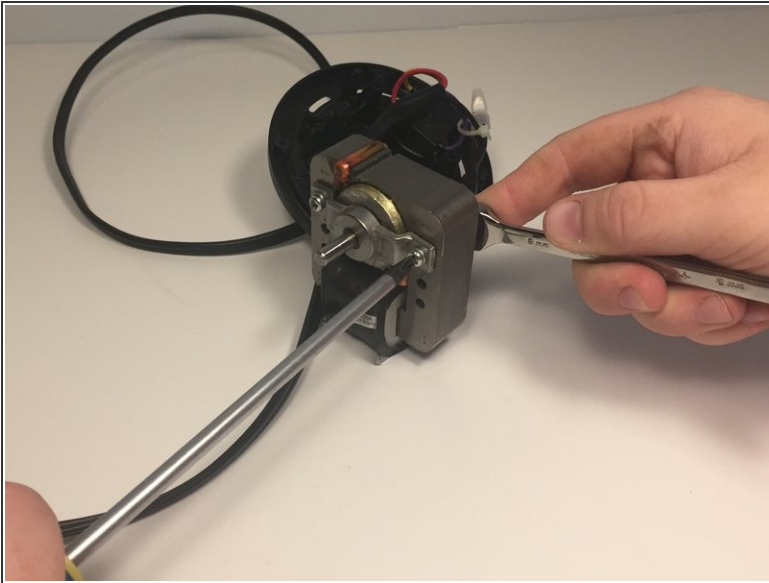
Step 5

- Remove the final 2 screws holding the mounting plate to the cage.
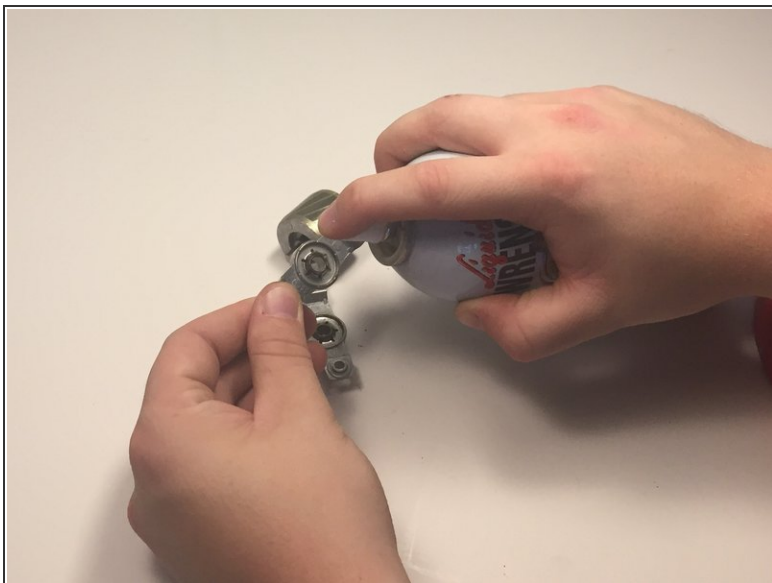
Step 6

- Carefully pass the motor through the opening at the back of the cage.

Step 7

- Using an 8mm wrench and phillips screwdriver, remove the magnet mounts from the body of the motor.

- The magnet will slide out of the motor . Inspect the magnet and motor for anything that may cause a hang-up.

- 📌 Do not over-tighten the magnet mounts during reassembly. Over-tightening may cause the motor to bind.

Step 8

- Clean and lubricate the magnet shaft and mounting brackets
- (i) Any medium or low viscosity lubricant will do.

To reassemble your device, follow these steps in reverse order.

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