



APPLIANCES

INSPIRING THE WORLD'S KITCHEN



## ISLAND RANGE HOOD

63ISS SERIES  
INSTALL & USER MANUAL

### IMPORTANT SAFETY INSTRUCTIONS

Carefully read the following Important information regarding installation safety and maintenance. Keep these instruction for future reference.

63ISS SERIES

**INSTALL & USER MANUAL**

## THANK YOU FOR YOUR PURCHASE

Thank you for your purchase. We know that you have many brands and products to choose from and we are honored to know that you have decided to take one of our products into your home and hope that you enjoy it.

COSMO appliances are designed according to the strictest safety and performance standard for the North American market. We follow the most advanced manufacturing philosophy. Each appliance leaves the factory after thorough quality inspection and testing. Our distributors and our service partners are ready to answer any questions you may have regarding how to install, use and care for your products. We hope that this manual will help you learn to use the product in the safest and most effective manner .

If you have any questions or concerns, please contact the dealer from whom you purchased it, or contact our Customer Support at: **1-888-784-3108.**

Please read the important safety instructions before using the product for your own safety and to reduce the risk of fire or electrical shock, etc.

Please keep this manual for future use. THANK YOU

## STAINLESS STEEL BAFFLE FILTERS



### About Your New Filters

Stainless Steel Baffle Filters do not need linings or mesh inside of the filters and are completely constructed out of stainless steel. The stainless steel construction allows them to be used again after being cleaned or going through the dishwasher.

### How do Baffle Filters Work?

They function by forcing the grease filled air to quickly and continuously change direction as it passes through the filter. The grease is unable to change direction as fast as the air carrying them, they end up getting caught on the metal blades and then trapped into the filter tray. These filters are both efficient and require less maintenance.

\* See pages 19-20 for cleaning and installation information

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# IMPORTANT SAFETY INSTRUCTIONS

**WARNING:** TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK, OR INJURY TO PERSONS, READ THE FOLLOWING:

Use this unit only in the manner intended by the manufacturer. If you have questions, please contact the manufacturer.

- Before servicing or cleaning the unit, switch the power off and lock the service panel. This will prevent the power from accidentally turning on. If the service panel does not lock, secure a warning label, such as a tag, to the service panel.

Installation work and electrical wiring must be done by a qualified professional(s) in accordance with all applicable codes, standards, and fire-rated constructions.

- Do not operate any fans with a damaged cord or plug. Discard the fan or return to an authorized service facility for further examination and/or repair.

To prevent back draft, sufficient air is needed for proper combustion. Gas from fuel burning equipment needs to exhaust through the flue (chimney). Follow the heating equipment manufacturer's guideline and safety standards such as those published by the National Fire Protection Association (NFPA), the American Society for Heating, Refrigeration and Air Conditioning Engineers (ASHRAE), and the local code authorities.

When cutting or drilling into walls or ceilings; be aware of electrical wires, piping, and other utilities.

Ducted fans must always be vented outdoors.

- **CAUTION:** For general ventilation use only. Do not use to exhaust hazardous or explosive materials and vapors.

- **CAUTION:** This product is designed for indoor residential use only.

- **CAUTION:** To reduce the risk of fire and to properly exhaust air, be sure to duct air outside - DO NOT vent exhaust air into attics, crawl spaces, garages, or within walls and ceilings.

**WARNING:** TO REDUCE THE RISK OF A RANGE TOP GREASE FIRE, READ THE FOLLOWING:

- Never leave surface units unattended at high settings. Boil-over can cause smoke and grease to spill over that may ignite. Heat oils slowly on low or medium settings.
- Always turn hood ON when cooking at high heat or when flambéing food.
- Clean ventilation fans frequently. Grease should not be allowed to accumulate on fan or filter.
- Use proper pan size. Always use cookware appropriate for the size of the surface element.

**WARNING:** TO REDUCE THE RISK OF INJURY. IN THE EVENT OF A RANGE TOP GREASE FIRE, READ THE FOLLOWING:

- SMOTHER FLAMES with a close fitting lid, cookie sheet, or metal tray, then turn off the burner. BE CAREFUL TO PREVENT BURNS. If the flames do not go out immediately, EVACUATE AND CALL THE FIRE DEPARTMENT.
- NEVER PICK UP A FLAMING PAN - you may be burned.
- DO NOT USE WATER, including wet dishcloths or towels - a violent steam explosion will result.
- Use an extinguisher ONLY if:
  - You know you have a class ABC extinguisher, and you already know how to operate it.
  - The fire is small and contained in the area where it started.
  - The fire department is being called.
  - You can fight the fire with your back to an exit.

Based on "Kitchen Fire Safety Tips" published by NFPA.

- **WARNING:** To reduce the risk of fire or electrical shock, do not use this fan with any solid-state speed control device.

## Your safety and the safety of others are very important.

We have provided many important safety messages in this manual and on your appliance. Always read and obey all safety messages.



This is the safety alert symbol.

This symbol alerts you to potential hazards that can kill or hurt you and others.

All safety messages will follow the safety alert symbol and either the word "DANGER" or "WARNING."

