



## E21 Gas Insert

## Owners & Installation Manual



MODELS: E21-NG3 Natural Gas E21-LP3 Propane

### WARNING:

If the information in these instructions are not followed exactly, a fire or explosion may result causing property damage, personal injury or loss of life.

### FOR YOUR SAFETY

Do not store or use gasoline or other flammable vapors and liquids in the vicinity of this or any other appliance.

Installation and service must be performed by a qualified installer, service agency or the gas supplier.

### FOR YOUR SAFETY

What to do if you smell gas:

- Do not try to light any appliance
- Do not touch any electrical switch: do not use any phone in your building.
- Immediately call your gas supplier from a neighbour's phone. Follow the gas supplier's instructions.
- If you cannot reach your gas supplier, call the fire department.



*Installer:* Please complete the details on the back cover and leave this manual with the homeowner.  
*Homeowner:* Please keep these instructions for future reference.

## CONGRATULATIONS!

You are the owner of a state-of-the-art Gas Insert by:  
FPI FIREPLACE PRODUCTS INTERNATIONAL LTD.

The Regency® Gas Fireplace Series has been designed to provide you with all the warmth and charm of a fireplace, at the flick of a switch. The models E21-NG3 and E21-LP3 of this series have been approved by Warnock Hersey for safety. As it also bears our own mark, it promises to provide you with economy, comfort and security for many trouble free years to follow. Please take a moment now to acquaint yourself with these instructions and the many features of your Regency® Fireplace.



# WARNING!



**HOT GLASS WILL  
CAUSE BURNS**

**DO NOT TOUCH GLASS  
UNTIL COOLED**

**NEVER ALLOW CHILDREN  
TO TOUCH GLASS**



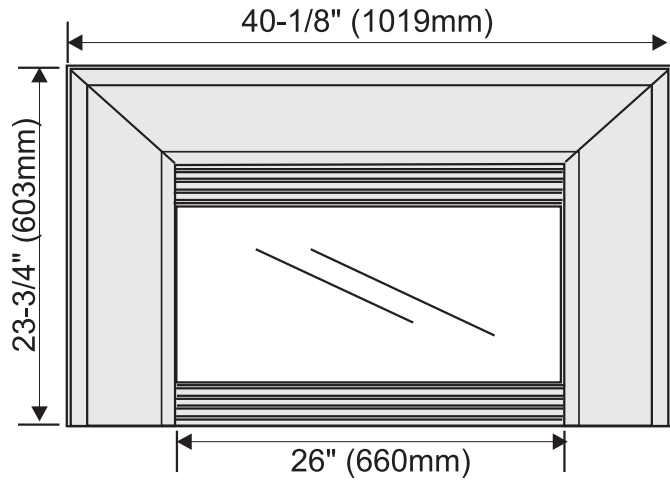
**NATIONAL  
FIREPLACE  
INSTITUTE**  
**NFI**  
**CERTIFIED**  
[www.nficertified.org](http://www.nficertified.org)

We recommend that our products be installed and serviced by professionals who are certified in the U.S. by the National Fireplace Institute® (NFI) or in Canada by Wood Energy Technical Training (WETT).

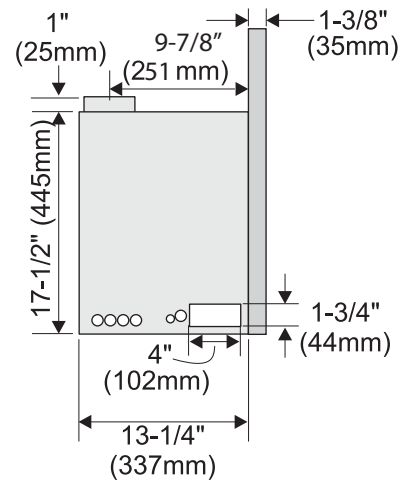
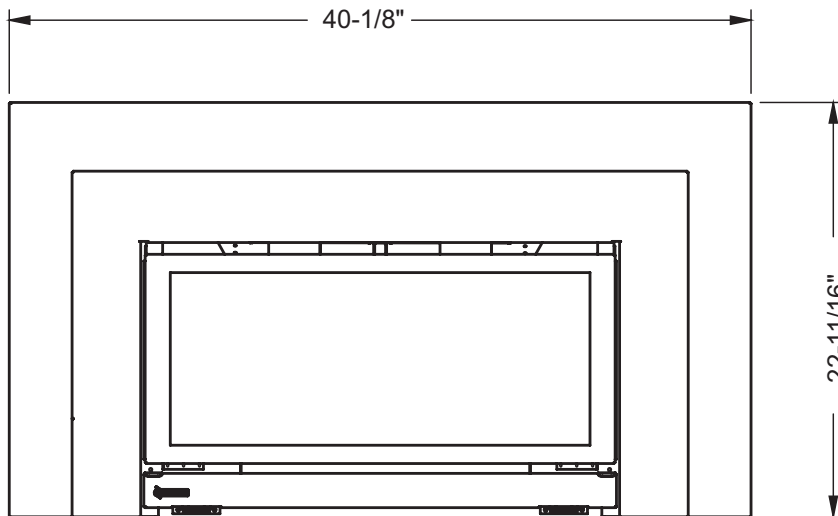
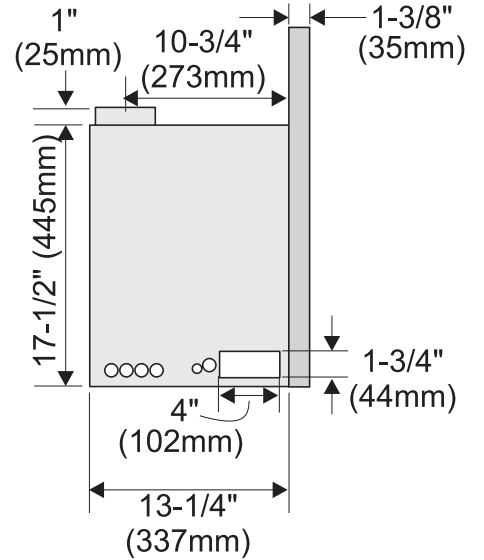
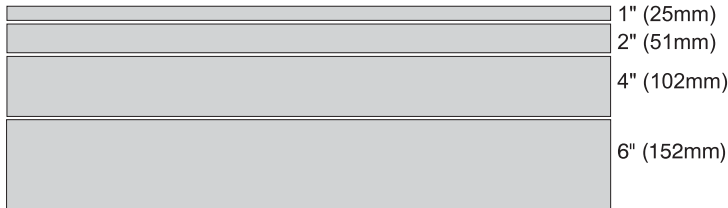


**Wood Energy  
Technical Training**  
[www.wettinc.ca](http://www.wettinc.ca)





Optional  
Hearth Trim  
Risers



Low Profile Faceplate Dimensions

\* Standard size shown, custom size also available.

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This is a copy of the label that accompanies each Regency® Gas Insert. We have printed a copy of the contents here for your review. The safety label is located on the front inside base of the unit visible when the bottom louver is open.

**Note:** Regency® units are constantly being improved. Check the label on the unit and if there is a difference, the label on the unit is the correct one.


Please note that with the addition of thermostat control and outside combustion air supply, this unit is approved for bedroom installations.

For the State of Massachusetts, installation and repair must be done by a plumber or gasfitter licensed in the Commonwealth of Massachusetts.

For the State of Massachusetts, flexible connectors shall not exceed 36 inches in length.

For the State of Massachusetts, the appliances individual manual shut-off must be a t-handle type valve.

The State of Massachusetts requires the installation of a carbon monoxide alarm in accordance with NFPA 720 and a CO alarm with battery back up in the same room where the gas appliance is installed.



UL  
US  
Intertek

**VENTED GAS FIREPLACE HEATER**  
 Tested to: ANSI Z21.88a-2007/CSA-2.33a-2007, CGA 2.17-M91  
 Gas fired appliance for use at high altitude.  
 Certified for/Certifié pour: CANADA and U.S.A. 4001172

**REGENCY®**  
 FIREPLACE PRODUCTS

**DO NOT REMOVE THIS LABEL/NE PAS ENLEVER CETTE ÉTIQUETTE**

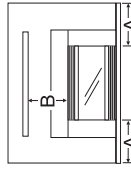
Duplicate Serial No. 327

<b>FIREPLACE INSERT:</b>	<b>E21-NG3</b> Natural Gas (Naturel Gaz) 5.0" WC/C.E. (1.25 kPa) 3.8" WC/C.E. (0.95 kPa) 1.1" WC/C.E. (0.27 kPa)	<b>E21-LP3</b> Propane 12.0" WC/C.E. (2.99 kPa) 11.0" WC/C.E. (2.74 kPa) 2.9" WC/C.E. (0.72 kPa)	<b>APPAREIL FONCTIONNANT CONÇU POUR ÊTRE INSÉRÉ DANS UN FOYER</b> Pression d'alimentation minimum Pression tubulure d'échappement élevée Pression tubulure d'échappement basse L'altitude	Minimum supply pressure Manifold pressure high Manifold pressure low Altitude Orifice size Maximum input Minimum input	0-2000 ft. (0 - 610m) 43 DMS 23,500 Btu/h 11,750 Btu/h 0-4500 ft. (0-1372m) 54 DMS 22,500 Btu/h 11,250 Btu/h
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**NOT FOR USE WITH SOLID FUEL. NE PAS UTILISER AVEC DU COMBUSTIBLE SOLIDE.**

**MADE IN CANADA / FABRIQUÉ AU CANADA**  
 FPI Fireplace Products International Ltd., Delta, B.C., Canada

**Minimum Clearances to Combustibles/ Déplacement Minimum Des Matériaux Combustibles:**



Side of unit to wall / Cote: A 9"/229mm  
 Top of unit to mantle / Au dessus: B 14"/355mm

918-672b

## MA Code - CO Detector (for the State of Massachusetts only)

### 5.08: Modifications to NFPA-54, Chapter 10

(2) Revise 10.8.3 by adding the following additional requirements:

(a) For all side wall horizontally vented gas fueled equipment installed in every dwelling, building or structure used in whole or in part for residential purposes, including those owned or operated by the Commonwealth and where the side wall exhaust vent termination is less than seven (7) feet above finished grade in the area of the venting, including but not limited to decks and porches, the following requirements shall be satisfied:

1. **INSTALLATION OF CARBON MONOXIDE DETECTORS.** At the time of installation of the side wall horizontal vented gas fueled equipment, the installing plumber or gasfitter shall observe that a hard wired carbon monoxide detector with an alarm and battery back-up is installed on the floor level where the gas equipment is to be installed. In addition, the installing plumber or gasfitter shall observe that a battery operated or hard wired carbon monoxide detector with an alarm is installed on each additional level of the dwelling, building or structure served by the side wall horizontal vented gas fueled equipment. It shall be the responsibility of the property owner to secure the services of qualified licensed professionals for the installation of hard wired carbon monoxide detectors

a. In the event that the side wall horizontally vented gas fueled equipment is installed in a crawl space or an attic, the hard wired carbon monoxide detector with alarm and battery back-up may be installed on the next adjacent floor level.

b. In the event that the requirements of this subdivision can not be met at the time of completion of installation, the owner shall have a period of thirty (30) days to comply with the above requirements; provided, however, that during said thirty (30) day period, a battery operated carbon monoxide detector with an alarm shall be installed.

2. **APPROVED CARBON MONOXIDE DETECTORS.** Each carbon monoxide detector as required in accordance with the above provisions shall comply with NFPA 720 and be ANSI/UL 2034 listed and IAS certified.

3. **SIGNAGE.** A metal or plastic identification plate shall be permanently mounted to the exterior of the building at a minimum height of eight (8) feet above grade directly in line with the exhaust vent terminal for the horizontally vented gas fueled heating appliance or equipment. The sign shall read, in print size no less than one-half (1/2) inch in size, "**GAS VENT DIRECTLY BELOW. KEEP CLEAR OF ALL OBSTRUCTIONS**".

4. **INSPECTION.** The state or local gas inspector of the side wall horizontally vented gas fueled equipment shall not approve the installation unless, upon inspection, the inspector observes carbon monoxide detectors and signage installed in accordance with the provisions of 248 CMR 5.08(2)(a)1 through 4.

(b) **EXEMPTIONS:** The following equipment is exempt from 248 CMR 5.08(2)(a)1 through 4:

1. The equipment listed in Chapter 10 entitled "Equipment Not Required To Be Vented" in the most current edition of NFPA 54 as adopted by the Board; and

2. Product Approved side wall horizontally vented gas fueled equipment installed in a room or structure separate from the dwelling, building or structure used in whole or in part for residential purposes.

(c) **MANUFACTURER REQUIREMENTS - GAS EQUIPMENT VENTING SYSTEM PROVIDED.** When the manufacturer of Product Approved side wall horizontally vented gas equipment provides a venting system design or venting system components with the equipment, the instructions provided by the manufacturer for installation of the equipment and the venting system shall include:

1. Detailed instructions for the installation of the venting system design or the venting system components; and

2. A complete parts list for the venting system design or venting system.

(d) **MANUFACTURER REQUIREMENTS - GAS EQUIPMENT VENTING SYSTEM NOT PROVIDED.** When the manufacturer of a Product Approved side wall horizontally vented gas fueled equipment does not provide the parts for venting the flue gases, but identifies "special venting systems", the following requirements shall be satisfied by the manufacturer:

1. The referenced "special venting system" instructions shall be included with the appliance or equipment installation instructions; and

2. The "special venting systems" shall be Product Approved by the Board, and the instructions for that system shall include a parts list and detailed installation instructions.

(e) A copy of all installation instructions for all Product Approved side wall horizontally vented gas fueled equipment, all venting instructions, all parts lists for venting instructions, and/or all venting design instructions shall remain with the appliance or equipment at the completion of the installation.

## BEFORE YOU START

Safe installation and operation of this appliance requires common sense, however, we are required by the Canadian Safety Standards and ANSI Standards to make you aware of the following:

**INSTALLATION AND REPAIR SHOULD BE DONE BY AN AUTHORIZED SERVICE PERSON. THE APPLIANCE SHOULD BE INSPECTED BEFORE USE AND AT LEAST ANNUALLY BY A PROFESSIONAL SERVICE PERSON. MORE FREQUENT CLEANING MAY BE REQUIRED DUE TO EXCESSIVE LINT FROM CARPETING, BEDDING MATERIAL, ETC. IT IS IMPERATIVE THAT CONTROL COMPARTMENTS, BURNERS AND CIRCULATING AIR PASSAGEWAYS OF THE APPLIANCE BE KEPT CLEAN.**

**DUE TO HIGH TEMPERATURES, THE APPLIANCE SHOULD BE LOCATED OUT OF TRAFFIC AND AWAY FROM FURNITURE AND DRAPERIES.**

**WARNING: FAILURE TO INSTALL THIS APPLIANCE CORRECTLY WILL VOID YOUR WARRANTY AND MAY CAUSE A SERIOUS HOUSE FIRE.**

**CHILDREN AND ADULTS SHOULD BE ALERTED TO THE HAZARDS OF HIGH SURFACE TEMPERATURES, ESPECIALLY THE FIREPLACE GLASS, AND SHOULD STAY AWAY TO AVOID BURNS OR CLOTHING IGNITION.**

**YOUNG CHILDREN SHOULD BE CAREFULLY SUPERVISED WHEN THEY ARE IN THE SAME AREA AS THE APPLIANCE. TODDLERS, YOUNG CHILDREN AND OTHERS MAY BE SUSCEPTIBLE TO ACCIDENTAL CONTACT BURNS. A PHYSICAL BARRIER IS RECOMMENDED IF THERE ARE AT RISK INDIVIDUALS IN THE HOUSE. TO RESTRICT ACCESS TO A FIREPLACE OR STOVE, INSTALL AN ADJUSTABLE SAFETY GATE TO KEEP TODDLERS, YOUNG CHILDREN AND OTHER AT RISK INDIVIDUALS OUT OF THE ROOM AND AWAY FROM HOT SURFACES.**

**CLOTHING OR OTHER FLAMMABLE MATERIAL SHOULD NOT BE PLACED ON OR NEAR THE APPLIANCE.**



## IMPORTANT MESSAGE SAVE THESE INSTRUCTIONS

The Regency® Gas Fireplace must be installed in accordance with these instructions. Carefully read all the instructions in this manual first. Consult the "authority having jurisdiction" to determine the need for a permit prior to starting the installation. It is the responsibility of the installer to ensure this fireplace is installed in compliance with the manufacturer's instructions and all applicable codes.

## GENERAL SAFETY INFORMATION

- 1) The appliance installation must conform with local codes or, in the absence of local codes, with the current Canadian or National Gas Codes, CAN1-B149 or ANSI Z223.1 Installation Codes.
- 2) The appliance when installed, must be electrically grounded in accordance with local codes, or in the absence of local codes with the current National Electrical Code, ANSI/NFPA 70 or CSA C22.1 Canadian Electrical Code.
- 3) See general construction and assembly instructions. The appliance and vent should be enclosed.
- 4) This appliance must be connected to the specified vent and termination cap to the outside of the building envelope. Never vent to another room or inside a building. Make sure that the vent is installed as per Venting instructions.
- 5) This appliance may only be installed in a vented, solid fuel burning masonry, listed factory built fireplace, or zero clearance kit part # 530-936.
- 6) This appliance is Listed for bedroom installations when used with a Listed Millivolt Thermostat. Some areas may have further requirements, check local codes before installation.
- 7) This appliance is Listed for Alcove installations, maintain minimum Alcove clearances as follows, minimum ceiling height of 53-1/2", minimum width of 48" and a maximum depth of 36".
- 8) This unit is not approved for installation into a mobile home.
- 9) Inspect the venting system annually for blockage and any signs of deterioration.
- 10) Any safety glass removed for servicing must be replaced prior to operating the appliance.
- 11) To prevent injury, do not allow anyone who is unfamiliar with the operation to use the fireplace insert.
- 12) Wear gloves and safety glasses for protection while doing required maintenance.
- 13) Ensure adequate combustion and ventilation air.
- 14) Under no circumstances should this appliance be modified. Parts that have to be removed for servicing should be replaced prior to operating this appliance.
- 15) Installation and any repairs to this appliance should be done by a qualified service person. A professional service person should be called to inspect this appliance annually. Make it a practice to have all of your gas appliances checked annually.
- 16) Do not slam shut or strike the glass door.
- 17) Under no circumstances should any solid fuels (wood, paper, cardboard, coal, etc.) be used in this appliance.
- 18) The appliance area must be kept clear and free of combustible materials, (gases and other flammable vapours and liquids).
- 19) Do not use this appliance if any part has been under water. Immediately call a qualified service technician to inspect the appliance and to replace any part of the electrical control system and any gas control which has been under water.
- 20) **WARNING: Failure to position the parts in accordance with the diagrams in this manual or failure to use only parts specifically approved with this appliance may result in property damage or personal injury.**
- 21) **WARNING: Operation of this appliance when not connected to a properly installed and maintained venting system or tampering with the blocked vent shut-off system can result in carbon monoxide (CO) poisoning and possible death.**

Emissions from burning wood or gas could contain chemicals known to the State of California to cause cancer, birth defects or other reproductive harm.



