



# Cascades™ I2500 Wood Fireplace Insert

## Owners & Installation Manual



[www.regency-fire.com](http://www.regency-fire.com)  
French Manual: <https://bit.ly/2YuraWc>  
Manuel en français : <https://bit.ly/2YuraWc>

MODEL: I2500

Tested & listed by:



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

Thank you for purchasing a  
**REGENCY FIREPLACE PRODUCT.**

The pride of workmanship that goes into each of our products will give you years of trouble-free enjoyment. Should you have any questions about your product that are not covered in this manual, please contact the **REGENCY DEALER** in your area.

**"This wood heater has a manufacturer set minimum low burn rate that must not be altered. It is against federal regulations to alter this setting or otherwise operate this wood heater in a manner inconsistent with operating instructions in this manual." Failure to follow the manual details can lead to smoke and CO emissions spilling into the home. It is recommended to have monitors in areas that are expected to generate CO such as heater fueling areas.**

**"U.S. ENVIRONMENTAL PROTECTION AGENCY Certified to comply with 2020 particulate emission standards using cord wood." Tested & listed to ASTM E3053. Model Regency I2500 – 1.0g/hr.**

"This manual describes the installation and operation of the Regency I2500 catalytic equipped wood heater. This heater meets the 2020 U.S. Environmental Protection Agency's cord wood emission limits for wood heaters. Under specific test conditions this heater has been shown to deliver heat at rates ranging from 17,178 Btu/hr. to 42,995 Btu/hr." Efficiency is determined using the B415 method resulting in lower and higher heat values. This heater generates the best efficiency when operated using well-seasoned wood and installed in the main living areas where the majority of the chimney is within the building envelope. "This wood heater contains a catalytic combustor, which needs periodic inspection and replacement for proper operation.

It is against federal regulation to operate this wood heater in a manner inconsistent with operating instructions in this manual, or if the catalytic element is deactivated or removed."

CAUTION: BURN UNTREATED WOOD ONLY. OTHER MATERIALS SUCH AS WOOD PRESERVATIVES, METAL FOILS, COAL, PLASTIC, GARBAGE, SULPHUR OR OIL MAY DAMAGE THE CATALYST

CAUTION: CATALYTIC COMBUSTOR IS FRAGILE--HANDLE WITH CARE.

The performance of the catalytic device or its durability has not been evaluated as part to this certification.

"This heater is designed to burn natural wood only. Higher efficiencies and lower emissions generally result when burning air dried seasoned hardwoods, as compared to softwoods or to green or freshly cut hardwoods."

**DO NOT BURN:**

- Treated wood
- Coal
- Garbage
- Cardboard
- Solvents
- Colored Paper
- Trash
- **Lawn clippings or yard waste**
- **Materials containing rubber including tires**
- **Materials containing plastic**
- **Waste petroleum products , paints or paint thinners or asphalt products**
- **Materials containing asbestos**
- **Construction or demolition debris**
- **Railroad ties**
- **Manure or animal remains**
- **Saltwater driftwood or other previously salt water saturated materials**
- **Unseasoned wood**
- **Paper products, cardboard, plywood or particle board. The prohibition against burning these materials does not prohibit the use of fire starters made from paper, cardboard, saw dust, wax and similar substances for the purpose of starting a fire in a wood heater.**

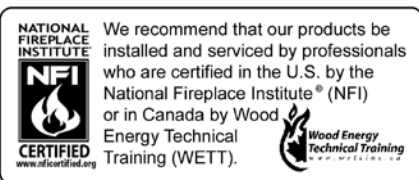
Burning these materials may result in release of toxic fumes or render the heater ineffective and cause smoke.

**The authority having jurisdiction (such as Municipal Building Department, Fire Department, Fire Prevention Bureau, etc.) should be consulted before installation to determine the need to obtain a permit.**

This unit must be connected to either a listed factory built chimney suitable for use with solid fuels and conforming to, ULC629 in Canada or UL-103HT in the United States of America. or code approved masonry chimney with flue liner.

I2500 is tested and certified to ULC-S628-93 (R1997) and UL1482-2011 (R2015).