These words mean:

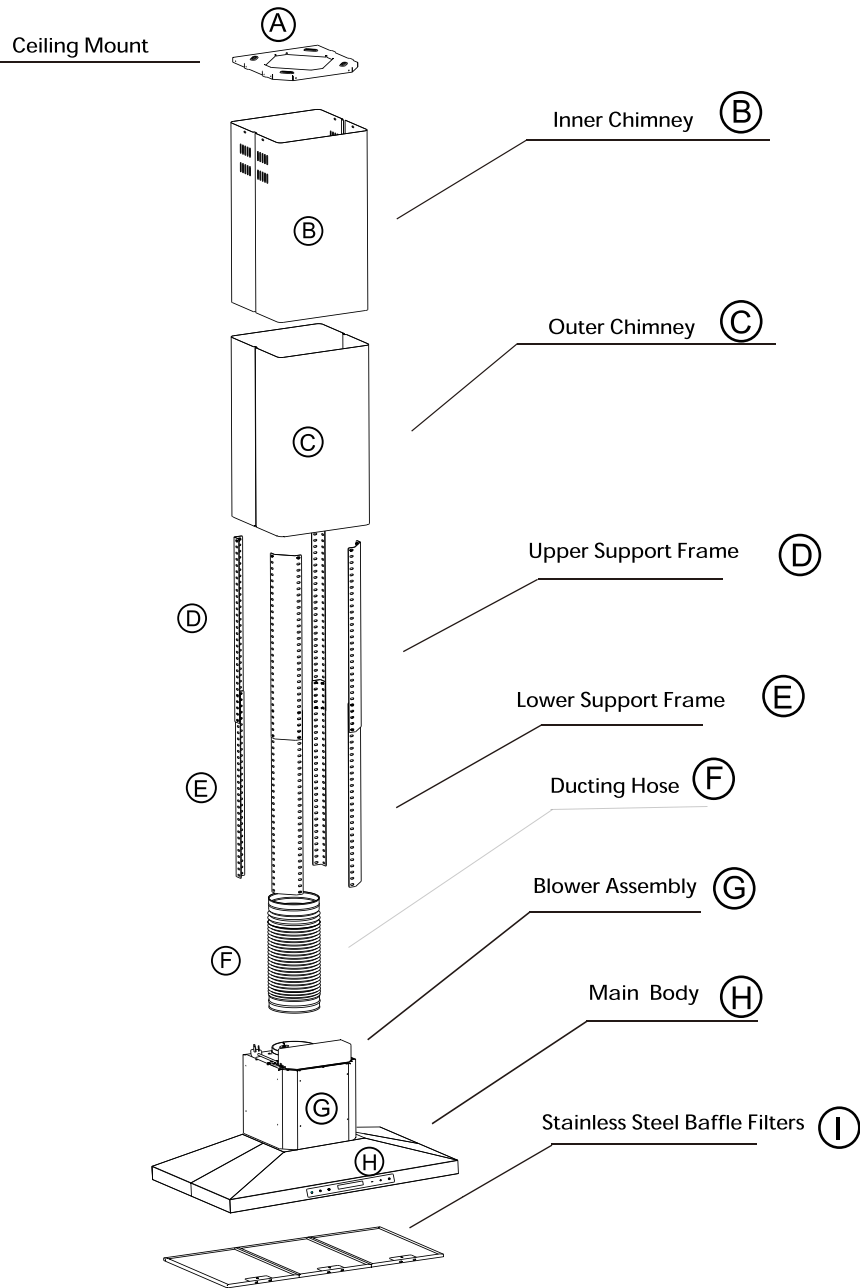
**DANGER**

You can be killed or seriously injured if you don't **immediately** follow instructions.

**WARNING**

You can be killed or seriously injured if you don't follow instructions.

## PARTS DIAGRAM



## INSTALLATION REQUIREMENTS

### TOOLS AND PARTS REQUIREMENTS

Electric Drill or Ratchet Driver  
 1/2" drill bit for drilling pilot holes  
 1 1/4" drill bit for drilling electrical wiring access hole  
 Screwdrivers; Phillips & Flat Head  
 Pliers  
 Tape measure or ruler and pencil  
 Electrical supplies for wiring  
 Aluminum foil tape and/or Duct Tape  
 Hammer  
 Jigsaw or Saber Saw  
 Stud Finder

### Parts Supplied

(A) Ceiling Mount  
 (B) Inner Chimney  
 (C) Outer Chimney  
 (D) Upper Support Frame  
 (E) Lower Support Frame  
 (F) Ducting Hose  
 (G) Blower Assembly  
 (H) Main Body  
 (I) Baffle Filters  
 Hardware

\* Hardware content may vary from model to model

Ceiling Mount (A)		1
S-shaped hook		3
Metal angle bar		8 (D / E)
Screw (ST4) (4mm x 30mm)		13
Wall Anchor		13
Expansion bolt (6mm x 50mm)		8
Screw (M5) (5mm x 10mm)		42
Screw (self tapping) ST4x6 (4mm x 6mm)		6
Nut		18
Metal washer		18
Damper Flap		2
Oil Cup		1