## POLICY FOR SOLID FUEL BURNING & FACTORY BUILT FIREPLACES

The Regency® E21 may be installed and vented into any solid fuel fireplace that has been installed in accordance with the National, Provincial and local building codes and is constructed of non-combustible materials.

- 1) Installer must mechanically attach the supplied label to the inside of the firebox of the fireplace into which the gas fireplace insert is installed.

**"WARNING:** This fireplace has been converted for use with a gas fireplace insert only and cannot be used for burning wood or solid fuels unless all original parts have been replaced, and the fireplace re-approved by the authority having jurisdiction."

- 2) Do not cut any sheet-metal parts of the fireplace, in which the gas fireplace insert is to be installed.
- 3) If the factory-built fireplace has no gas access hole(s) provided, an access hole of 1-1/2" (37.5mm) or less may be drilled through the lower sides or bottom of the firebox in a proper workmanship like manner. This access hole must be plugged with a non-combustible insulation after the gas supply line has been installed.
- 4) The fireplace flue damper can be fully blocked open or removed for installation of the gas fireplace insert.
- 5) The fireplace and fireplace chimney must be clean and in good working order and constructed of non-combustible materials.
- 6) The chimney cleanouts must fit properly.
- 7) Refractory (firebricks), glass doors, screen rails, screen mesh and log grates can be removed from the fireplace before installing the gas fireplace insert.
- 8) Smoke shelves, shields and baffles may be removed if attached by mechanical fasteners. If any part is removed it must not weaken the structural integrity of the factory built.
- 9) Trim panels or surrounds shall not seal ventilation openings in the fireplace.

## INSTALLATION CHECKLIST

- 1) Locate your appliance. Refer to the "Clearances to Combustibles" and "Minimum Fireplace Clearances" sections.

- 2) Make gas and electrical connections. Refer to the "Gas Connection" section.

Test the pilot. Must be as per diagram in the "Valve Description" section.

- 3) Install Flue Connector. Refer to the "Flue Connector Installation" section.

- 4) Install vent. Refer to the "Venting" section.

- 5) Test Gas pressure. Refer to the "Gas Pipe Pressure Testing" section.

Check aeration. Refer to the "Gas Insert Aeration System" section.

- 6) Test for flue spillage. Refer to the "Test for Flue Spillage" section.

- 7) Install standard and optional features. Refer to the following sections where applicable:

- a. Brick Panel
- b. Faceplate & Trim
- c. Flush Glass
- d. Flush Louver
- e. Full Screen Doors
- f. Remote Control
- g. Wall Switch
- h. Wall Thermostat

- 8) Final check. Refer to the "Final Check" section.

Before leaving this unit with the customer, the installer must ensure that the appliance is firing correctly and operation fully explained to customer.

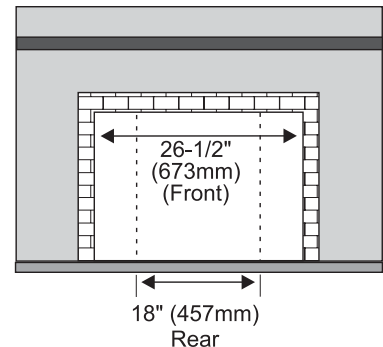
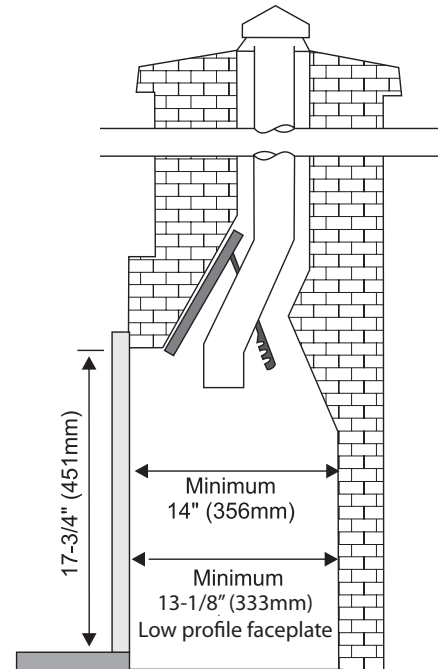
### This includes:

- 1) Clocking the appliance to ensure the correct firing rate (rate noted on label) after burning appliance for 15 minutes.
- 2) If required, adjusting the primary air to ensure that the flame does not carbon. First allow the unit to burn for 15-20 min. to stabilize.
- 3) Ensure that the appliance is venting correctly.

**CAUTION: Any alteration to the product that causes sooting or carboning that results in damage is not the responsibility of the manufacturer.**

## MINIMUM FIREPLACE CLEARANCES

Diagram shows the minimum fireplace opening required to be able to install the Regency® gas fireplace insert.



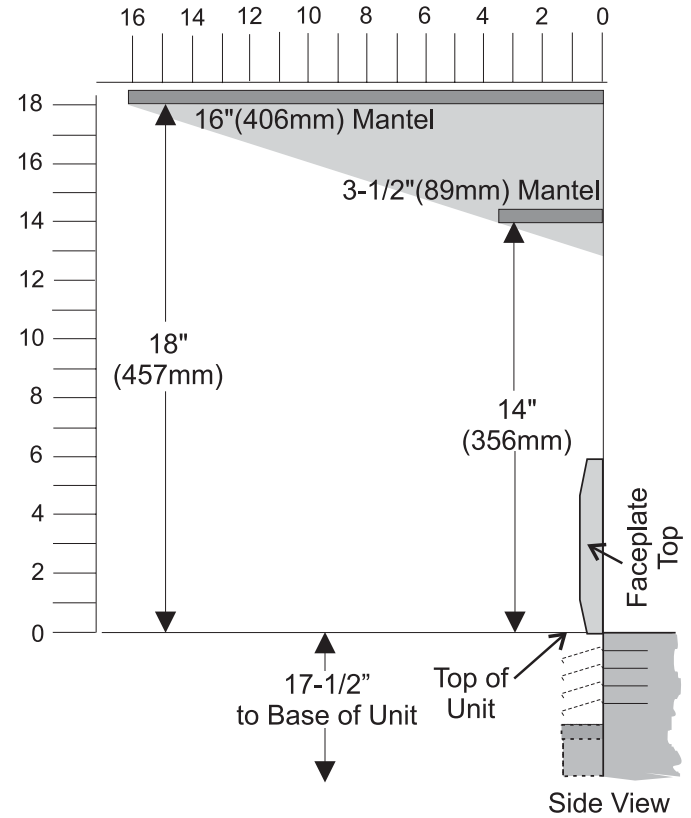
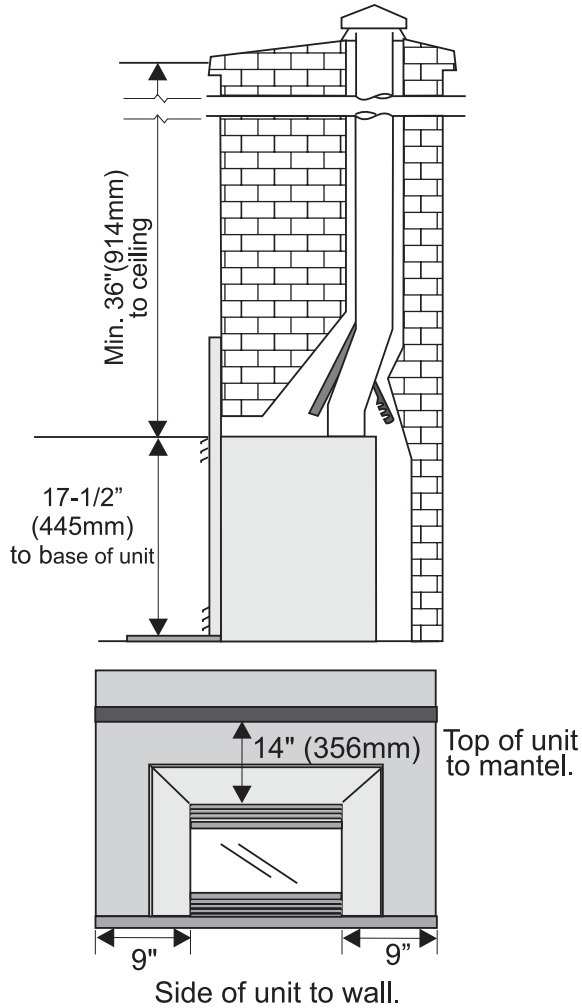
Note: If you are installing the 3" offset flue adaptor (532-920), the minimum fireplace dimensions are as follows:

**Width (at front):** 29-1/8" (740mm)  
**Depth:** 17" (381mm)  
**Height:** 18-5/8" (473mm)

## CLEARANCES TO COMBUSTIBLES

The minimum clearance from the side of the appliance to a combustible side wall is 9 inches (229mm). The minimum clearance from the top of the louver to a combustible mantel is 14 inches (356mm). The minimum height from the top of the louver to the ceiling is 36 inches (914mm).

**Note:** A non-combustible mantel may be installed at a lower height if the framing is made of metal studs covered with a non-combustible board.



## GAS CONNECTION

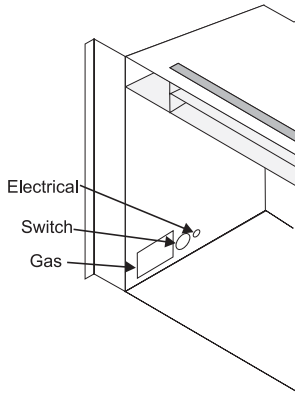
Only persons licensed to work with gas piping may make the necessary gas connections to this appliance.

The gas connection is a 3/8" NPT accessible on the left side of the unit. The gas line connection may be made of rigid pipe, copper pipe or an approved flex connector. (If you are using rigid pipe, ensure that the valve can be removed for servicing.) Since some municipalities have additional local codes it is always best to consult with your local authorities and the CAN/CGA B149 installation code.

For USA installations follow local codes and/or the current National Fuel Gas Code, ANSI Z223.1.

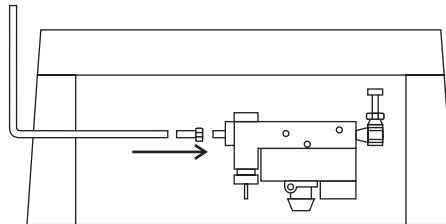
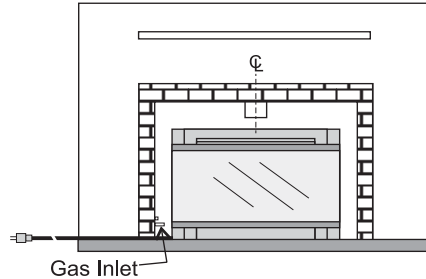
When using copper or flex connectors use only approved fittings. Always provide a union so that gas lines can be easily disconnected for burner or fan servicing. Flare nuts for copper lines and flex connectors are usually considered to meet this requirement.

**Important: Always check for gas leaks with a soap and water solution or gas leak detector. Do not use open flame for leak testing.**



For minimum and maximum supply pressure see the System Data table.

- 1) If the appliance is to be installed into an existing chimney system, thoroughly clean the masonry fireplace that has been chosen for the Regency® Gas Fireplace.
- 2) The appliance is provided with an opening on the left hand side of the control compartment for the gas line.



Note: During any pressure testing of the gas supply piping system that exceeds test pressures of 1/2 psig, this appliance and its individual shut-off valve must be disconnected from the piping system. If test pressures equal to or less than 1/2 psig are used then this appliance must be isolated from the piping system by closing its individual manual shut-off valve during the testing.

**CAUTION: If the glass is removed for servicing, it must be replaced prior to operating the appliance. The glass must be fixed in the closed position when operating.**

### System Data

**For altitude: Natural Gas 0-2000 ft.  
Propane: 0-4500 ft.**

#### Burner Inlet Orifice Sizes:

	Natural Gas	Propane
Burner	#43	#54

#### Max. Input Rating

- Natural Gas	23,500 Btu/h
- Propane	22,500 Btu/h

#### Min. Input Rating

- Natural Gas +/-5%	11,750 Btu/h
- Propane +/-5%	11,250 Btu/h

#### Supply Pressure

Natural Gas	min. 5.0" w.c.
Propane	min. 12.0" w.c.

#### Manifold Pressure (High)

Natural Gas	3.8" +/- 0.2" w.c.
Propane	11" +/- 0.2" w.c.

**Circulation Fan:** 120 VAC, 60 Hz

**Variable Speed:** 127 CFM, thermally activated

#### NATURAL GAS E21-NG3

**For altitude: 2000 ft - 4500 ft.  
Burner Inlet Orifice Size: 44 DMS**

**Max. Input Rating** 22,000 Btu/h

**Min. Input Rating** +/-5% 11,000 Btu/h

## HIGH ELEVATION

This unit is approved in Canada for altitude 0 to 4500 ft. (CAN/CGA 2.17-M91) with the orifice supplied.

## WIRING DIAGRAMS

This heater does not require a 120V A.C. supply for operation. In case of a power failure, the burner switch and the optional remote control/thermostat will continue to operate. However, a 120V A.C. power supply is needed for the fan/blower operation.

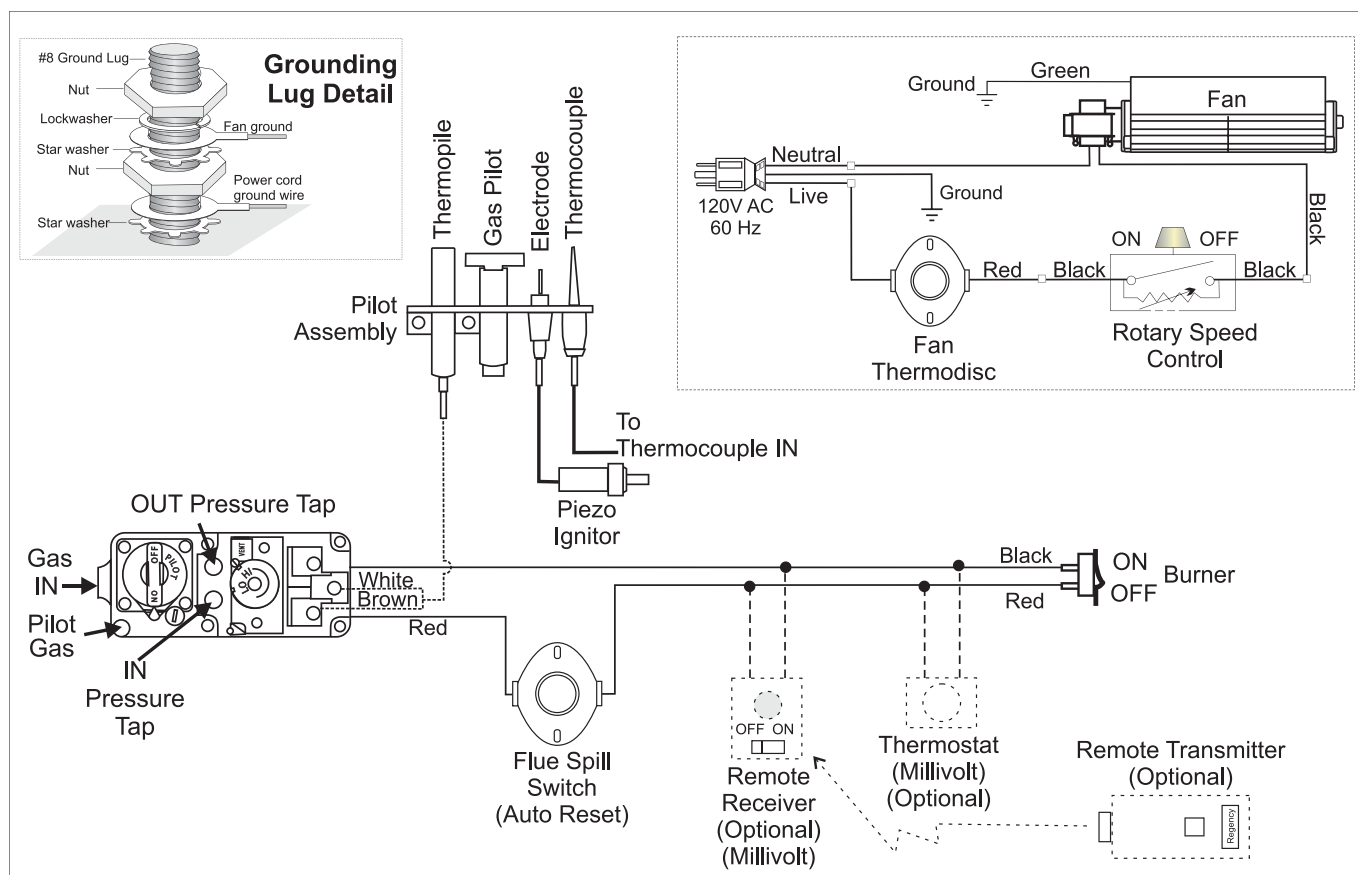
**Caution: Ensure that the wires do not touch any hot surfaces and are away from sharp edges.**

When connected with 120 volts, the appliance must be electrically grounded in accordance with local codes or, in the absence of local

codes the current CSA C22.1 (in Canada) or with the National Electrical Code ANSI/NFPA 70-1987 (in USA).