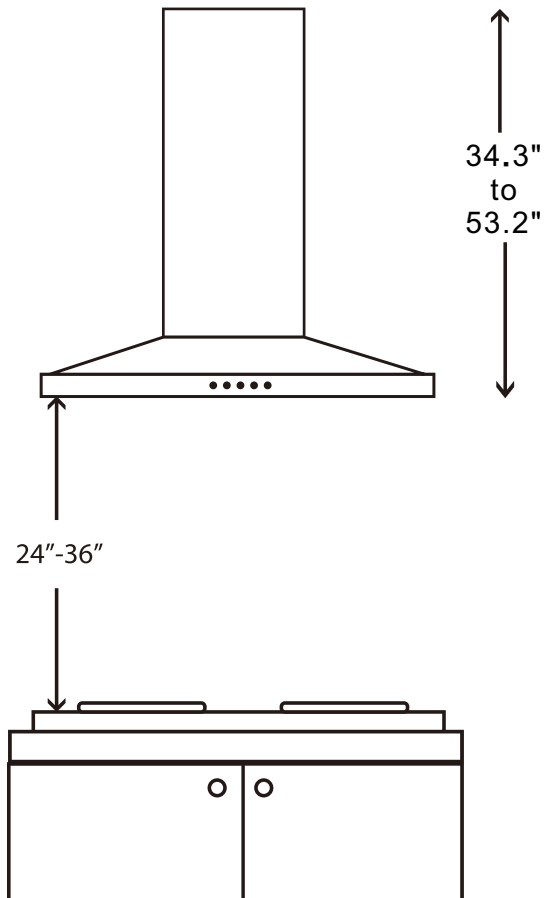
## LOCATION REQUIREMENTS

**IMPORTANT:** Please observe all governing codes and ordinances. It is recommended that a qualified technician install the range hood. It is the installer's responsibility to comply with installation clearances specified on the model / product rating label.

Range hood's location should be away from strong draft areas such as; windows, doors and strong heating vents.

Cabinet opening dimensions that are shown must be used. Given dimensions provide minimum clearance.

### INSTALLATION DIMENSIONS



## VENTILATION REQUIREMENTS

- Range hoods must be ventilated to the outdoors, except for non-vented (recirculating) installations. Part CFK1-TM is required (Sold Separately).
- Do not ventilate the range hood into an attic or other enclosed areas.
- Do not use 4" (10.2 cm) laundry-type wall caps.
- The length of the range hood and the number of elbows should be kept to a minimum to provide maximum performance.

### For the most efficient and quiet operation

- Use no more than three 90° elbows.
- Make sure there is a minimum of 24" (61 cm) of straight duct between the elbows if more than one elbow is used.
- Do not install two elbows together.
- Use clamps to seal all joints in the vent system.
- The vent system must have a damper. If the roof or wall cap has a damper, do not use the damper supplied with the range hood.
- Use caulking to seal exterior walls or roof openings around the cap.
- The size of the vents should be uniform.

### Cold Weather Installations

An additional back draft damper should be installed to minimize backward cold air flow. A thermal break should be installed to minimize conduction of outside temperatures as part of the vent system. The damper should be on the cold air side of the thermal break.

The break should be as close as possible to where the vent system enters the heated portion of the house.

### Makeup Air

Local building codes may require the use of makeup air systems, when using ventilation systems greater than specified CFM of air movement. The specified CFM varies from state to state. Consult your HVAC professional for specific requirements in your area.

### Venting Method

This range hood is factory set for through the roof or wall.

A 6" (15.2 cm) round vent system is needed for installation. The hood exhaust opening is 6" (15.2 cm) round.

To vent through a wall, a 90° elbow is needed.

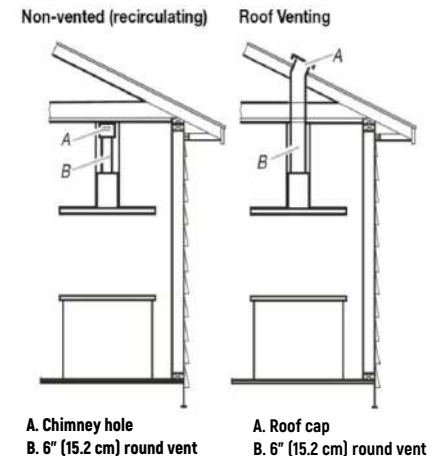
If exhaust ducting with a diameter of less than 5.91" (150 mm) or if flat ducting is used, the noise level of the range hood will increase and extraction will be less efficient.

### Rear Venting

A 90° elbow may be installed immediately above the hood.

### For Ductless (Recirculating) Installations



If it is not possible to vent cooking fumes and vapors to the outside, the hood can be used in the non-vented (recirculating) version, fitting a carbon filter at the motor. Fumes and vapors are then recycled through the top grille. DO NOT block the chimney vent holes. See **Page 16** for ductless conversion instructions.



# VENTILATION / ELECTRICAL REQUIREMENTS

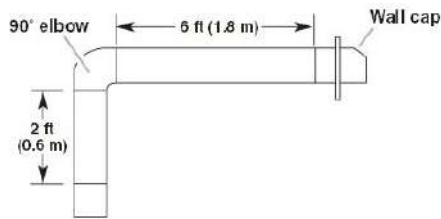
## Calculating Vent System Length

To calculate the length of the system you need, add the equivalent feet (meters) for all vent pieces used in the system.

Vent Piece	6" (15.2cm) Round
45° elbow	2.5 ft 
90° elbow	5.0 ft 

Maximum equivalent vent length is 35 ft

### Example vent system



The following example falls within the maximum recommended vent length of 35 ft

1 - 90° elbow = 5.0 ft  
 1 - wall cap = 0.0 ft  
 6 ft straight tube = 6.0 ft

Length of system = 11.0 ft

## ELECTRICAL REQUIREMENTS

Observe all governing codes and ordinances. Ensure that the electrical installation is adequate and in conformance with the National Electrical Codes, ANSI/NFPA 70 (latest edition), or CSA Standards C22.1-94, Canadian Electrical Code, Part 1 and C22.2 No. 0-M91 (latest edition), all local codes, and ordinances. If codes permit and a separate ground wire is used, it is recommended that a qualified electrician determine that the ground path is adequate. A copy of the above code standards can be obtained from:  
 National Fire Protection Association  
 1 Batterymarch Park  
 Quincy, MA 02169-7471  
 CSA International  
 8501 East Pleasant Valley Road  
 Cleveland, OH 44131-5575

■ A 120 volt, 60 Hz., AC only, 10-amp, fused electrical circuit is required.

■ If the house has aluminum wiring, follow the procedure below:

1. Connect a section of solid copper wire to the pigtail leads.

2. Connect the aluminum wiring to the copper wire using special connectors and/or tools designed and UL listed for joining copper to aluminum. Follow the manufacturer's recommended procedure for the electrical connector. Aluminum/copper connection must conform to local codes and industry accepted wiring practices.

■ Wire sizes and connections must conform to the rating of the appliance as specified on the model/serial rating plate. The model/serial plate is located behind the filter on the rear wall of the range hood.

■ Wire sizes must conform to the requirements of the National Electrical Code, ANSI/NFPA 70 (latest edition), or CSA Standards C22.1-94, Canadian Electrical Code, Part 1 and C22.2 No. 0-M91 (latest edition) and all local codes and ordinances.

# INSTALLATION INSTRUCTIONS

## PREPARE LOCATION

- Lay out the vent duct system before installing the range hood to determine the best routing for the vent duct.
- It is recommended that the vent system be installed before the range hood is installed.
- Before making cutouts, make sure there is proper clearance within the ceiling for exhaust vent.
- Range hood is to be installed 24" (61.0 cm) min. for electric cooking surfaces, 27" (68.6 cm) min. for gas cooking surfaces, to a suggested maximum of 36" (91.4 cm) above the cooking surface.
- Remove film from metal surfaces as needed prior to assembly.
- Check your ceiling height and the range hood height maximum before you install your hood.

1. Disconnect power.
2. Determine which venting method to use: roof or non-vented.

## Range Hood Mounting Screws Installation

1. Determine and mark the centerline on the ceiling where the range hood will be installed, considering the requirements for ceiling support structures. See the "Location Requirements" section. Make sure the range hood is centered over the cooking surface.

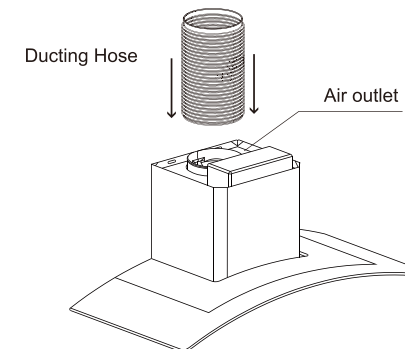
2. Use a pencil to mark the mounting screws, wire access and duct hole locations on the ceiling.

**NOTE:** Mounting holes location should be into a ceiling support structure capable of holding 80 lbs (36.6 kg).

3. Drill 4 - 3/16" (4.8 mm) pilot holes for mounting the upper horizontal support.

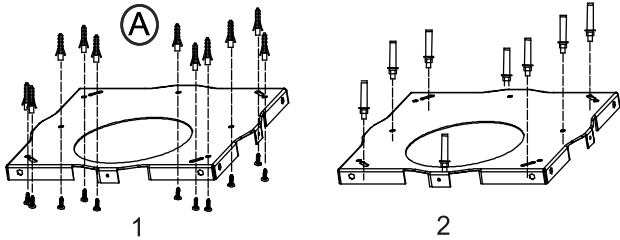
## COMPLETE PREPARATION

1. Determine the required location for the home power supply cable and drill a 1/2" (1.3 cm) diameter hole for wire access.
2. Run 1/2" (1.3 cm) conduit and wires or home power supply cable according to the National Electrical Code or CSA Standards and local codes and ordinances. There must be enough 1/2" conduit and wires or home power supply cable from the fused disconnect (or circuit breaker) box to make the connection in the hood's electrical terminal box.
3. **For vented installations only:** Using a jigsaw or keyhole saw, cut a 6 1/2" (16.5 cm) diameter hole for the vent duct.
4. Install the ducting hose (F)



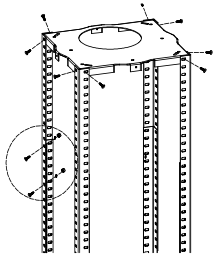
# INSTALLATION INSTRUCTIONS

1. Position the (A) Ceiling Mount on the ceiling and mark the position of the screw holes. The mount should be securely attached to the ceiling.



- [1] 13 pcs ST4 x 30 Wood Screws + 13 Wall Anchors for Wood Mounting
- [2] 8 pcs M6x50 Expansion Bolts for concrete Mounting

2. Attach the Angle Bars to the Ceiling Mount (A) using (8) M5 screws. Extend the Angle Bars to the required height and secure them using (16) M5 screws with nuts & metal washers.