**NOTE: This unit is equipped with a heat sensor thermdisc which will prevent the blower from operating until the unit reaches the correct temperature.**

### For NATURAL GAS Units and Units NOT Equipped with DC Spark Boxes

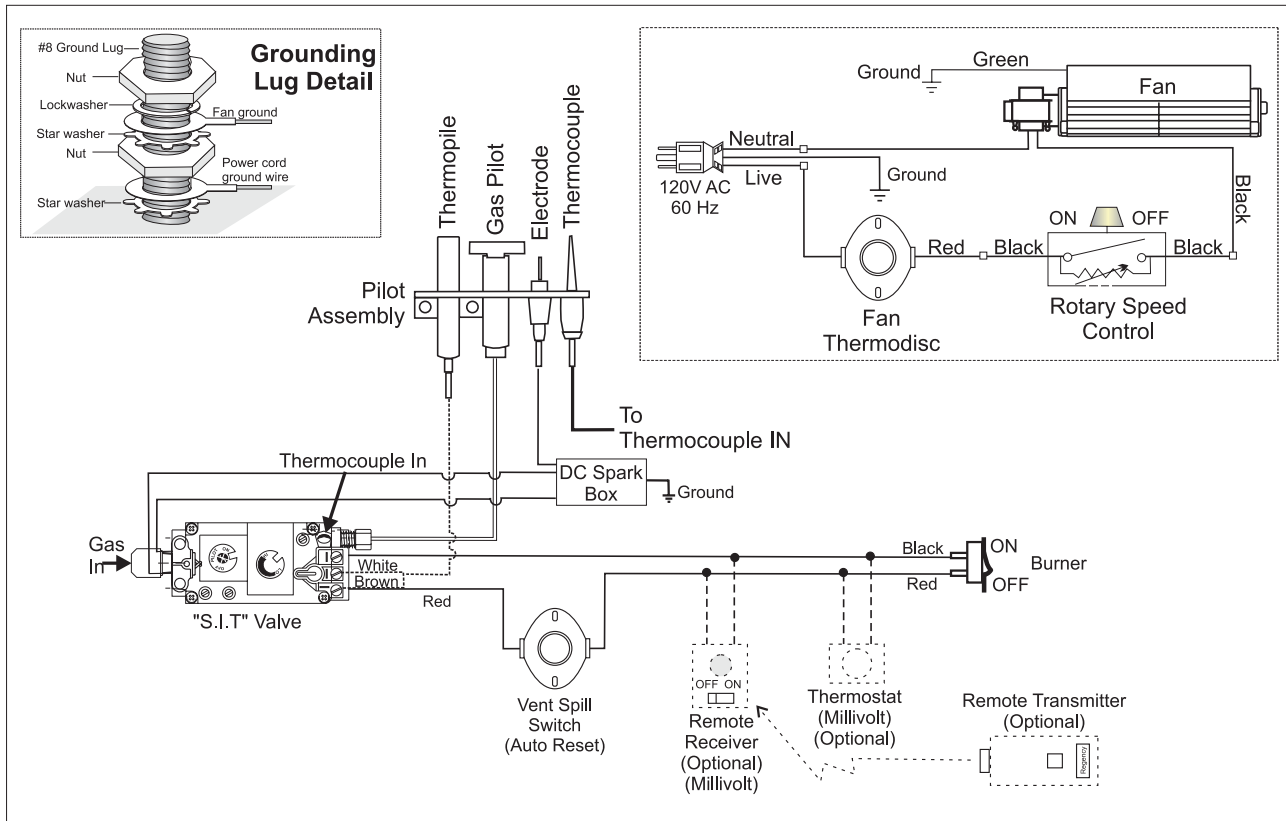


**CAUTION:** Label all wires prior to disconnection when servicing controls. Wiring errors can cause improper and dangerous operation.

**WARNING: Electrical Grounding Instructions**  
 This appliance is equipped with a three pronged (grounding) plug for your protection against shock hazard and should be plugged directly into a properly grounded three-prong receptacle. Do not cut or remove the grounding prong from this plug.

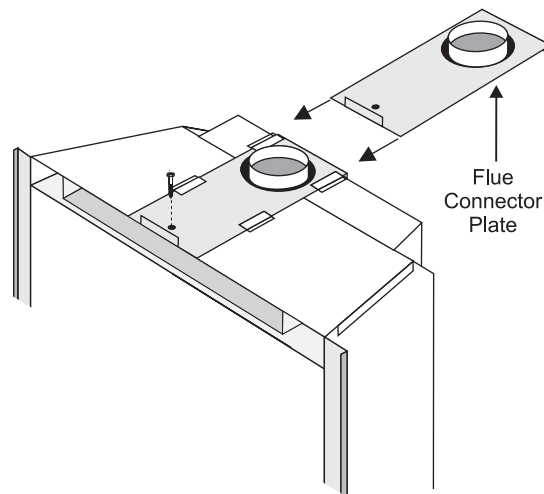
## For PROPANE Units and Units Equipped with DC Spark Boxes\*

\*For installation of the DC Spark Box refer to the LP Conversion instructions in this manual.



## FLUE CONNECTOR INSTALLATION

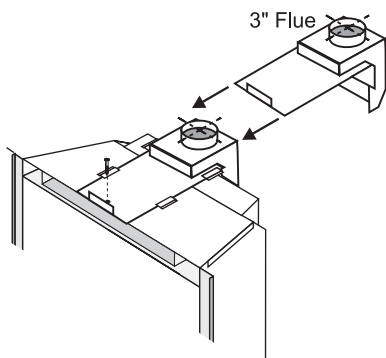
- 1) Remove the screw holding the flue connector plate to the appliance.
- 2) Slide the plate out and attach to the flue liner inside the fireplace to the flue collar with three sheet metal screws.
- 3) Place the appliance on the hearth. Push the appliance into the fireplace and at the same time slide the plate back onto the appliance.
- 4) Replace the screw holding the plate just before completely pushing the appliance into the fireplace.



**Note:** Do not operate unit if flue connector is not fastened in original position.

## OFFSET FLUE ADAPTOR

A Offset Flue Adaptor Kit, Part #532-920 is available as an accessory to move the flue outlet back for easier liner installations in deep fireplaces. The offset flue adaptor requires the use of a 3" liner.



## VENTING

**THE APPLIANCE MUST NOT BE CONNECTED TO A CHIMNEY FLUE SERVING A SEPARATE SOLID FUEL BURNING APPLIANCE.**

This appliance is designed to attach to a 4" diameter type B-Vent or double thickness approved aluminium flex liner.

The flue collar of the appliance will fit inside a standard vent and may be fastened directly

to the vent by sheet metal screw or a B-Vent, single wall vent connector. B-Vent chimneys require a 1" clearance to combustibles.

A 3" diameter type B-Vent or approved aluminium flex liner may also be used with a 4" to 3" reducing adaptor. Consult venting charts and local code requirements.

The Regency® Insert incorporates its own internal draft hood, so no additional external draft hood is required. Check periodically that the vent is unrestricted and an adequate draft is present when the unit is in operation.

Before installing the vent system ensure that the damper plate is locked into the open position and secure to prevent the damper plate from falling down and crushing the liner.

The appliance is equipped with a vent safety shutoff system and a safety control system designed to protect against improper venting of combustion products. The appliance will not function without being connected to a proper system.

**WARNING: Operation of this heater when not connected to a properly installed and maintained venting system or tampering with the vent shut-off system can result in carbon monoxide (CO) poisoning and possible death.**

This appliance must not be connected to a chimney flue serving a separate solid fuel burning appliance.

For best venting performance, we **recommend** the following venting rules:

- 1) Use only certified Type B gas vent or approved flex liner.
- 2) Follow the vent manufacturer's instructions and clearance requirements.
- 3) Observe any local code restrictions, if any, regarding the installation of gas inserts.
- 4) Use as few elbows as possible.
- 5) Keep horizontal lengths as short as possible and maintain at least an upward slope of 1/4 in. (6.4mm) for every 12 in. (305mm) of horizontal run.
- 6) Terminate the vent with a suitable certified vent cap.

## COMBUSTION AND VENTILATION AIR

**WARNING: This appliance needs fresh air for safe operation and must be installed with provisions for adequate combustion and ventilation air available to the room in which it is to be operating.**

Follow CAN/CGA B149 (in Canada) or ANSI Z223.1 (in the USA) requirements, and any local codes or regulations of the enforcing authority.

Air for combustion is drawn in through the front of the unit, therefore, the front of the unit must be kept clear of any obstructions.

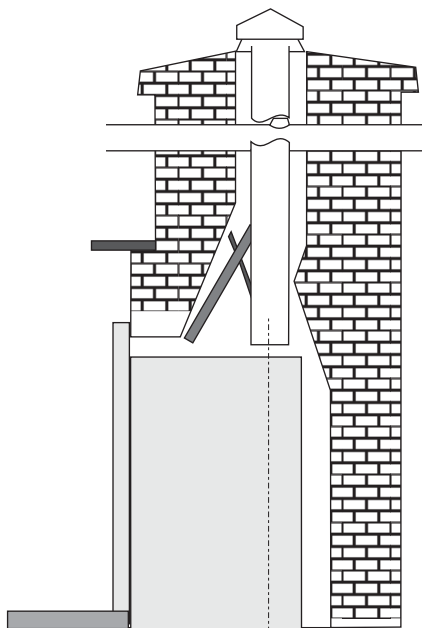
## GAS PIPE PRESSURE TESTING

The appliance must be isolated from the gas supply piping system by closing its individual manual shut-off valve during any pressure testing of the gas supply piping system at test pressures equal to or less than 1/2 psig. (3.45 kPa). Disconnect piping from valve at pressures over 1/2 psig.

The manifold pressure is controlled by a regulator built into the gas control, and should be checked at the pressure test point.

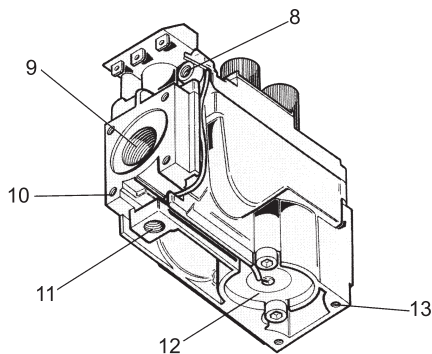
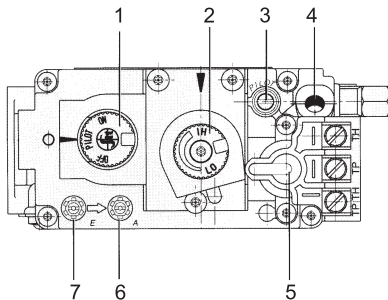
**Note: To properly check gas pressure, both inlet and manifold pressures should be checked using the valve pressure ports on the valve.**

- 1) Make sure the valve is in the "OFF" position.
- 2) Loosen the "IN" and/or "OUT" pressure tap(s), turning counterclockwise with a 1/8" wide flat screwdriver.
- 3) Attach manometer to "IN" and/or "OUT" pressure tap(s) using a 5/16" ID hose.
- 4) Light the pilot and turn the valve to "ON" position. Read manometer.
- 5) The pressure check should be carried out with the unit burning and the setting should be within the limits specified on the safety label.
- 6) When finished reading manometer, turn off the gas valve, disconnect the hose and tighten the screw (clockwise) with a 1/8" flat screwdriver. **Note: Screw should be snug, but do not over tighten**



## VALVE DESCRIPTION

- 1) Gas on/off knob
- 2) Manual high/low adjustment
- 3) Pilot Adjustment
- 4) Thermocouple Connection
- 5) Main Operator
- 6) Outlet Pressure Tap (Manifold Pressure)
- 7) Inlet Pressure Tap (Supply Pressure)
- 8) Pilot Outlet
- 9) Main Gas Outlet
- 10) Flange Securing Screw Holes
- 11) Alternative TC Connection Point
- 12) Thermoelectric Unit
- 13) Additional Valve Mounting Hole



## GAS INSERT AERATION SYSTEM

The aeration adjustment rod is attached to the air shutter which is located just above the orifice bracket. The rod is used to adjust the aeration on the main burner without having to take the appliance apart.

The burner aeration is factory set but may need adjusting due to either the local gas supply, air supply or altitude.

Natural Gas: 1/8" open  
Propane: 5/16" open

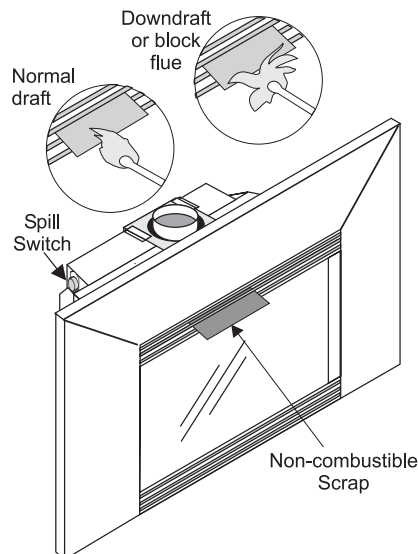
**Note:** Any damage due to carboning resulting from improperly setting the aeration controls is NOT covered under warranty.

**Note:** Aeration Adjustment should only be performed by an authorized Regency® Installer at the time of installation or service.

## TEST FOR FLUE SPILLAGE

A " spillage" test must be made before the installed unit is left with the customer. Follow the procedure below:

- 1) Close all external doors and windows in the house.
- 2) Light the unit and set controls to maximum. Turn fan to OFF on unit.
- 3) After five minutes, test that there is a "pull" on the flue by placing a smoking match, cigarette or similar device which gives off smoke, in front of the upper part of the louver. To ensure a valid test, place

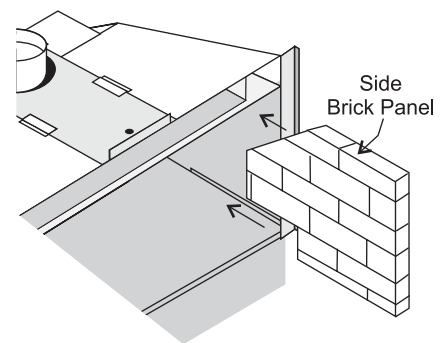
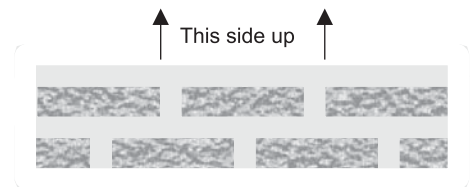


a scrap piece of sheet metal (or other noncombustible material) in the upper louver, this will prevent the natural convection of the unit from interfering with the test.

**Note:** The smoke should be drawn into the louver. If the smoke is still not drawn in, turn the unit off and check for the cause of the lack of draft. If necessary, seek expert advice.

## OPTIONAL BRICK PANEL

- 1) Unwrap the brick pattern panels from the protective wrapping.
- 2) With the glass removed, position the back panel first (see diagram for correct positioning), then the two side panels. Slide the side brick panel into place from the front of the firebox, there is a tab at the top of the unit to hold the side panels in place.
- 3) The brick panels should be tight against the firebox sides and back. The side panels should be flush with the glass.



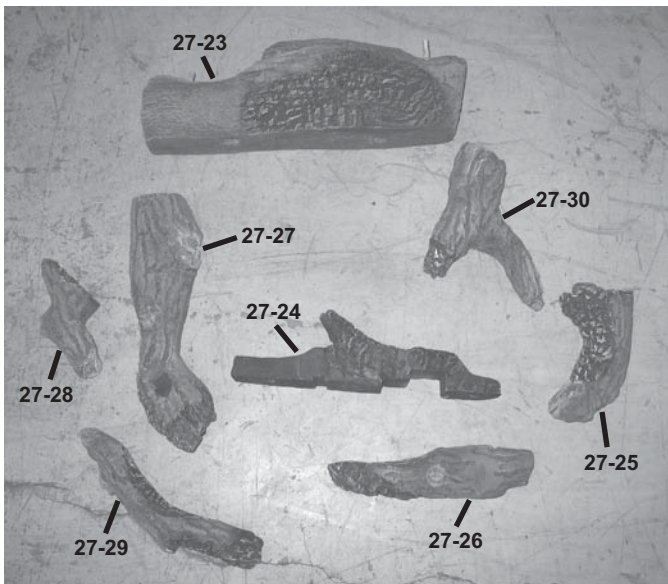
**Note:** Use caution when sliding side panels in as they can easily be scratched by the brick panel tabs.

## LOG SET INSTALLATION

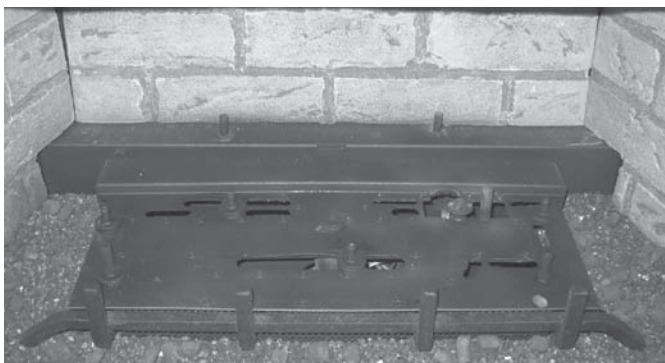
Read the instructions below carefully and refer to the images. Dangerous operating conditions may occur if the logs are not positioned in their correct locations. If the logs are broken do not use the unit until they are replaced. Broken logs can interfere with the pilot operation.

Log kit (Part # 533-930) contains the following pieces:

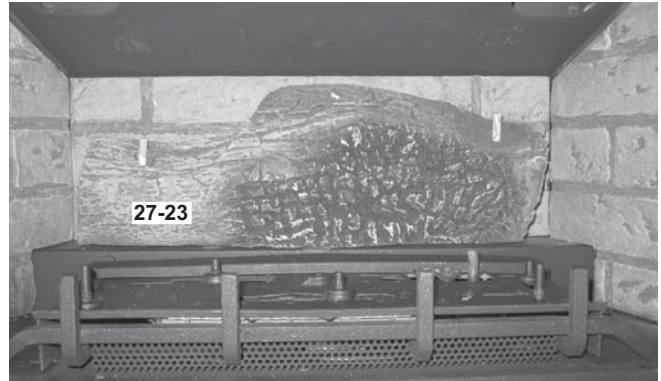
- a) 27-23 Back Center Log
- b) 27-24 Middle Center Log
- c) 27-25 Middle Right Log
- d) 27-26 Front Right Log
- e) 27-27 Center Front Log
- f) 27-28 Middle Left Log
- g) 27-29 Front Left Log
- h) 27-30 Back Right Log
- i) 902-156 Embers Lava
- j) 902-153 Rock Wool
- k) 902-179 Vermiculite
- l) 946-669 Platinum Embers (supplied with packaged manual)



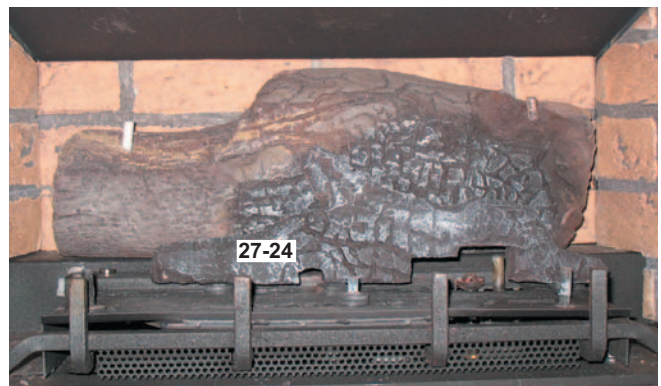
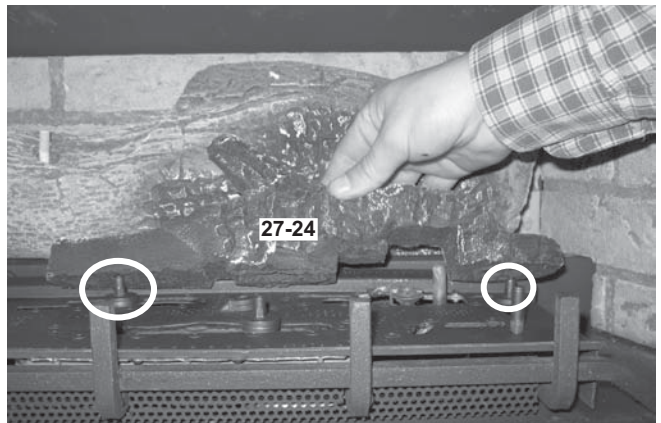
- 1) Carefully remove the logs from the box and unwrap them. The logs are fragile, handle with care - **do not force into position.**
- 2) Spread vermiculite around the firebox base. Then take some embers and spread them over the vermiculite as shown.