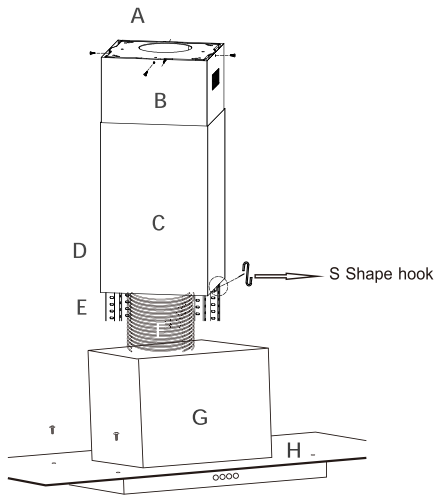
**IMPORTANT:** The angle bars must have an overlap of AT LEAST 100mm/4"

3. If your Island Range Hood is going to be used in ducted mode, connect the ducting hose (F) to the Ceiling Mount (A) at this point.

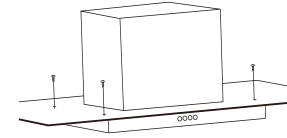
Fix the Upper Chimney (B) to the Ceiling Mount (A) using (4) ST4x6 self tapping screws.

Slide the Lower Chimney (C) onto the Support Frames (D/E) and raise it until it sits just below the Upper Chimney (B) section.

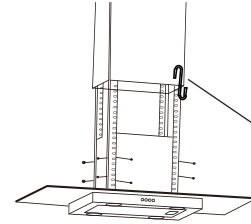
The "S" hook Holds the lower chimney up while the main body is lifted and fixed to the support frame in step 5. \* one end hooks onto the support frame, and the other end (bottom of the S) holds the the lower chimney up



4. If the glass canopy has not been pre-assembled by the factory, then it should be attached to the top of the main body of the range hood at this stage.



5. Lift the main body (G/H) of the range hood onto the support frames (D/E) and fix into position using [16] M5 screws.



**IMPORTANT:** This stage of the installation process **MUST** be completed by two people. The screws **MUST** be securely tightened.

use the S hook to keep the lower chimney in place by attaching it to the support frame for this step.

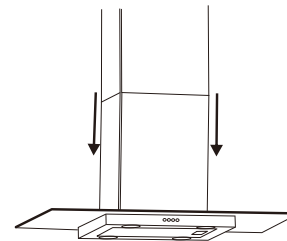
6. If you are going to be using the hood in extraction mode (ducted), you should attach the ducting hose to the ceiling.

The electrical connection must correspond to the electrical requirements noted on the rating plate which is inside the range hood. The appliance should now be connected to the power supply.

Check that the appliance is operating correctly by selecting each speed and switching the lights on and off.

Remove the hanging hook and slide the lower chimney section down until it rests against the main body of the range hood.

Use a stainless steel cleaner to clean your hood after successful installation.



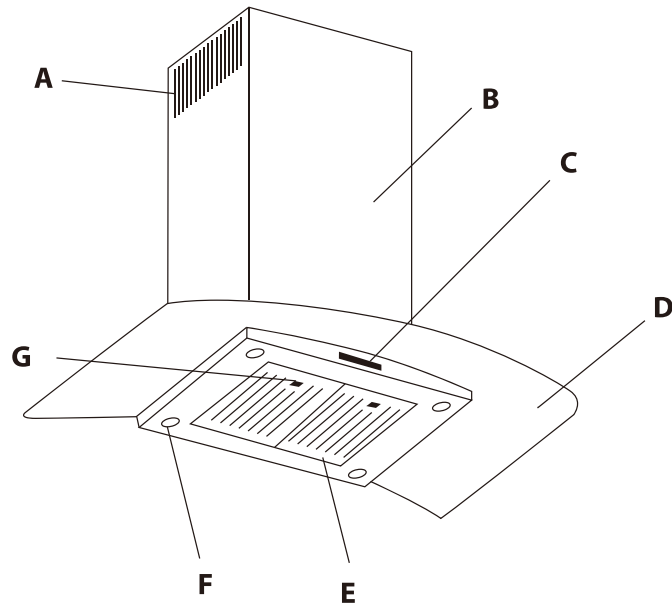
## WARNING

### Excessive Weight Hazard

Use two or more people to move and install range hood. Failure to do so can result in back or other injury.

## OPERATION INSTRUCTIONS

The range hood is designed to remove smoke, vapors and odors. For best results, start the hood before cooking. After the process is complete, allow the range hood to run for several minutes to completely clear all the smoke and odors from the kitchen.

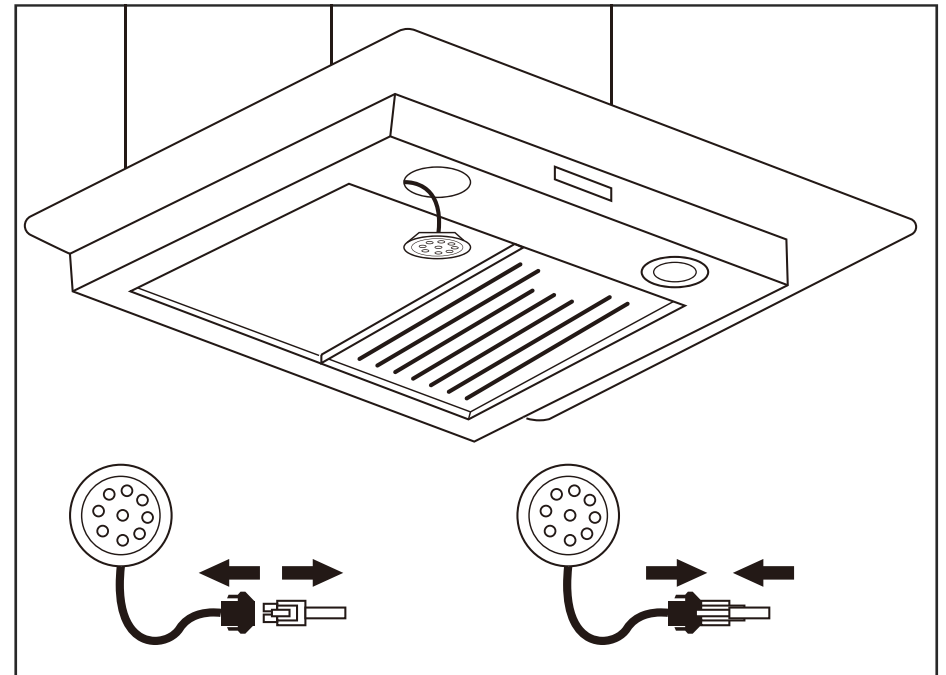


- A. Chimney Holes (For non-vented installation only)
- B. Chimney Cover
- C. Control Panel (design of panel may vary)
- D. Range hood body (Main Unit)
- E. Filter Panel (design and number of panels may vary)
- F. LED lamp (position and number of lamps may be vary)
- G. Filter Panel Release Handle

## LED LIGHT REPLACEMENT

1. Switch the unit off and unplug the range hood.
2. Remove the lamp cover by unscrewing the 2 screws.
3. Unscrew the LED light.
4. Replace with the same type and rated light.

LED light (max, 1.5w)





## DUCTLESS CONVERSION

**Skip this page if you are installing a Ducted Range Hood.**  
**Charcoal Filters are only included with Ductless Models**

**Step 1:** Remove the ARC-FLOW Baffle Filters.

**Step 2:** Locate the motor (pictured below) and align one of the filters with the right side of the motor.



**Step 3:** Twist and lock the filter into place.

**Step 4:** Repeat Steps 2-3 on the left side of the motor.



**Step 5:** Reinstall the ARC-FLOW Baffle Filters back into place.

**NOTE:** Chimney vent holes must be open and visible for the filtered air to recirculate.



Chimney vent holes

SCAN QR CODE  
FOR INSTALLATION  
VIDEO



It is recommended that the charcoal filter be replaced every 4-6 months. Charcoal filter replacements are available for purchase at: [www.cosmoappliances.com](http://www.cosmoappliances.com)  
Charcoal Filter Kit Part# CFK1-TM

## OIL CUP REPLACEMENT

**1** Line up Oil Cup



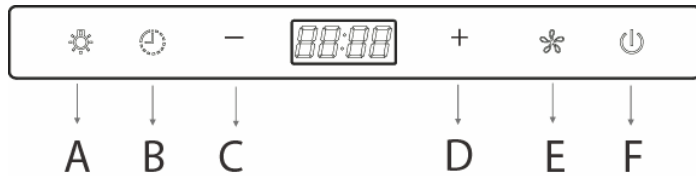
**2** Pull down



**3** Snap into place



## CONTROL PANEL OPERATION



**A. Light. Press to turn light on / off.**

**B. Timer Button**

**C. Minus Button** (Fan Speed)

**D. Plus Button** (Fan Speed)

**E. Fan Power Button** (Starts Max Fan Speed)

**F. Power Button. Press to turn unit On/Off**

Note: When Fan is ON + or - will increase or decrease fan speed.

## Setting the Clock

1. Hold Timer Button for 3 Seconds  
Use Light Button (A) to set Minutes  
Use Fan Speed Button (E) to set Hours
2. Once time is set, Press Timer button to complete.
3. After setting the time, leave the unit alone for 5 seconds for the changes to save.

## Setting the Timer

1. Turn fan on and set to desired fan speed.
2. Press the Timer Button (B).  
Continue tapping the Timer Button (B) to set the time duration before the fan should automatically turn off.
3. After setting the timer, leave the unit alone for 5 seconds for the changes to save and the timer will start counting down .

## MAINTENANCE

### CLEANING

**IMPORTANT:** Clean the hood and grease filters frequently according to the following instructions.  
Replace panel filters before operating hood.

#### Exterior Surfaces

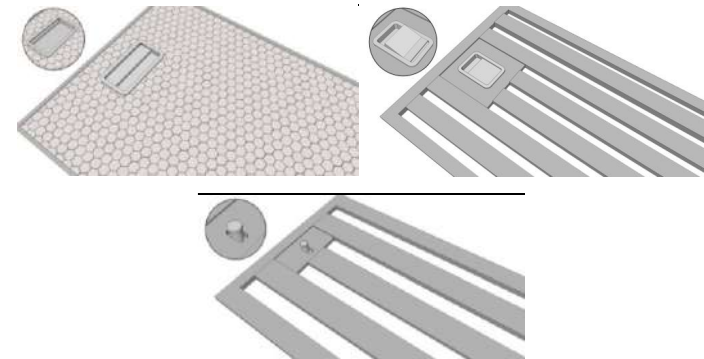
To avoid damage to the exterior surface, do not use steel wool or soap-filled scouring pads.  
Always wipe dry to avoid water marks.

#### Cleaning Method

Use liquid detergent soap and water, or all-purpose cleanser.  
Wipe with damp soft cloth or non-abrasive sponge, then rinse with clean water and wipe dry.