- 3) Fit log 27-23 into the pins on the back log tray.

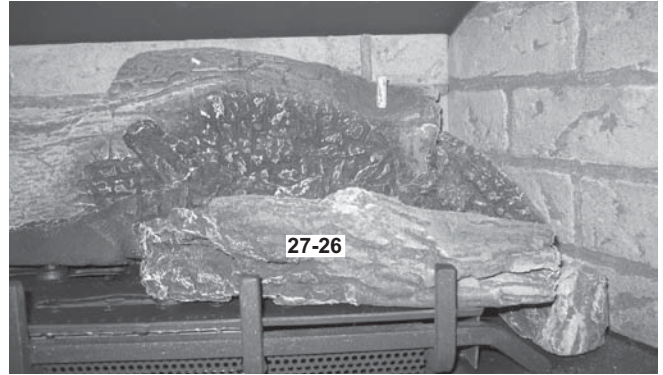
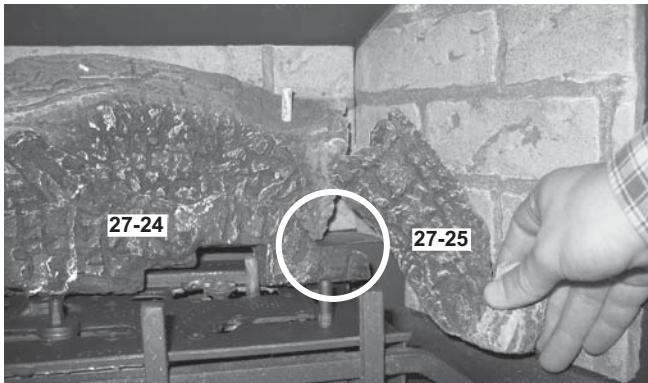


- 4) Fit log 27-24 into the pins on the middle right hand side of the burner.

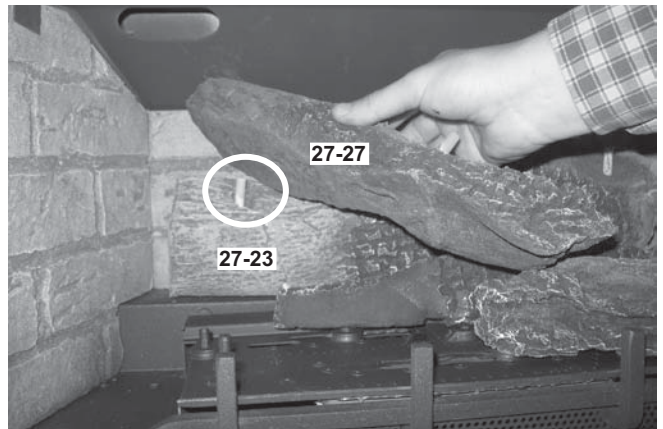
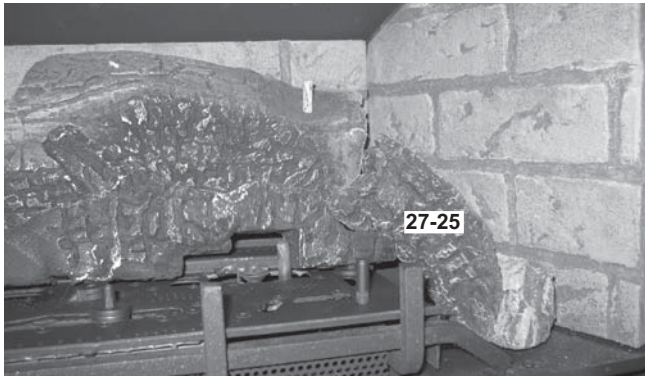




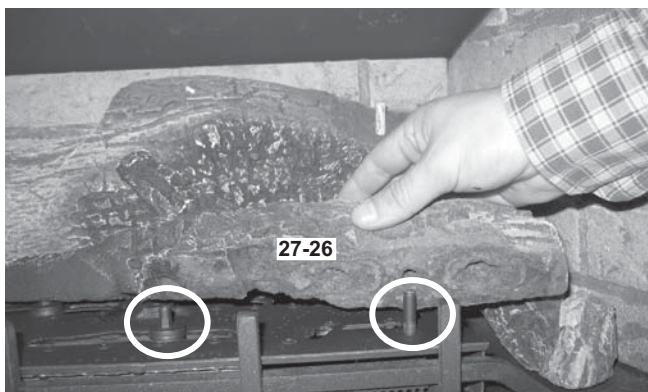
- 5) Rest the top of log 27-25 in the notch in log 27-24 and rest the bottom end of log 27-25 on the firebox base.



- 7) Fit the top end of log 27-27 into the pin in log 27-23 and rest the bottom end of log 27-27 against the 2nd grate post.



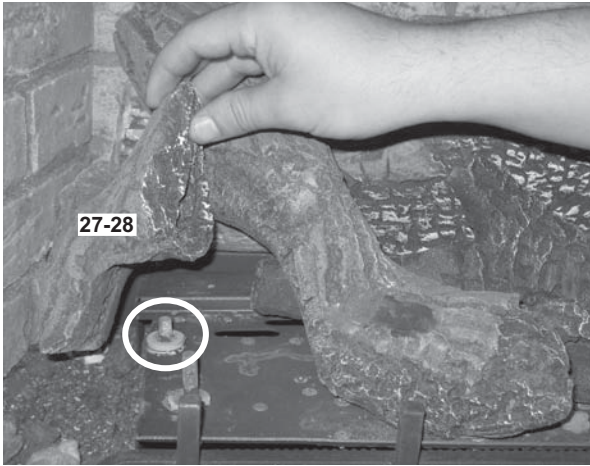
- 6) Fit log 27-26 into the pins on the front right side of the burner.



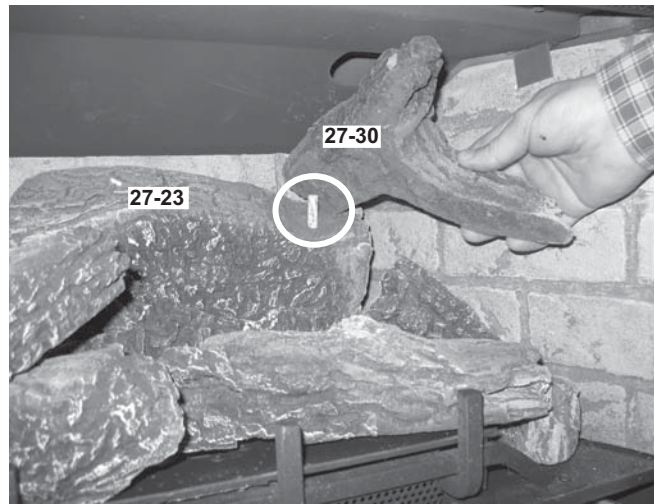
2nd Grate Post

# INSTALLATION

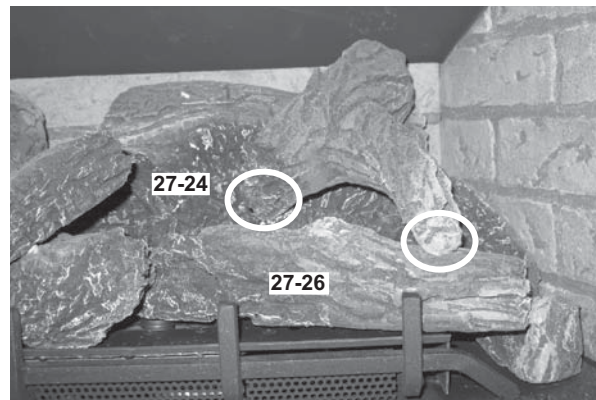
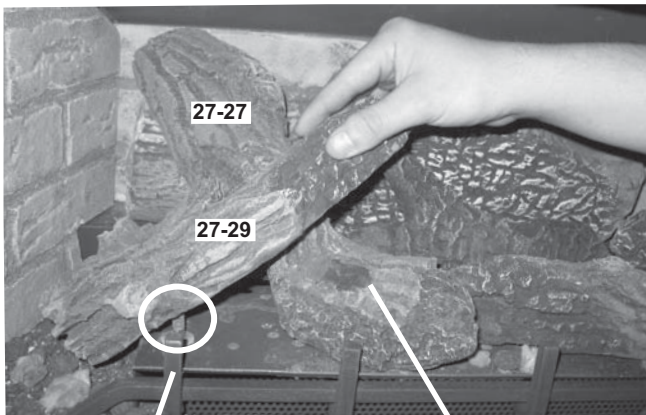
- 8) Fit log 27-28 into the pin on the left side of the burner.



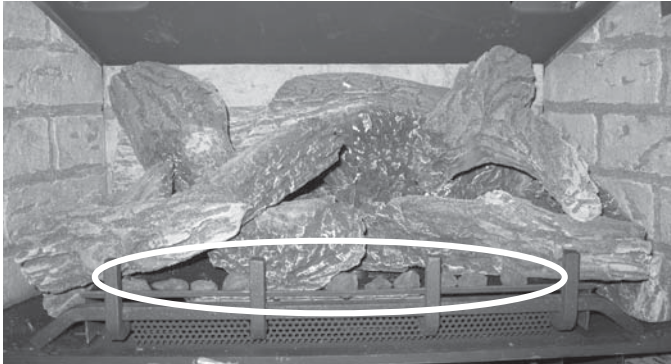
- 10) Fit the top of log 27-30 into the pin on the right side of log 27-23 and rest the bottom of the log on the notches in logs 27-26 and 27-24.



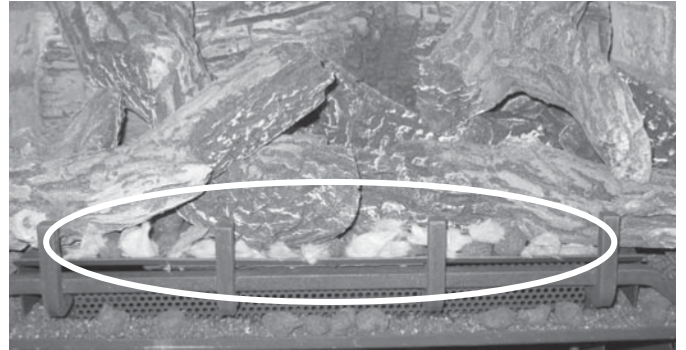
- 9) Fit the left end of log 27-29 into the pin on the front left side of the burner (in front of the 1st grate post) and rest the right end of log 27-29 onto the notch on log 27-27.



- 11) Place embers along the front of the burner as shown. **Ensure not to cover any burner ports.**

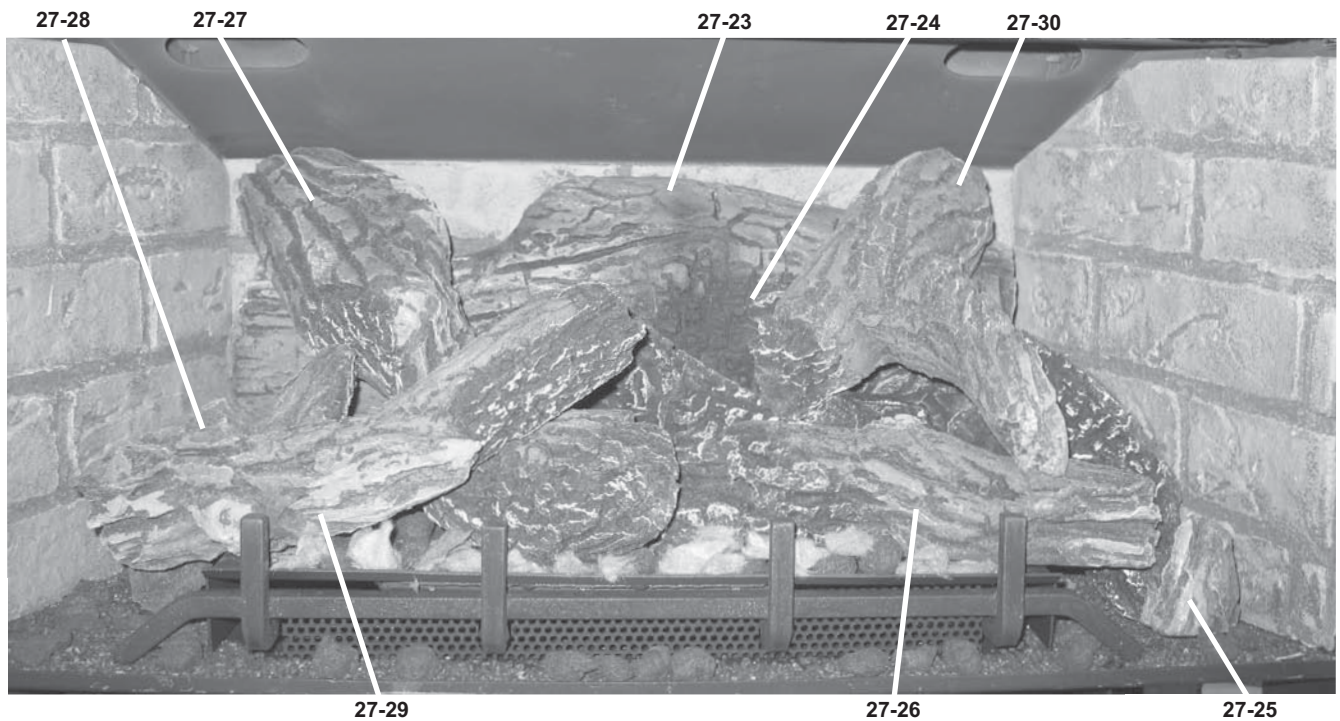


- 12) Place rock wool along side the embers on the front of the burner as shown. **Ensure not to cover any burner ports.**



- 13) Separate platinum embers and place on the burner just in front of the logs. Avoid stacking platinum embers.

## Completed Log Set Installation



## FACEPLATE & TRIM INSTALLATION

- 1) Lay the faceplate panels flat, face down on something soft so they don't scratch.
- 2) Take the top faceplate and align the holes in it with the holes in the side panels. Using the screws provided, attach from the top of the panel (the holes in the top panel are slightly larger than the holes in the side panel to facilitate easier installation). See diagram 1.

**Hint:** Don't tighten the trim to the bottom of the faceplate side panels with the screws provided. See diagram 1.

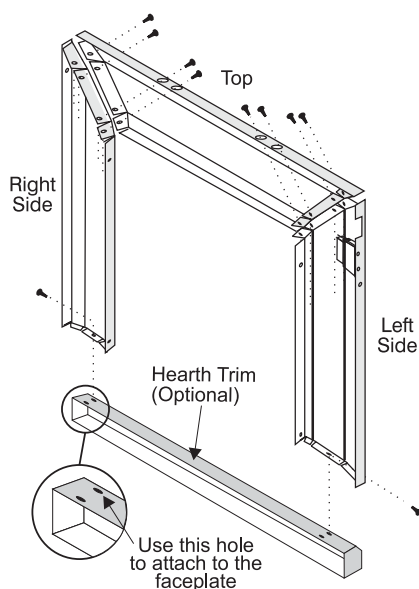


Diagram 1

**Hearth Trim Option:** Hearth Trim is an option that can be used to finish off the installation when the bottom of the fireplace is higher than the hearth or to raise the fireplace. Lay the faceplate side panels flat, face down on something soft so they don't scratch. Attach the Hearth Trim to the bottom of the faceplate side panels with the screws provided. See Diagram 2. Now attach the assembled pieces to the insert body.

- 3) Using the connectors provided, join the left side trim (with the ON/OFF switch) to the top trim. See diagram 2. Connect the right side trim to the top trim.

- 4) Place the trim on the assembled faceplate panels, aligning the wire connections from the switches with the notch on the left side panel.
- 5) Connect the fan switch wires by taking the black and red wires with the male ends (in the grey harness) and connect them with the wire connectors from the fan speed control.

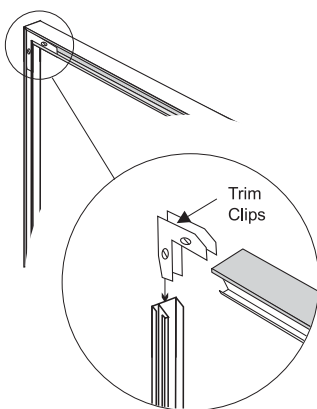


Diagram 2

- 6) Connect the ON/OFF switch wires by taking the black and red wires with the female ends and connecting them to the ON/OFF switch.
- 7) Tuck the wires into the faceplate to keep them away from the insert using the clip provided. Attach the clip to the rear of the faceplate to ensure that the wires do not touch the side of the unit. See diagram 3.
- 8) The power cord should be run behind the

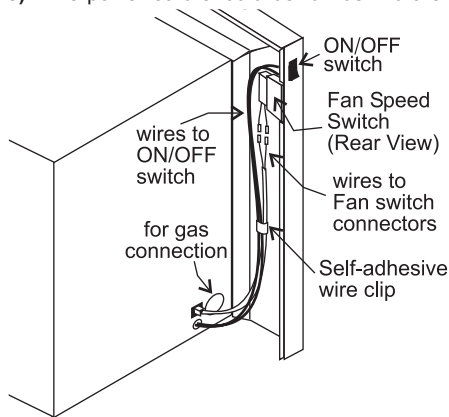


Diagram 3

faceplate panel.