#### Metal Baffle/Grease Filter

1. Remove the filter by pulling the spring release handle and then pulling down the filter.



2. Wash metal filters as needed in dishwasher or hot detergent solution.
3. Reinstall the filter by making sure the spring release handles are toward the front. Insert aluminum filter into upper track.
4. Push the spring release handle.
5. Push up on metal filter and release handle to latch into place.

## PERMANENT FILTERS INSTALLATION

Line up filter Hooks to holes in unit.

1



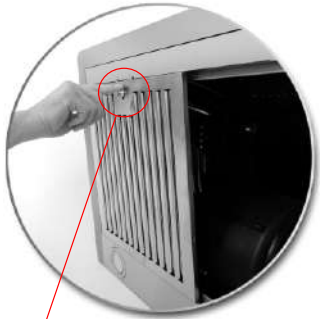
Lift filter for Hooks to go into holes.

2



Lock Filter into place

3



Push button in and down

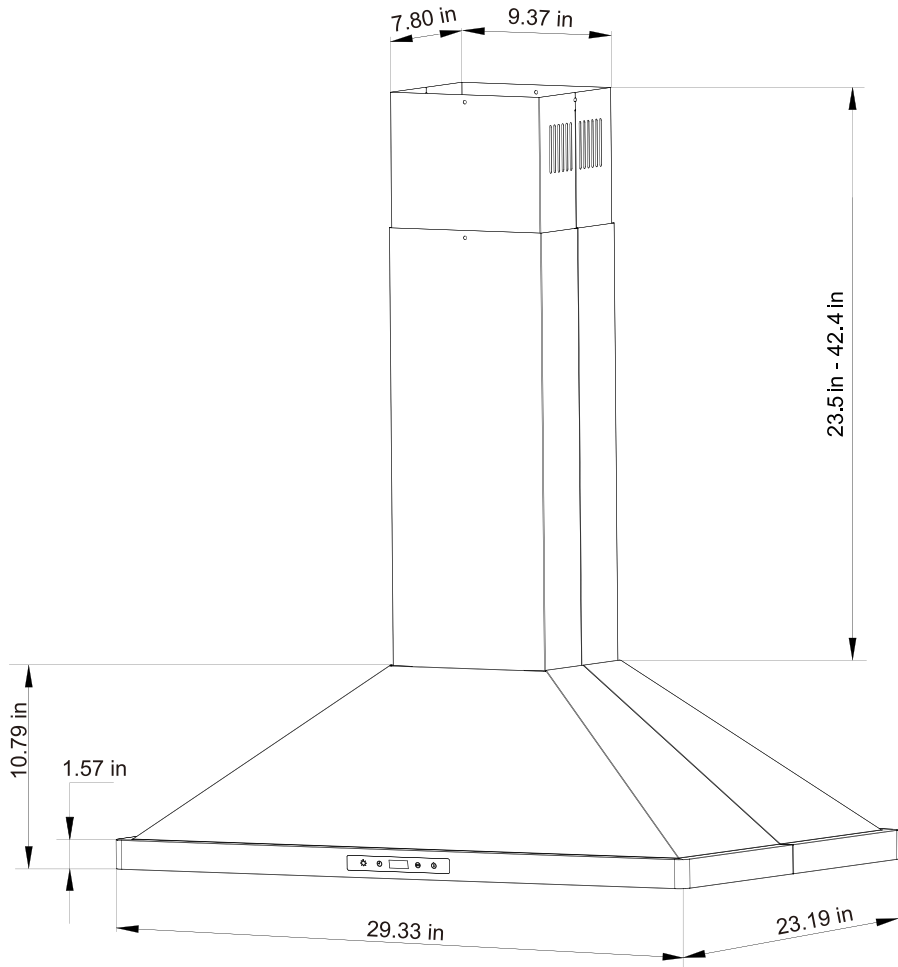
## TROUBLESHOOTING

**CAUTION:** ALWAYS UNPLUG UNIT FROM POWER BEFORE SERVICING

PROBLEM	SOLUTION	TOOLS
My range hood is noisy	A. Check inside the range hood for any loose debris and remove. <i>If your range hood is still noisy after checking, please call 1-888-784-3108.</i>	Phillips Screwdriver
My range hood has poor performance	A. The range hood and cooktop are too far away from each other. <b>Optimal distance is 24" to 36"</b> B. There are too many open windows or doors in the area. Close some doors or windows. C. The motor performance has decreased due to wear. Replace motor. D. Check and make sure the tape holding down the damper flaps at the vent hole are removed before use. E. The oil cup is full and needs to be cleaned out. F. The filters are clogged and need to be cleaned.	Phillips Screwdriver
My range hood shakes	A. The installation is not secure. Check again and make sure the installation hardware is securely mounted. B. The fan is broken or not balanced. Re-align or replace fan. C. The motor is loose. Check and make sure the motor is solidly mounted to the unit. D. Baffle filter is loose and is not installed correctly. Read page 12 for installation instructions.	Phillips Screwdriver
Range Hood does not turn on	A. Make sure that range hood is plugged into powered outlet. Test outlet with other device if not working. B. Remove baffle filters, reach inside behind the control panel and locate the wire with clip. Make sure control panel is securely plugged in. C. Check the plastic clip connection coming out of the motor housing to make sure it's intact.	Phillips Screwdriver
Light bulbs went out	A. Replace with a new LED lamp assembly. B. Remove baffle filters, reach inside behind the control panel and locate the wire with clip behind the light housing. Make sure the light is securely plugged in.	Phillips Screwdriver