- 9) Attach the brass trim to the faceplate by drilling a 1/8" hole through into the faceplate using the hole in the trim as a guide. Fasten the trim to the faceplate panels using the gold plated screws. See diagram 4.
- 10) Attach the faceplate panels to the insert

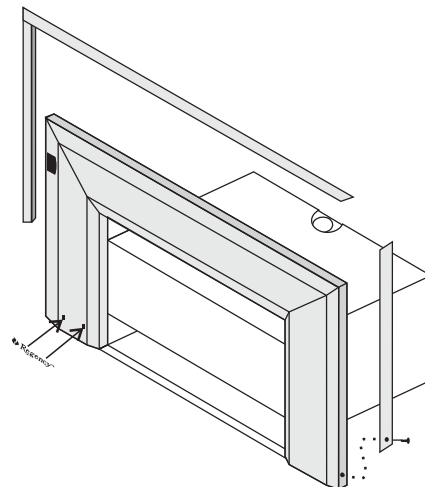


Diagram 4

body using the 4 remaining black screws. See diagram 5.

- 11) Push the logo plate into the two holes in the bottom left corner of the faceplate. See diagram 4.

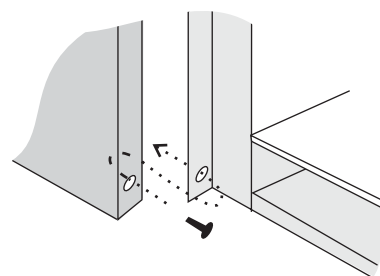
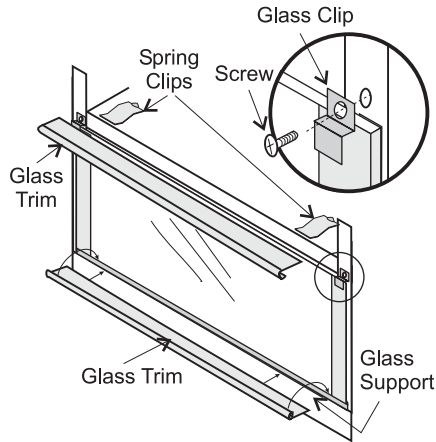
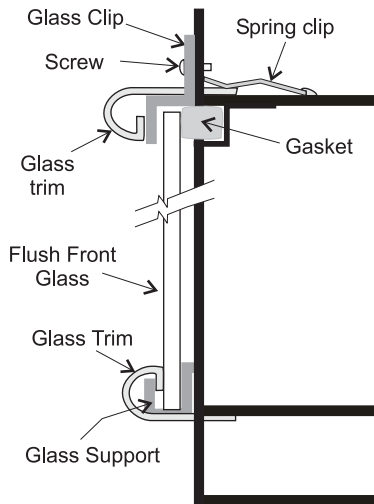


Diagram 5

## FLUSH GLASS

- 1) Install the **bottom glass trim** onto the glass support.
- 2) Slide the glass into the bottom glass trim and secure with the glass clips using the 2 phillips head screws at the top.
- 3) Slide the top glass trim by sliding under the two spring clips.

**Note:** To re-install the glass, reverse the procedure.



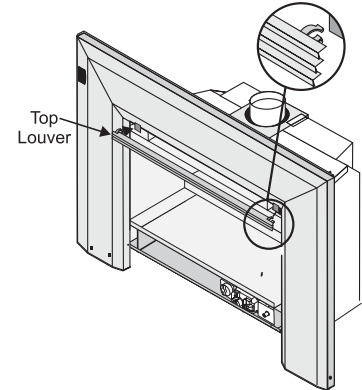
### WARNING

**The use of substitute glass will void all product warranties.**

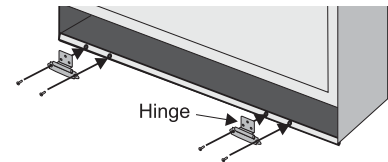
**Do not operate the appliance if the glass panel(s) are removed, cracked or broken. Replacement of the glass panel(s) should be done by a qualified service person.**

## FLUSH LOUVERS

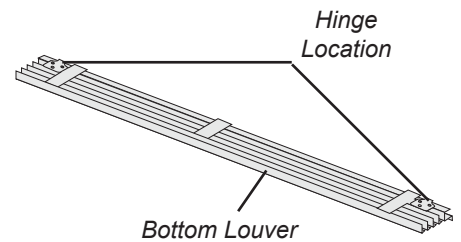
- 1) The Top Louver is held in place by Spring Clips. Push into place as shown.



- 2) Install the Spring Hinges on the left and right side of the bottom of the Firebox using 2 screws per hinge.



- 3) Place the Bottom Louver near the hinge. Flip hinge over the Bottom Louver and secure using 3 screws.



## Conversion Kit# 534-969 from NG to LP

**THIS CONVERSION MUST BE DONE BY A QUALIFIED GAS FITTER IF IN DOUBT DO NOT DO THIS CONVERSION !!**

### Each Kit contains one LPG Conversion Kit and one DC Sparker Kit.

#### LPG Conversion Kit Contains:

Qty.	Part #	Description
1	904-163	Burner Orifice #54
1	904-529	5/32" Allen Key
1	918-590	Label "Converted to LPG"
1	908-528	Red "LPG" label
1	910-037	LP Injector (Pilot Orifice)
1	910-233	Thermodisc Switch
1	918-482	Instruction Sheet

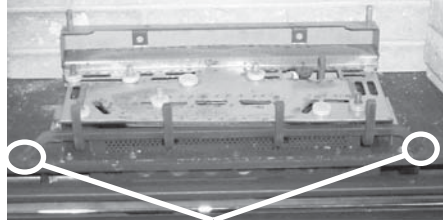
#### DC Sparker Kit Contains:

Qty.	Part #	Description
1	820-475	Bracket DC Sparker
1	820-476	Bracket DC Sparker
1	904-153	Washer #8 External Star
1	904-330	Nut 8-32 Hex
1	904-531	Bushing Split Plastic 0.500 in.
1	904-543	Screw 8-32 x 3/4 Pan Head
2	904-553	Screw #8 x 1/2 Type "B", Black Oxide
1	910-073	Spark Generator Battery Holder
1	910-074	Spark Generator Switch C/W Wire
1	910-078	Battery Size AA Energizer En91
1	910-199	Clip Wire Holder
1	910-903	Wire Fan To Power Cord Ground 30 in.
	904-781	Velcro Hook, Black
	904-782	Velcro Hook, Black

### Installation of LPG Conversion Kit:

- 1) Turn the unit off and allow it to cool to room temperature.
- 2) Shut off gas supply.
- 3) Unplug or disconnect power source to stove.
- 4) Remove glass front (see Door Glass Replacement section in the manual).
- 5) Remove logs and brick panels (if installed).

- 6) Remove the Grate by removing the 2 screws; one on each side of the grate.



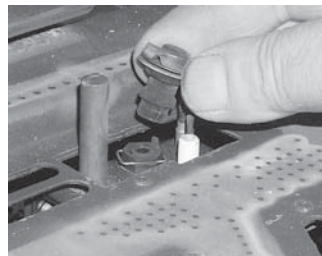
Remove the 2 screws holding the grate in position.

- 7) Remove the Burner Tray by removing 1 screw on each side of the tray, then slide the tray to the left and lift out.

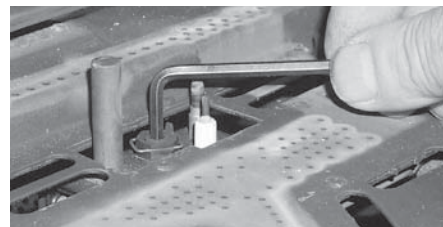


Remove the 2 screws, push Burner Tray to the left, and lift off.

- 8) Pull off the pilot cap to expose the pilot orifice.



- 9) Unscrew the pilot orifice with the allen key (provided) and replace with the LP pilot orifice in the kit.



- 10) Remove burner orifice with 1/2" wrench. Use another wrench to hold onto the elbow behind the orifice. Replace with the #54 orifice in the Kit.



Burner Orifice

- 11) Turn control knob to the "OFF" position.
- 12) Remove the black protection cap by hand from the high-low knob (Fig.1).



Fig. 1

- 13) Insert a 5/32" or 4mm Allen wrench into the hexagonal key-way of the screw (Fig. 2), rotate it counter-clockwise until it is free and extract it.



Fig. 2

- 14) Check that the screw is clean and if necessary remove dirt.
- 15) Flip the screw (Fig. 3).



Fig.3

- 16) Using the Allen wrench as shown in Fig.4, rotate the screw clockwise until snug, do not overtighten.

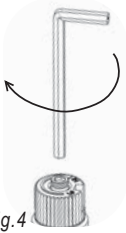


Fig.4

**WARNING!**  
Do not overtighten the screw.  
Recommended to grip the wrench by the short side.

- 17) Verify that if the conversion is from NG to LPG, the screw must be re-assembled with the red o-ring visible (Fig. 5).

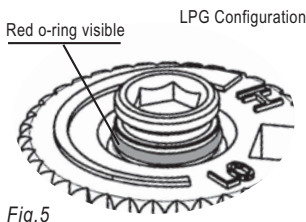


Fig.5

- 18) Re-assemble the black protection cap (Fig. 6).

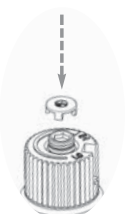
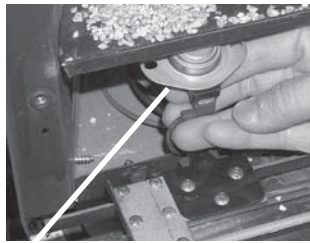
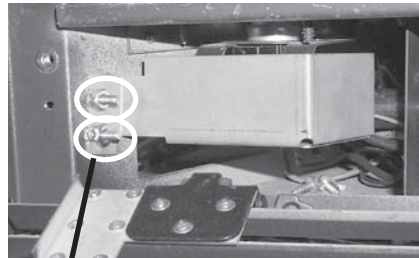


Fig. 6

**WARNING!**  
Also check that the pilot and main burner injectors are appropriate for the gas type.

- 19) Replace Burner Tray and reverse steps 6) to 1).
- 20) Adjust the burner aeration setting from 1/8" to 3/16" as required for the best flame picture.
- 21) Remove the switch cover from the left side of the body base. Disconnect the 2 wires from the thermodisc and pull the thermodisc out of the bracket under the left side of the firebox bottom. Replace with the Thermodisc supplied with this kit and reconnect the 2 wires.

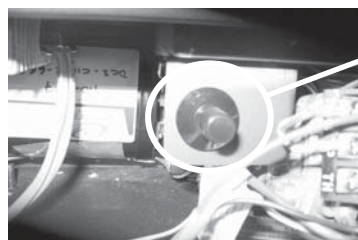


Remove the 2 nuts holding the switch box in place, then pull the thermodisc out of the bracket.

- 22) Attach the label "This unit has been converted to LPG" near or on top of the serial # decal.
- 23) Replace the yellow "NG" label with red "LPG" label.

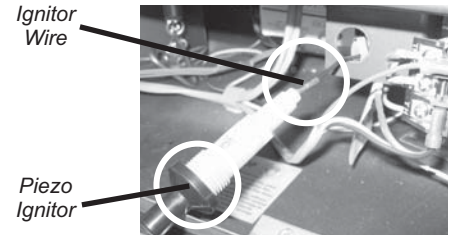
### Installation of the DC Sparker:

- 24) Locate the Piezo Ignitor situated at the side of valve.

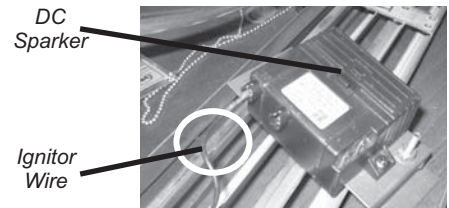


Piezo Ignitor

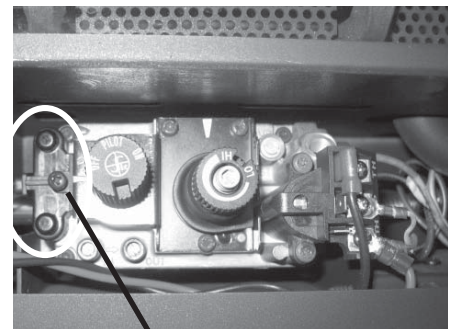
- 25) Remove the Piezo Ignitor by unscrewing the nut at the back of the mounting bracket.



- 26) Disconnect the ignitor wire from the Piezo Ignitor and connect it to the DC Sparker.

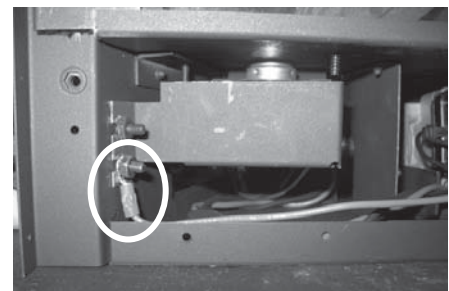


- 27) Connect the DC spark generator wires to the SIT Valve with the screw, which is provided in the kit.



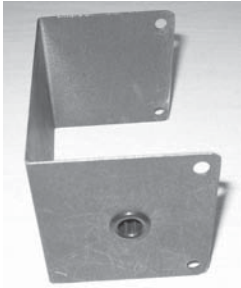
Screw

- 28) Reattach the switch cover. Reinstall the top 11/32 nut star washer into place. Then install the ground wire onto the bottom lug and reinstall the 11/32 nut star washer to secure in place.

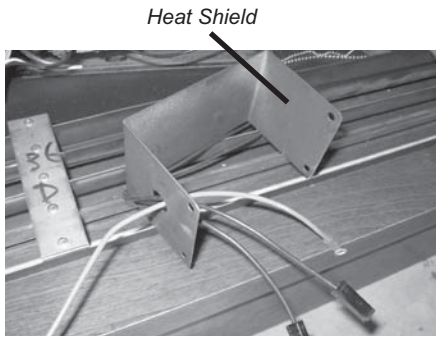


# INSTALLATION

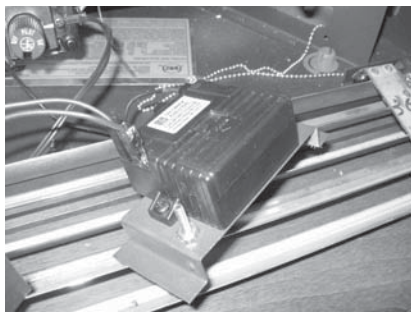
- 29) Install the 1/2" bushing to the heat shield.



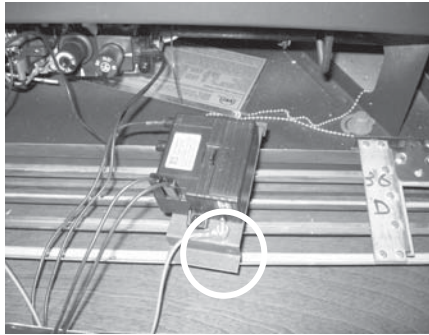
- 30) Run the other end of the ground wire and DC spark generator wires through the bushing on the heat shield.



- 31) Plug the DC spark generator wires to the DC Sparker.



- 32) Connect the ground wire to the DC Sparker mounting bracket.



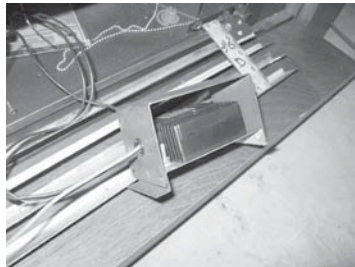
- 33) Install the supplied battery into the DC Sparker Box by opening the battery compartment.

**NOTE:** The battery in the DC Sparker Box will need to be replaced annually.

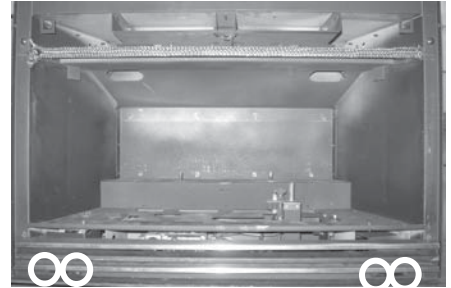
Battery Compartment



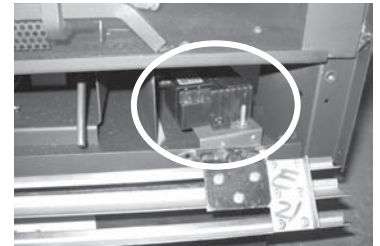
- 34) Mount the heat shield to the DC Sparker. Secure into place with the velcro, which is provided in the kit.



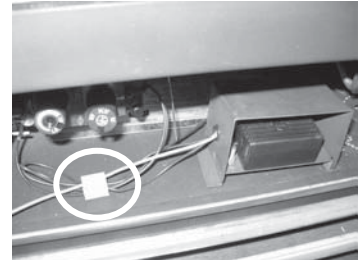
- 35a) Remove the bottom louver (if in place) by unscrewing the four screws located on the hinges.



- 35b) Location to mount the DC Sparker.



- 36) Tie up the loose wire with the wire clip.



- 37) Check for gas leaks.

- 38) Check inlet and outlet pressures.

- 39) Check operation of flame control.

- 40) Check for proper flame appearance and glow on logs.

**Installer Notice:**  
These instructions must be left with the appliance.

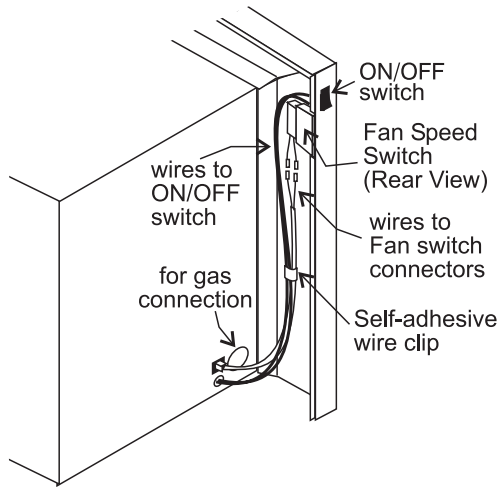


## FULL SCREEN DOORS

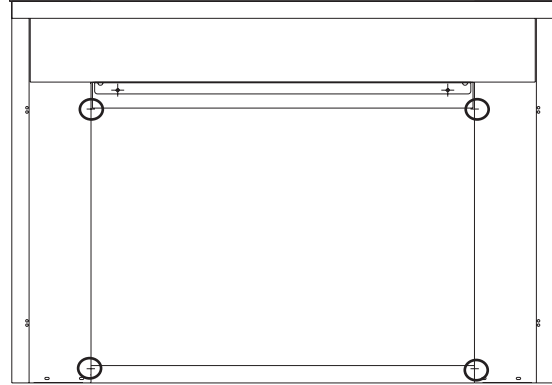
- 1) Hold the full screen door up against the unit in order to make the following wire connections.

Pull the ON/OFF connector wires thru the box and connect them to the switch.

Connect the fan switch wires with the wire connectors from the fan speed control. Place clips over wires and tuck into side trim.

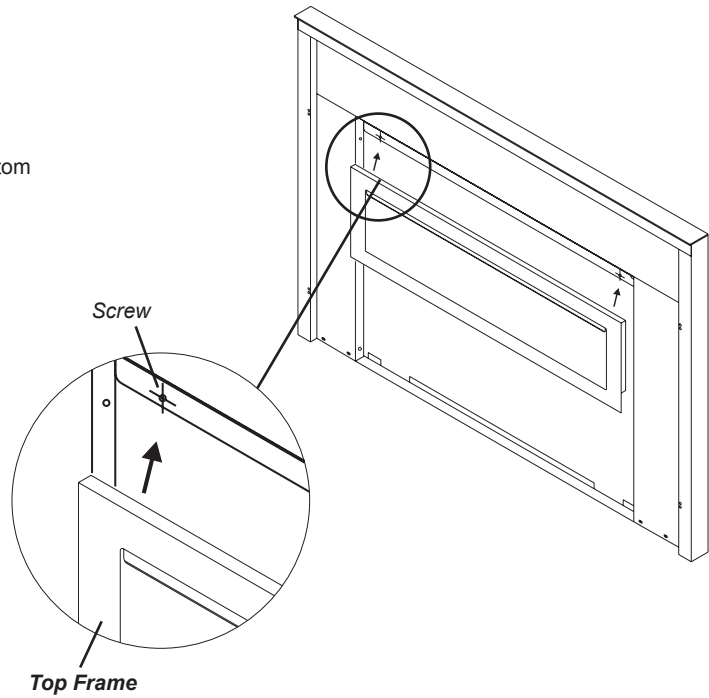
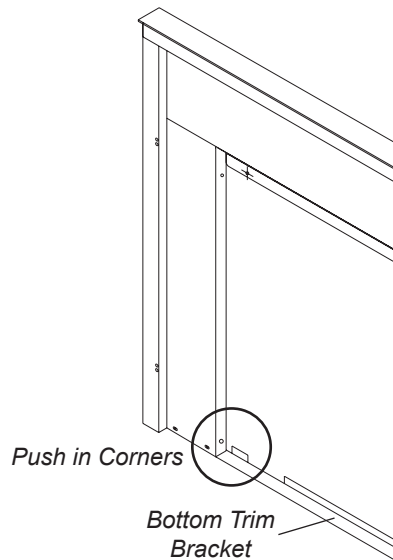


- 3) Completely secure full screen door to the unit by securing 4 screws to the Left and Right Side Trim.



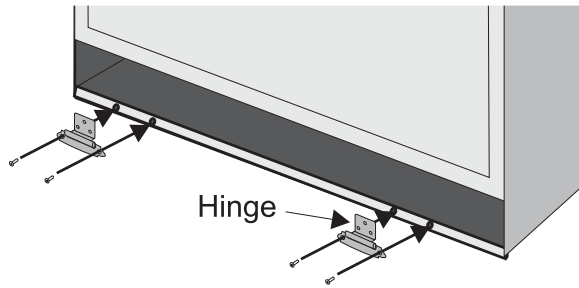
- 4) Secure the Top Frame by sliding it on the screws at the top of the full screen door. It is held in place by magnets.

- 2) Lift the unit up slightly and push down on the corners of the Bottom Trim Bracket and slide under unit.

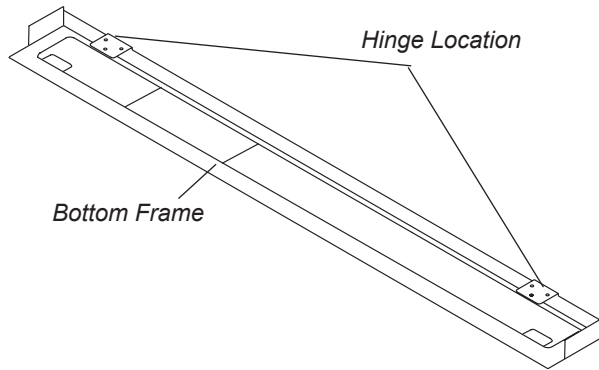


# INSTALLATION

- 5) Install Spring Hinges to the Left and Right Side of the bottom of the firebox using 2 screws per hinge.

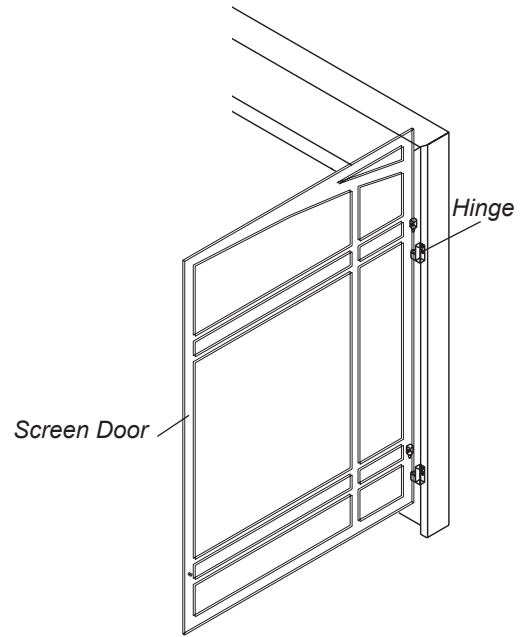


- 6) Place Bottom Frame near hinge. Flip hinge over Bottom Frame and secure with 3 screws each.



- 7) Install the Left and Right Side Screen Doors by placing over top of the hinges on the faceplate.

Hold the door at a 45 degree angle to avoid scratching the faceplate.



- 8) Close screen doors.

## LOW PROFILE FACEPLATE INSTALLATION

- 1) Attach the inner faceplate panel to the insert body using 4 screws in the locations shown below.



Diagram 1



Diagram 2

- 2) Connect the male end black and red fan switch wires to the wire connectors from the fan speed control.

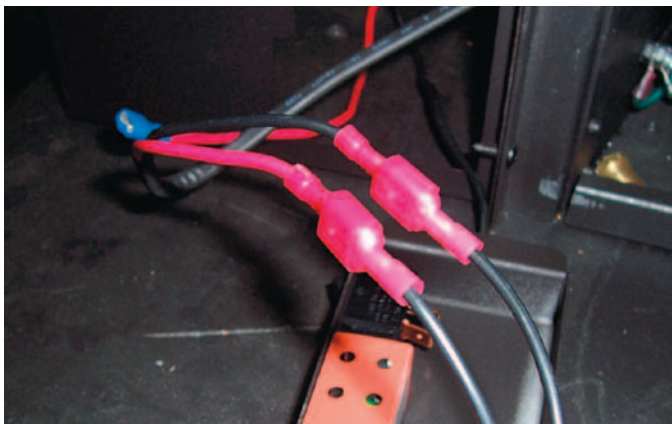


Diagram 3

- 3) Connect the female ends of the ON/OFF switch - to the ON/OFF switch in the control box.

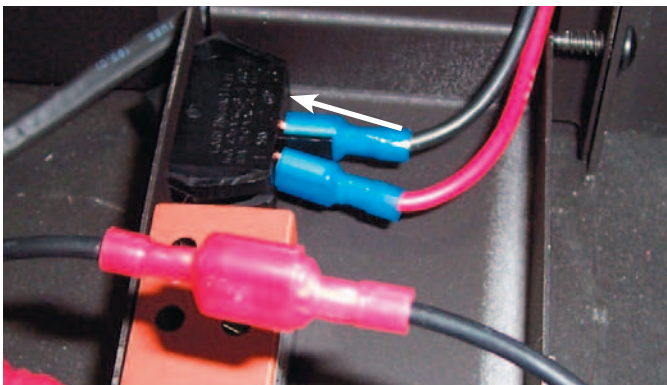


Diagram 4

- 4) Tuck the wires into the clip to keep them away from the insert using the clip provided. Attach the clip to the rear of the faceplate to ensure that the wires do not touch the side of the unit. The power cord should be run behind the inner faceplate panel.



Diagram 5

- 5) Install the on /off switch - fan speed control box to the left hand bottom leg of the inner faceplate. Controls located on the left side.



Diagram 6

- 6) Attach the 2 bottom louver hinges to the bottom flange on the firebox using 2 screws per hinge.

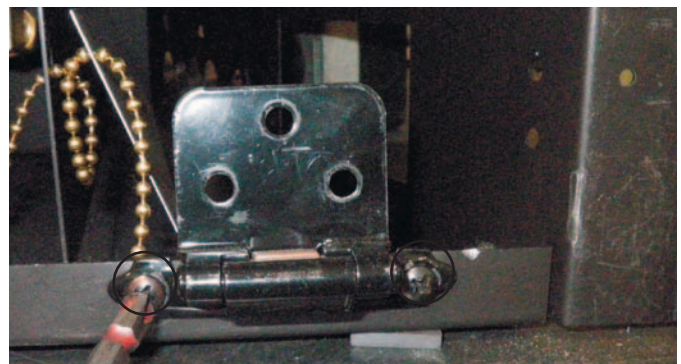


Diagram 7

# INSTALLATION

- 7) Attach the bottom louver to the 2 hinges using 2 screws per hinge. When complete - flip the louver up to close.



Diagram 8



Final Install

Diagram 11

- 8) Hook door frame on 2 pins over glass door in locations shown below in Diagram 9.



Diagram 9

- 9) Take the outer faceplate, line up the openings on the left and right legs and install onto the inner faceplate panel pins.

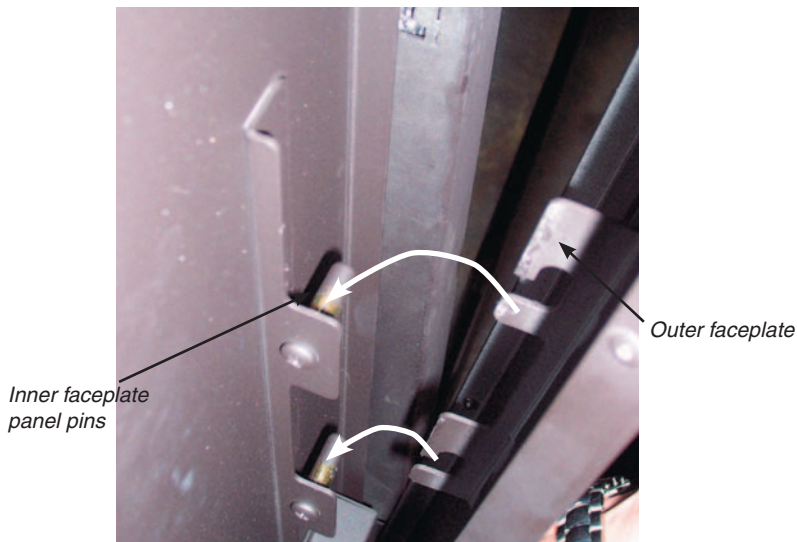


Diagram 10

## LOW PROFILE HEARTH TRIM INSTALLATION

Hearth Trim is an option that can be used to finish off the installation when the bottom of the fireplace is higher than the hearth or to raise the fireplace.

- 1) For units L390E/HZI390E/L540E/HZI540E—remove 4 screws in locations shown below to remove outer faceplate.

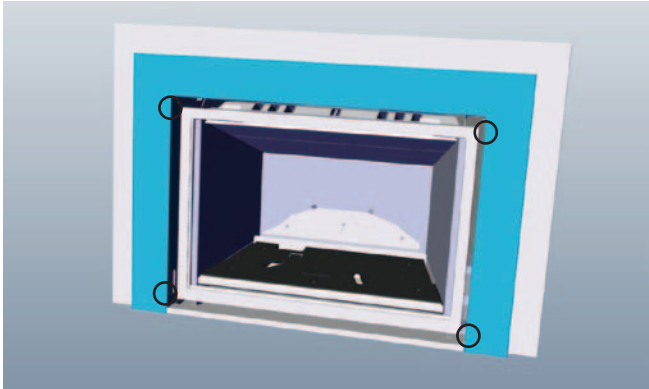


Diagram 1—Screw Locations

- 1a) For units L390PB/HZI390PB/U31/U32/E21/E33—remove outer faceplate by lifting up and out from backing plate.

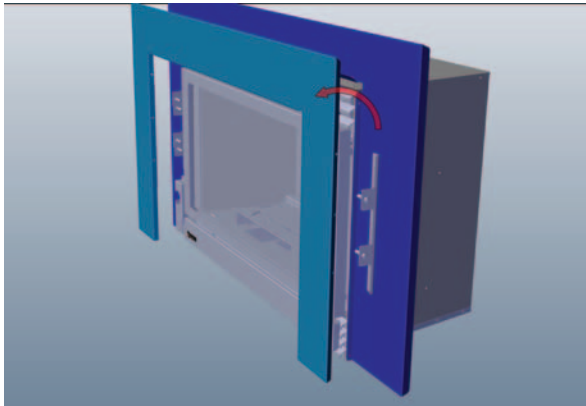


Diagram 2—Lift off Front Faceplate

\*\*If no holes are present on the backing plate, proceed to the Step 3.

- 2) If screw holes are present on backing plate, secure the hearth trim to backing plate with 2 screws on each side.



Diagram 3—Hearth Trim Secured to Backing Plate

\*\* If no screw holes are present.

- 3) Remove backing plate by removing 4 screws—lay down flat.

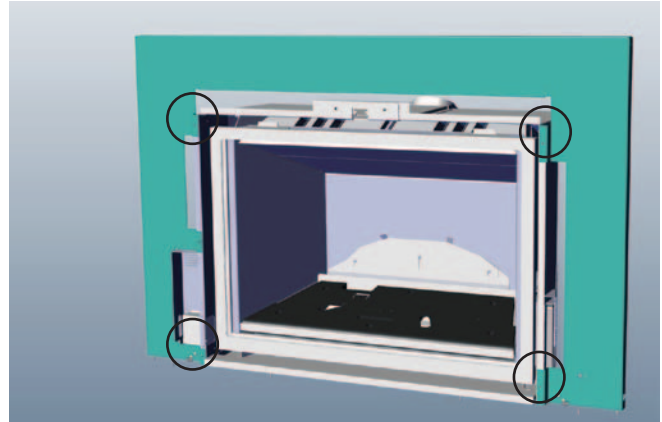


Diagram 4—Backing Plate Removal Units L390E/HZI390E/L540E/HZI540E

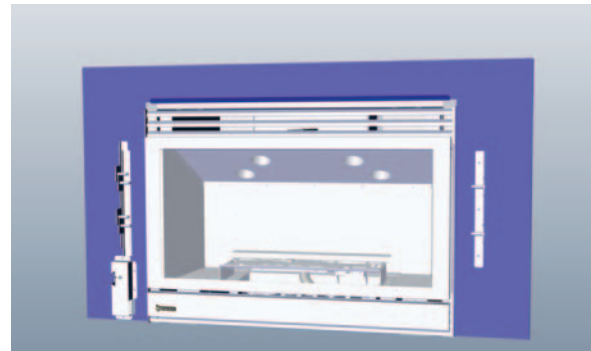


Diagram 5—Backing Plate Removal Units U31/U32/E21/E33

- 4) Secure hearth trim to backing plate with a clip on each side as shown in Diagram 6. Ensure the hearth trim is evenly spaced on either side of the backing plate.

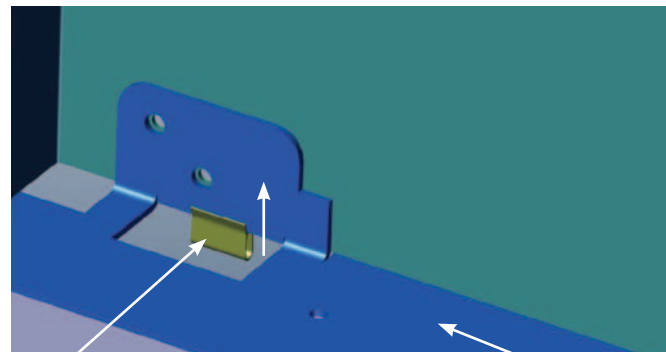


Diagram 6—Hearth Trim Clip

- 5) Reinstall backing plate.  
6) Reinstall outer faceplate.

## REMOTE CONTROL

Use the Regency Remote Control Kit approved for this unit. Use of other systems may void your warranty.

The remote control kit comes with a hand held transmitter, a receiver and a wall mounting plate.

- 1) Choose a convenient location on the wall to install the receiver and the receptacle box (protection from extreme heat is very important). Run wires from the fireplace to that location. Use Thermostat Wire Table.
- 2) Connect the two wires to the gas valve. See diagram below.

**CAUTION**  
Do not wire millivolt remote control wires to 120V wire.

- 3) Install 3 AAA alkaline batteries in transmitter and 4 AA alkaline batteries in the receiver. Install the receiver and its cover in the wall. Switch the remote receiver to "remote" mode. The remote control is now ready for operation.

## WALL SWITCH

- 1) Run the wire through the right or left side inlet opening. Be careful not to damage the wire.

**Note:** We recommend a maximum of 15' of wire but if you wish to go with a longer run, use the Thermostat Wire Table.

- 2) Connect the wire to the supplied wall switch and install into the receptacle box.

**CAUTION**  
Do not wire millivolt wall switch wire to 120V wire.

## WALL THERMOSTAT

A wall thermostat may be installed if desired, connect the wires as per the wiring diagram. Use table below to determine the maximum wire length.

**Note:** Preferable if the thermostat is installed on an interior wall.

Regency offers an optional programmable thermostat but any 250-750 millivolt rated non-anticipator type thermostat that is CSA, ULC or UL approved may be used.

**CAUTION**  
Do not wire millivolt wall thermostat wires to 120V wire.

**Thermostat Wire Table**

Recommended Maximum Lead Length (Two-Wire) When Using Wall Thermostat (CP-2 System)	
Wire Size	Max. Length
14 GA.	50 Ft.
16 GA.	32 Ft.
18 GA.	20 Ft.
20 GA.	12 Ft.
22 GA.	9 Ft.

## FINAL CHECK

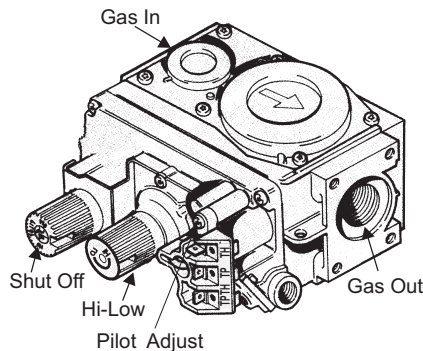
Before leaving this unit with the customer, the installer must ensure that the appliance is firing correctly. This includes:

- 1) Clocking the appliance to ensure the correct firing rate (rate noted on label) at 15 minutes.
- 2) If required, adjusting the primary air to ensure that the flame does not carbon. First allow the unit to burn for 15 min. to stabilize.
- 3) Check for proper draft.