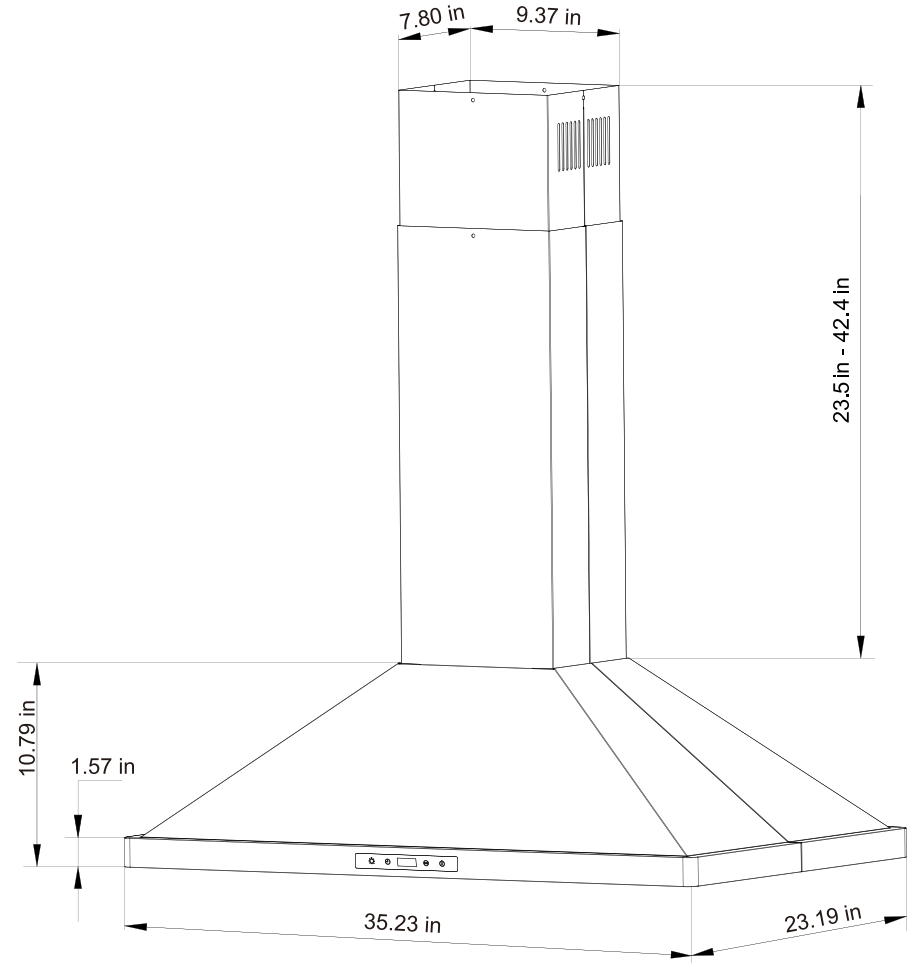
**IF YOU HAVE TRIED ALL SOLUTIONS AND STILL EXPERIENCE ISSUES, PLEASE CALL SUPPORT: 1-888-784-3108.**

## DIMENSION DIAGRAM: COS-63ISS75



Vent Hole Diameter = 6 inches

## DIMENSION DIAGRAM: COS-63ISS90



Vent Hole Diameter = 6 inches



APPLIANCES

### WARRANTY AND SERVICE

For full warranty details on this product please visit:  
<http://www.cosmoappliances.com/warranty>

TO RECEIVE WARRANTY SERVICE, YOUR  
PRODUCT MUST BE REGISTERED. TO REGISTER, VISIT:

[WWW.COSMOAPPLIANCES.COM/WARRANTY](http://WWW.COSMOAPPLIANCES.COM/WARRANTY)

SCAN TO REGISTER



### IMPORTANT

Do Not Return This Product To The Store If  
you have a problem with this product, please contact

Cosmo Customer Support at

**+1(888)784-3108**

DATED PROOF OF PURCHASE, MODEL #, AND SERIAL #  
REQUIRED FOR WARRANTY SERVICE

### IMPORTANT

Ne pas Réexpédier ce Produit au Magasin  
Pour tout problème concernant ce produit, veuillez contacter  
le service des consommateurs Cosmo Customer Support au

**+1(888) 784-3108**

UNE PREUVE D'ACHAT DATEE EST REQUISE POUR BENEFICIER DE  
LA GARANTIE.

### IMPORTANTE

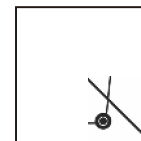
No regrese este producto a la tienda  
Si tiene algún problema con este producto, por favor contacte el  
AYUDA AL CLIENTE COSMO al

**+1(888)784-3108**

(Válido solo en E.U.A).

NECESITA UNA PRUEBA DE DE COMPRA FECHADA, NÚMERO DE  
MODELO Y DE SERIE PARA EL SERVICIO DE LA GARANTÍA

#### Correct Disposal of this product:



This marking indicates that this appliance should not  
be disposed with other household wastes. To prevent  
possible harm to the environment or human health  
from uncontrolled waste disposal, recycle it responsibly to  
promote the sustainable reuse of material resources.