### CAUTION

Any alteration to the product that causes sooting or carboning that results in damage to the unit is not the responsibility of the manufacturer and will not be covered by the warranty.

- 6) Verify log placement. If the pilot cannot be seen when lighting the unit - the logs or the embers have been incorrectly positioned.
- 7) The unit should never be turned off and on again without a minimum of a 60 second wait.
- 8) When lighting the appliance, the inside of the glass may fog up, this will burn off after a few minutes of operation.
- 7) Turn gas control knob counter clockwise to "ON".
- 8) Use the rocker switch to operate main burner.
- 9) Rotate the variable flame control to adjust the flame height higher or lower.
- 10) Close the bottom louver assembly.



## LIGHTING PROCEDURE

**NOTE:** For all propane units and units equipped with electric spark boxes, see "Copy of Lighting Plate Instructions" section for more details.

**IMPORTANT:** Gas on/off knob cannot be turned from "PILOT" to "OFF" unless it is partially depressed.

Before operating this appliance, proceed through the following check list.

- 1) **Read and understand these Instructions before operating this appliance.**
- 2) Check to see that all wiring is correct and enclosed to prevent possible shock.
- 3) **Check to ensure there are no gas leaks.**
- 4) Make sure the glass door is in place. **Never operate the appliance with the door glass removed.**
- 5) Verify that all venting and the cap is unobstructed.

- 1) Open the bottom louver assembly
- 2) If the control knob is in the "OFF" position proceed to Step 5.
- 3) Push in gas control knob slightly and turn clockwise to "OFF". Knob cannot be turned from "PILOT" to "OFF" unless knob is pushed in slightly. Do not force.
- 4) Wait five minutes to allow gas, that may have accumulated in the main burner compartment, to escape. If you do smell gas, follow the instructions on the front of this manual. If you don't smell gas continue on to the next step.
- 5) Turn the gas control counter clockwise to "PILOT".
- 6) Push in control knob all the way and hold in. Continually push and release the black button on spark igniter until pilot lights. Continue to hold the control knob in for approximately one minute, then release the gas control knob. The pilot flame should continue to burn. If the pilot does not remain lit, repeat operation allowing a longer period before releasing gas control knob.

## SHUTDOWN PROCEDURE

- 1) Use the rocker switch to turn off the main burner.
- 2) Open the bottom louver assembly.
- 3) Push in the gas control knob slightly and turn clockwise to "OFF". Do not force.
- 4) **Disconnect all electric power and gas to the appliance if service is to be performed.**

## FIRST FIRE

The first fire in your stove is part of the paint curing process. To ensure that the paint is properly cured, it is recommended that you burn your fireplace for at least four (4) hours the first time you use it with the fan on. When first operated, the unit will release an odour caused by the curing of the paint, the burning off of any oils remaining from manufacturing. Smoke detectors in the house may go off at this time. Open a few windows to ventilate the room for a couple of hours.

The glass panel may require cleaning after the unit has cooled down.

**DO NOT ATTEMPT TO CLEAN THE GLASS WHILE IT IS HOT.**

**Do not use abrasive cleaners on the glass.**

**Note:** When the glass is cold and the appliance is lit, it may cause condensation and fog the glass. This condensation is normal and will disappear in a few minutes as the glass heats up.

**DO NOT BURN THE APPLIANCE WITHOUT THE GLASS FRONT IN PLACE.**

## COPY OF LIGHTING PLATE INSTRUCTIONS

### FOR YOUR SAFETY READ BEFORE LIGHTING

This appliance must be installed in accordance with local codes, if any; if none, follow the National Fuel Gas Code, ANSI Z223.1/NFPA 54, or Natural Gas and Propane Installations Codes, CSA B149.1. Australia: AG601, New Zealand: NZS 5261

**WARNING:** If you do not follow these instructions exactly, a fire or explosion may result causing property damage, personal injury or loss of life. Improper installation, adjustment, alteration, service or maintenance can cause injury or property damage. Refer to the owner's information manual provided with this appliance. For assistance or additional information consult a qualified installer, service agency or gas supplier.

- A) This appliance has a pilot which must be lighted by hand. When lighting the pilot, follow these instructions exactly.
- B) BEFORE LIGHTING smell all around the appliance area for gas. Be sure to smell next to the floor because some gas is heavier than air and will settle on the floor.
- WHAT TO DO IF YOU SMELL GAS
- Do not try to light any appliance
  - Do not touch any electric switch, do not use any phone in your building.
  - Immediately call your gas supplier from a neighbours phone. Follow the gas supplier's instructions.
  - If you cannot reach your gas supplier, call the fire department.
- C) Use only your hand to push in or turn the gas control knob. Never use tools. If the knob will not push in or turn by hand, don't try to repair it, call a qualified Service Technician. Force or attempted repair may result in a fire or explosion.
- D) Do not use this appliance if any part has been under water. Immediately call a qualified service technician to inspect the appliance and to replace any part of the control system and any gas control which has been under water.
- E) This appliance needs fresh air for safe operation and must be installed so there are provisions for adequate combustion and ventilation air.


**CAUTION: Hot while in operation. Do not touch. Severe Burns may result. Due to high surface temperatures keep children, clothing and furniture, gasoline and other liquids having flammable vapors away. Keep burner and control compartment clean. See installation and operating instructions accompanying appliance.**

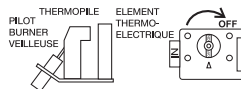
### LIGHTING INSTRUCTIONS



#### STOP!

Read the safety information above on this label.

#### FOR UNITS NOT EQUIPPED WITH ELECTRIC SPARK BOXES:

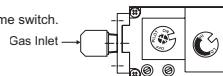
- 1) Push in gas control knob slightly and turn  clockwise to "OFF". Knob cannot be turned from "PILOT" to "OFF" unless knob is pushed in slightly. Do not force.




- 2) Wait five (5) minutes to clear out any gas. If you then smell gas STOP! follow "B" in the safety information above on this label. If you don't smell gas, go to the next step.
- 3) Turn knob on gas control counterclockwise  to "PILOT".
- 4) Push in control knob all the way and hold in. Continually push and release the black button on spark igniter until pilot lights. Continue to hold the control knob in for about 1/2 minute after the pilot is lit. Release knob and it will pop back up. Pilot should remain lit. If it goes out, repeat steps 1) to 4). If knob does not pop up when released, stop and immediately call your service technician or gas supplier. If the pilot will not stay lit after several tries, turn the gas control knob to "OFF" and call your service technician or gas supplier.
- 5) Turn gas control knob counterclockwise  to "ON".
- 6) Use rocker switch to operate main burner.

#### FOR ALL PROPANE UNITS AND UNITS EQUIPPED WITH ELECTRIC SPARK BOXES:

- 1) Push in gas control knob slightly and turn to "PILOT" position.
- 2) Push in control knob all the way and hold in until the pilot lights up. Continue to hold the control knob in for about 20 seconds after the pilot is lit. Release knob.
- 3) Push in gas control knob slightly and turn to "ON" position.
- 4) Turn ON the flame switch.



### TO TURN OFF GAS APPLIANCE

- 1) Turn off the flame switch.
  - 2) Push in the gas control knob slightly and turn clockwise  to "OFF". Do not force.
  - 3) Turn off all electric power to the appliance if service is to be performed.
- Pilot must be shut off during prolonged non use periods to conserve fuel.

918-475

**DO NOT REMOVE THIS INSTRUCTION PLATE**



## AUTOMATIC CONVECTION FAN OPERATION

The fan operates automatically, turn the knob on the side of the faceplate to adjust to the desired speed. The fan will turn on as the stove comes up to operating temperature. After the unit has been turned off and the unit cooled to below a useful heat output range the fan will shut off automatically.

## NORMAL OPERATING SOUNDS OF GAS APPLIANCES

It is possible that you will hear some sounds from your gas appliance. This is perfectly normal due to the fact that there are various gauges and types of steel used within your appliance. Listed below are some examples. All are **normal operating sounds** and should not be considered as defects in your appliance.

### Blower:

Regency® gas appliances use high tech blowers to push heated air farther into the room. It is not unusual for the fan to make a "whirring" sound when ON. This sound will increase or decrease in volume depending on the speed setting of your fan speed control.

### Burner Tray:

The burner tray is positioned directly under the burner tube(s) and logs and is made of a different gauge material from the rest of the firebox and body. Therefore, the varying thicknesses of steel will expand and contract at slightly different rates which can cause "ticking" and "cracking" sounds. You should also be aware that as there are temperature changes within the unit these sounds will likely re-occur. Again, this is normal for steel fireboxes.

### Blower Thermodisc:

When this thermally activated switch turns ON it will create a small "clicking" sound. This is the switch contacts closing and is normal.

### Pilot Flame:

While the pilot flame is on it can make a very slight "whisper" sound.

### Gas Control Valve:

As the gas control valve turns ON and OFF, a dull clicking sound may be audible, this is normal operation of a gas regulator or valve.

### Unit Body/Firebox:

Different types and thicknesses of steel will expand and contract at different rates resulting in some "cracking" and "ticking" sounds will be heard throughout the cycling process.

## MAINTENANCE INSTRUCTIONS

- 1) Always turn the gas valve to off before cleaning. For relighting, refer to lighting instructions. Keep the burner and control compartment clean by brushing and vacuuming at least once a year.

When cleaning the logs, use a clean soft paint brush as the logs are fragile and easily damaged.

- 2) Clean (never when unit is hot) appliance, door and louvers with a damp cloth. Never use an abrasive cleaner. The gold louvers (and optional gold door) may be scratched if abrasives are used to clean them. The heater is finished in a heat resistant paint and should only be refinished with heat resistant paint (not with wall paint). Regency® uses StoveBrite Paint - Metallic Black #6309.

- 3) Make a periodic check of burner for proper position and condition. Visually check the flame of the burner periodically, making sure the flames are steady; not lifting or floating. If there is a problem, call a qualified service person.

- 4) The appliance and venting system must be inspected before use, and at least annually, by a qualified field service person, to ensure that the flow of combustion and ventilation air is not obstructed.

During the annual service call, the burners should be removed from the burner tray and cleaned. Replace the embers but do not block the pilot.

- 5) Keep the area near the appliance clear and free from combustible materials, gasoline and other flammable vapours and liquids.

- 6) Each time the appliance is lit, it may cause condensation and fog the glass. This condensation and fog is normal and will disappear in a few minutes as the glass heats up.

**Never operate the appliance without the glass properly secured in place or with the door open.**

- 7) Verify proper operation after servicing.
- 8) Periodically check the pilot flames, see the diagrams in the "Valve Description" section. If you have an incorrect flame pattern, contact your Regency® dealer for further instructions.

**WARNING: CHILDREN AND ADULTS SHOULD BE ALERTED TO THE HAZARDS OF HIGH SURFACE TEMPERATURE AND SHOULD STAY AWAY TO AVOID BURNS OR CLOTHING IGNITION. YOUNG CHILDREN SHOULD BE CAREFULLY SUPERVISED WHEN THEY ARE IN THE SAME ROOM AS THE APPLIANCE.**

**CAUTION: ANY SAFETY SCREEN OR GUARD REMOVED FOR SERVICING AN APPLIANCE MUST BE REPLACED PRIOR TO OPERATING THE APPLIANCE.**

**CLOTHING OR OTHER FLAMMABLE MATERIAL SHOULD NOT BE PLACED ON OR NEAR THE APPLIANCE.**

## LOG REPLACEMENT

The unit should never be used with broken logs. Turn off the gas valve and allow the unit to cool before opening door to carefully remove the logs. The pilot light generates enough heat to burn someone. If for any reason a log should need replacement, you must use the proper replacement log. The position of these logs must be as shown in the diagram under Log Installation.

**NOTE: Improper positioning of logs may create carbon build-up and will alter the unit's performance which is not covered under warranty.**

## GLASS GASKET

If the glass gasket requires replacement use 7/8" flat glass gasket (Part # 936-243) for the Bay Front and for the Flush Front.

## GOLD-PLATED ACCESSORIES

The 24 carat gold plated finish on the accessories requires little maintenance, and need only be cleaned with a damp cloth. DO NOT use abrasive materials or chemical cleaners, as they may harm the finish and void the warranty.

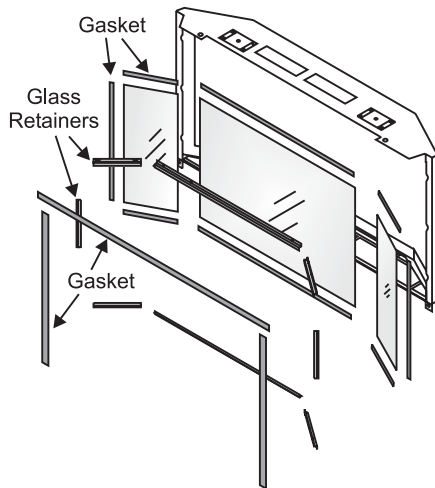
**Clean any fingerprints off before turning the unit on. If the top louvers start to discolour, check the door gasket seal and replace if necessary.**

## DOOR GLASS REPLACEMENT

Your Regency® stove is supplied with high temperature, 5 mm Neoceram ceramic glass that will withstand the highest heat that your unit will produce. In the event that you break your glass by impact, purchase your replacement from an authorized Regency® dealer only, and follow our step-by-step instructions for replacement.

### Bay Glass Removal

- 1) Remove the door from the unit and place on a soft surface to prevent scratching.
- 2) Remove the nuts holding the glass retainers in place.
- 3) Remove the glass retainers (sides, top and bottom).
- 4) Replace the glass. **The glass must have gasketing around it.**
- 5) Reverse the previous steps, replace the retainers and fasten with the nuts but do not over tighten, as this can break the glass.
- 6) Replace door on the stove and check the seal.



### Flush Glass Replacement

Replace with new flush front per instructions in the "Flush Glass" section.

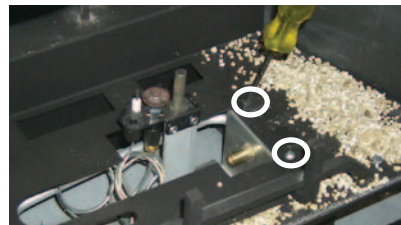
## REMOVING VALVE ASSEMBLY

- 1) Disconnect the power.
- 2) Shut off the gas.
- 3) Remove top and bottom louvers.
- 4) Remove top and bottom trim.
- 5) Remove glass.
- 6) Remove log set & embers, and brick panels.
- 7) Disconnect the gas line.
- 8) Remove wires from valve (top and bottom terminals).
- 9) Remove the burner tray by removing the 1 screw on each side, then slide the tray to the left and lift out.

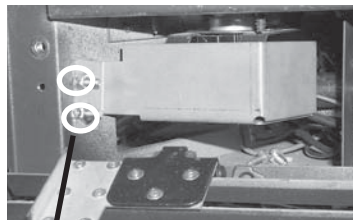


Remove 2 screws, then push burner tray to left and lift out.

- 10) Remove the 2 screws to the right of the cutout on the firebox bottom.



- 11) Remove the switch cover from the left side of the body base and pull the thermosdisc out of the bracket under the left side of the firebox bottom.

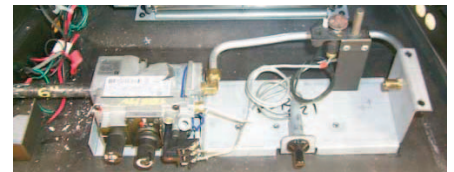


Remove the 2 nuts holding the switch box in place, then pull the thermosdisc out of the bracket.

- 12) Remove the 2 screws on each side of the firebox bottom and 4 screws on the rear wall., and lift out.



- 13) Remove valve assembly from stove body by removing 3 phillips screws.



- 14) Remove the valve from the bracket and replace. Reverse steps to install valve.

## REMOVING THE FAN

**IMPORTANT**  
Disconnect power supply before servicing.

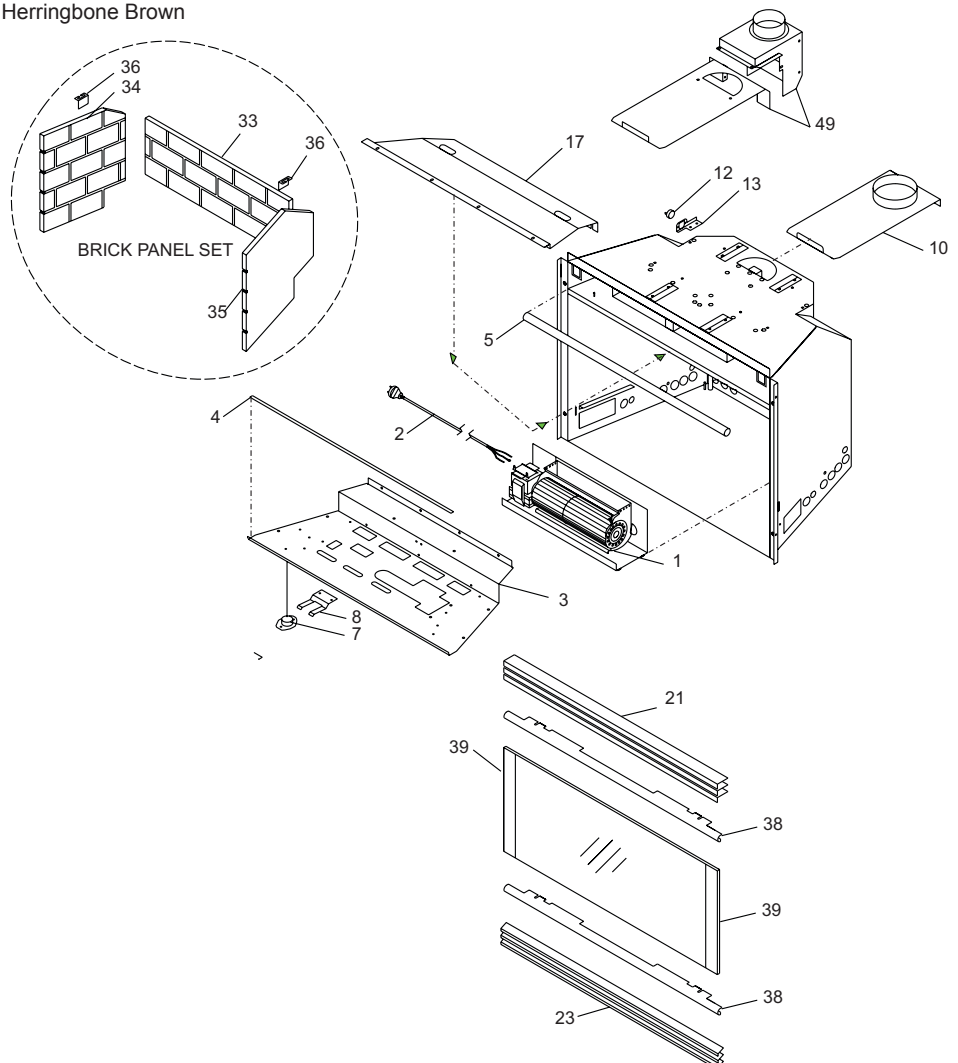
- 1) Disconnect the power.
- 2) Shut off the gas.
- 3) Remove top and bottom louvers.
- 4) Remove top and bottom trim.
- 5) Remove glass.
- 6) Remove logs, embers, and brick panels.
- 7) Remove Burner Tray and Firebox bottom - see steps 9) to 12) in "Removing Valve Assembly.
- 8) Remove wires from fan.
- 9) Lift fan off of the two pins.
- 10) Reverse steps to install fan.



MAIN ASSEMBLY

Part #	Description	Part #	Description
	530-518/P Fan Assembly		
1)	910-331/P Fan Motor (120V)	33)	* Brick Panel - Rear
2)	910-750 Power Cord (120V)	34)	* Brick Panel - Left Side
	910-752 Wire Harness (Intermediate)	35)	* Brick Panel - Right Side
3)	* Firebox Bottom	36)	400-090 Brick Clips
4)	936-238 Soft Fiber Gasket 8mm		
5)	936-233 3/4" Rope Gasket	38)	402-046 Glass Support Trim - Black
7)	W241050 Fan AUTO ON/OFF Thermodisc - NG	39)	530-547/P Flush Front Glass Assembly
	910-233 Fan AUTO ON/OFF Thermodisc - LP		
8)	* Thermodisc Bracket	49)	532-920 Offset Flue Adaptor Kit (optional)
10)	532-516 Draft Hood Slide Plate		
12)	910-343 Spill Switch	530-936	Zero Clearance Kit (optional)
13)	* Spill Switch Bracket	532-926	4" Hearth Trim Zero Clearance (optional)
17)	532-012 Baffle	918-671	Manual
	532-910 Flush Louver (set)-Black		
	532-912 Flush Louver (set)-Gold/Black		
	532-914 Flush Louver (set)-Steel/Black		
21)	* Top Flush Louver		
23)	* Bottom Flush Louver		
	532-901 Brick Panel Set - Standard Brown		
	532-902 Brick Panel Set - Standard Red		
	532-903 Brick Panel Set - Herringbone Brown		

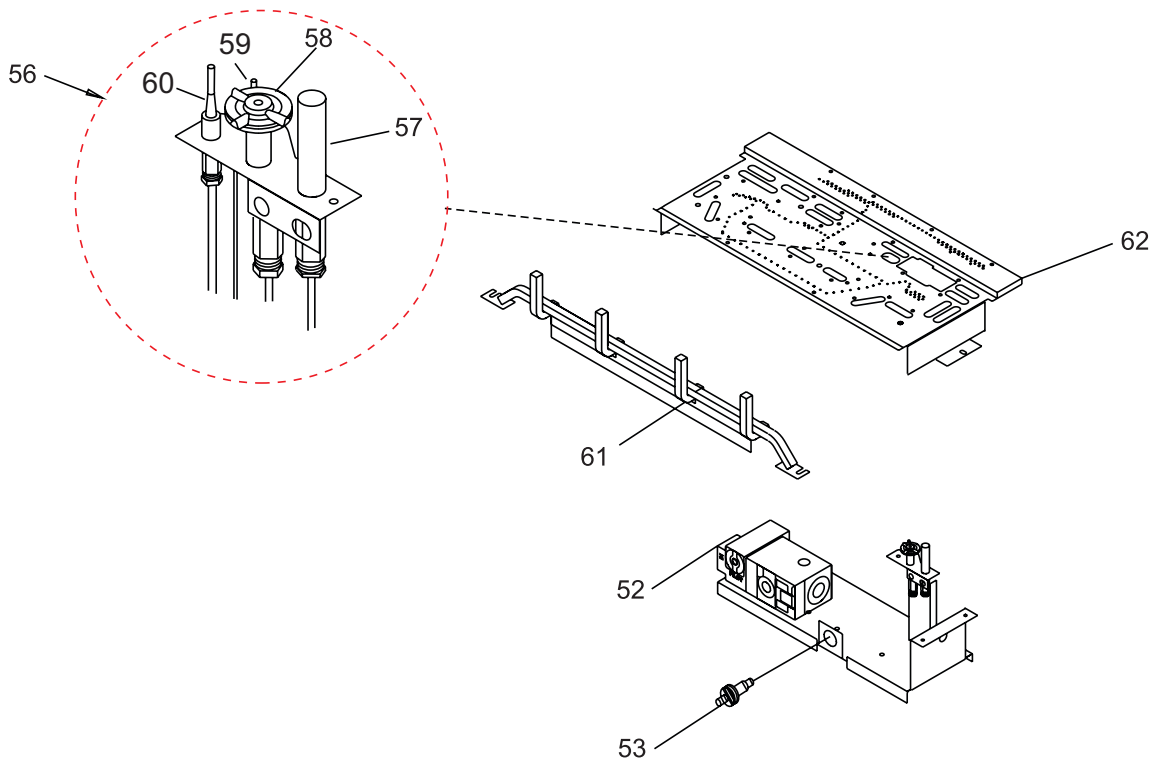
\*Not available as a replacement part.



## BURNER ASSEMBLY & LOG SET

Part #	Description
533-578/P	Valve Assembly- NG
533-580/P	Valve Assembly - LPG
52) 910-478	Valve SIT - NG/LPG
53) 910-190	Piezo Ignitor & Nut
56) 910-034	Pilot Assembly - SIT - 3 flame -NG
910-035	Pilot Assembly - SIT - 3 flame - Propane
57) 910-341	Thermopile
58) 910-096	Pilot Hood
59) 910-030	Electrode
904-162	#43 Orifice (NG)
904-163	#54 Orifice (LP)
60) 910-386	Thermocouple
61) 402-526	Grate/Diffuse Assembly
62) 533-535	Burner Assembly - NG/LP
910-096	Pilot Hood 3 Way
910-432	Pilot Tube w/Nut
911-137	Pilot Hood Clip
533-930	Complete Log Set
534-969	Conversion to Propane Kit

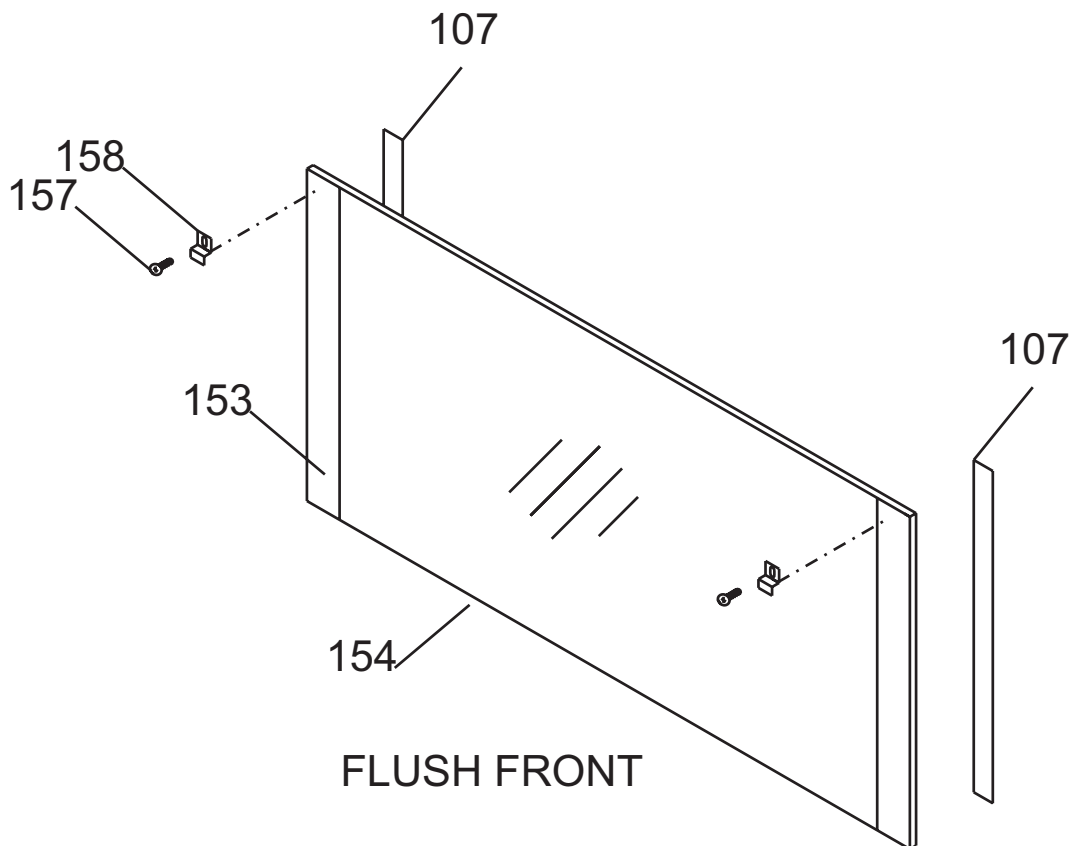
\*Not available as a replacement part.



## FLUSH FRONT ASSEMBLY

Part #	Description
<b>Flush Door</b>	
530-547/P	Flush Door Assembly Complete
107) 936-243	Gasket - Adhesive Backed 7/8"
153) *	Glass Side Trim
154) *	Flush Glass
157) *	Screw #10-24 x 1/2" Truss Head
158) 402-033	Flush Glass Bracket

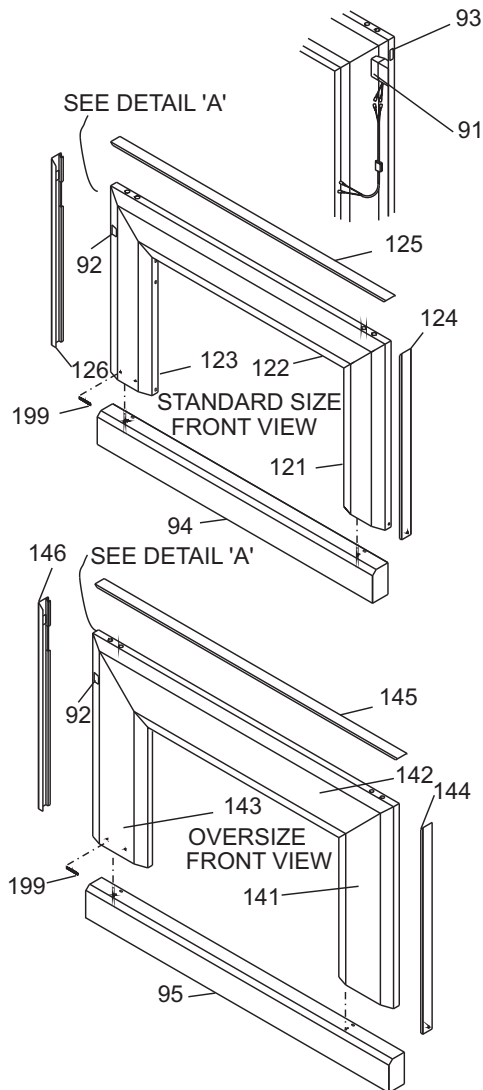
\*Not available as a replacement part.



## FACEPLATE ASSEMBLY

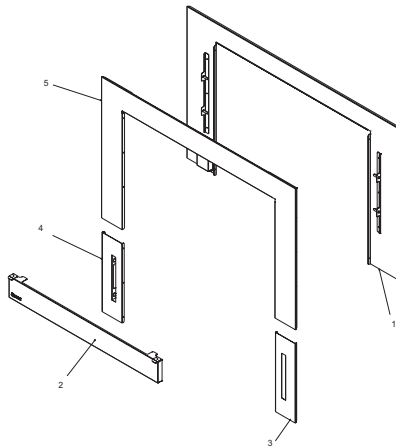
Part #	Description
91)	910-330 Fan Speed Control (120 V)
92)	904-569 Fan Speed Control Knob
93)	910-246 Burner Switch ON/OFF (2 way)
	400-950 Hearth Trim 1" Standard
	320-940 Hearth Trim 1" Oversize
	400-926 Hearth Trim 2" Standard
	320-942 Hearth Trim 2" Oversize
94)	400-928 Hearth Trim 4" Standard
95)	320-944 Hearth Trim 4" Oversize
	400-959 Hearth Trim 6" Standard
	320-946 Hearth Trim 6" Oversize
	532-918 Faceplate & Trim (Set) - Standard-Contour - Black
121)	* Faceplate Standard-Contour- Side Right
122)	* Faceplate Standard-Contour-Top
123)	* Faceplate Standard-Contour- Side Left
124)	* Faceplate Standard-Contour- Trim Right
125)	* Faceplate Standard-Contour- Trim Top
126)	* Faceplate Standard-Contour- Trim Left
	532-919 Faceplate & Trim (Set) - Oversize-Contour - Black
141)	* Faceplate Contour- Oversize-Side Right
142)	* Faceplate Contour- Oversize-Top
143)	* Faceplate Contour- Oversize-Side Left
144)	* Trim Contour-Oversize-Side Right
145)	* Trim Contour-Oversize-Top
146)	* Trim Assy-Contour-Oversize-Side Left
	402-918 Faceplate & Trim (Set) - Zero Clearance Kit-Contour
	532-927 Custom Faceplate
190)	* Screw - #8 x 1/2" Black Self Tapping
199)	948-216 Regency® Logo
	532-940 Full Screen Doors - Black

\*Not available as a replacement part.



## LOW PROFILE FACEPLATE

Part #	Description
1)	* Back plate Assembly
2)	* Bottom Louver
3)	* Right mounting bracket
4)	* Left mounting bracket
5)	* Front Frame





Regency Fireplace Products are designed with reliability and simplicity in mind. In addition, our internal Quality Assurance Team carefully inspects each unit thoroughly before it leaves our facility. FPI Fireplace Products International Ltd. is pleased to extend this limited lifetime warranty to the original purchaser of a Regency Product. This warranty is not transferable.

**The Warranty:** Limited Lifetime

The combustion chamber, heat exchanger, burner tubes/pans, logs, brick panels and gold plating (against defective manufacture only) are covered under the Limited Lifetime Warranty for five (5) years for parts and subsidized labour\* and parts only thereafter.

Glass is covered for lifetime against thermal breakage only, parts and subsidized labour\* for five (5) years and parts only thereafter from date of purchase.

External casting, surrounds and grills are covered against cracks and warps resulting from manufacturer defects, parts and subsidized labour\* for three (3) years from the date of purchase and parts only thereafter.

Special Finishes - One year on brushed nickel and antique copper full screens and doors. You can expect some changes in color as the product "ages" with constant heating and cooling. FPI warrants the product for any manufacturing defects on the original product. However, the manufacturers warranty does not cover changing colors and marks, ie. finger prints, etc applied after the purchase of the product. Damage from the use of abrasive cleaners is not covered by warranty.

Electrical and mechanical components such as blowers, switches, wiring, thermocouples, FPI remote controls, spill switches, thermopiles, thermocouples, pilot assembly components, and gas valves are covered for two years parts and one year subsidized labour\* from the date of purchase. Blowers and valves replaced under warranty are considered repairs and continue as if new with appliance. ie. twelve (12) months from original purchase date of appliance with a minimum of three (3) months coverage from date of replacement.

FPI venting components are covered parts and subsidized labour\* for three (3) years from date of purchase.

Simpson Dura-Vent venting components (Direct Vent units) are covered by Simpson Dura-Vent Inc. warranty.

Repair/replacement parts purchased by the consumer from FPI after the original coverage has expired on the unit will carry a 90 day warranty, valid with a receipt only. Any item shown to be defective will be repaired or replaced at our discretion. No labor coverage is included with these parts.

**Conditions:**

Any part or parts of this unit which in our judgement show evidence of such defects will be repaired or replaced at FPI's option, through an accredited distributor or agent provided that the defective part be returned to the distributor or agent **Transportation Prepaid**, if requested.

Porcelain/Enamel - Absolute perfection is neither guaranteed nor commercially possible. Any chips must be reported and inspected by an authorized dealer within three days of installation. Reported damage after this time will be subject to rejection.

It is the general practice of FPI to charge for larger, higher priced replacement parts and issue credit once the replaced component has been returned to FPI and evaluated for manufacturer defect.

The authorized selling dealer is responsible for all in-field service work carried out on your Regency product. FPI will not be liable for results or costs of workmanship from unauthorized service persons or dealers.

At all times FPI reserves the right to inspect product in the field which is claimed to be defective.

All claims must be submitted to FPI by authorized selling dealers. It is essential that all submitted claims provide all of the necessary information including customer name, purchase date, serial #, type of unit, problem, and part or parts requested, without this information the warranty will be invalid.

**Exclusions:**

This limited Lifetime Warranty does not extend to or include paint, door or glass gasketing or trim.

At no time will FPI be liable for any consequential damages which exceed the purchase price of the unit. FPI has no obligation to enhance or modify any unit once manufactured. ie. as products evolve, field modifications or upgrades will not be performed.

FPI will not be liable for travel costs for service work.

Installation and environmental problems are not the responsibility of the manufacturer and therefore are not covered under the terms of this warranty policy.

Embers, rockwool, gaskets, door handles and paint are not covered under the terms of this warranty policy.

Any unit which shows signs of neglect or misuse is not covered under the terms of this warranty policy.

The warranty will not extend to any part which has been tampered with or altered in any way, or in our judgment has been subject to misuse, improper installation, negligence or accident, spillage or downdrafts caused by environmental or geographical conditions, inadequate ventilation, excessive offsets, negative air pressure caused by mechanical systems such as furnaces, fans, clothes dryer, etc.

Freight damage to stoves and replacement parts is not covered by warranty and is subject to a claim against the freight carrier by the dealer.

FPI will not be liable for acts of God, or acts of terrorism, which cause malfunction of the appliance.

Performance problems due to operator error will not be covered by this warranty policy.

Products made or provided by other manufacturers and used in conjunction with the operation of this appliance without prior authorization from FPI, may nullify your warranty on this product.

# Register your Regency® warranty online [www.regency-fire.com](http://www.regency-fire.com)

## Reasons to register your product online today!

- View and modify a list of all your registered products.
- Request automatic email notification of new product updates.
- Stay informed about the current promotions, events, and special offers on related products.

*Installer: Please complete the following information*

Dealer Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Installer: \_\_\_\_\_

Phone #: \_\_\_\_\_

Date Installed: \_\_\_\_\_

Serial No.: \_\_\_\_\_