**SAVE THESE INSTRUCTIONS**



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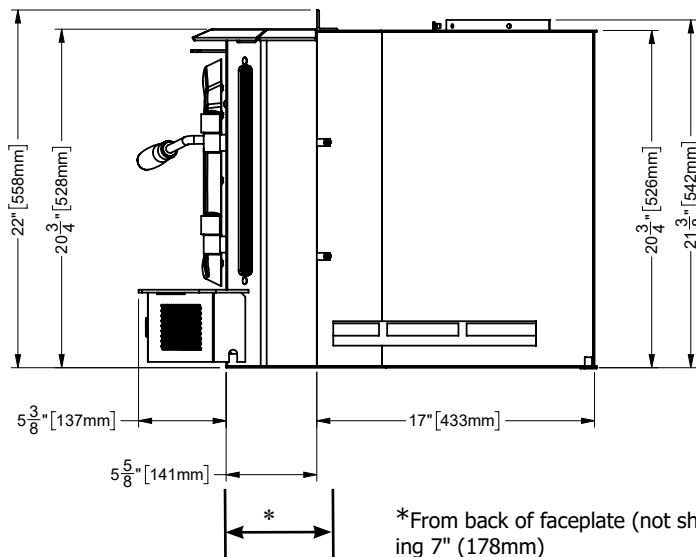
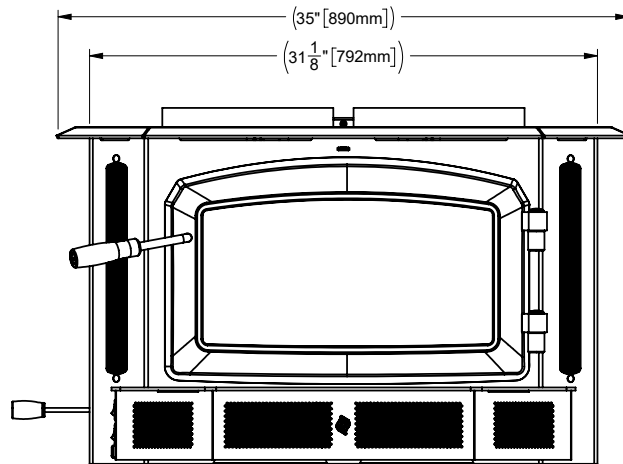
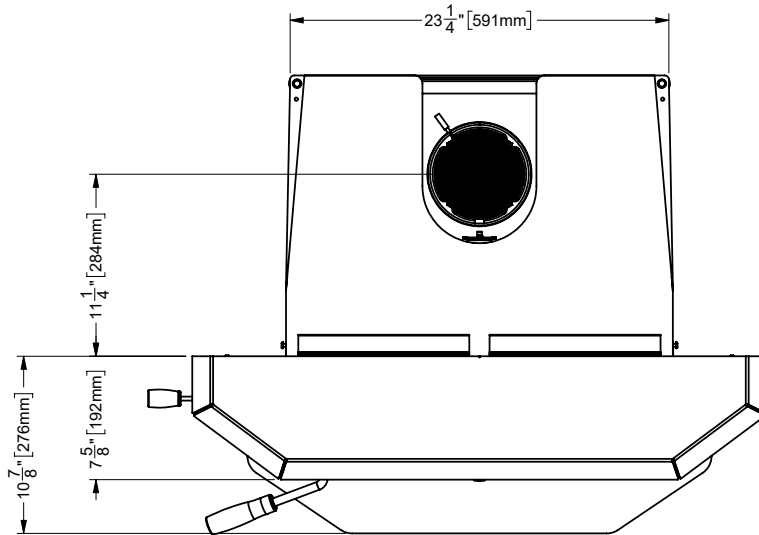
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**CAUTION:** To avoid burns or wood splinters, when opening/closing the fuel door or adding wood to the fire, You should always wear appropriate protective gloves to protect your hands from the heat being emitted from this fireplace.

**ALL PICTURES / DIAGRAMS SHOWN THROUGHOUT THIS MANUAL ARE FOR ILLUSTRATION PURPOSES ONLY. ACTUAL PRODUCT MAY VARY DUE TO PRODUCT ENHANCEMENTS.**





\*From back of faceplate (not shown) to fuel door opening 7" (178mm)

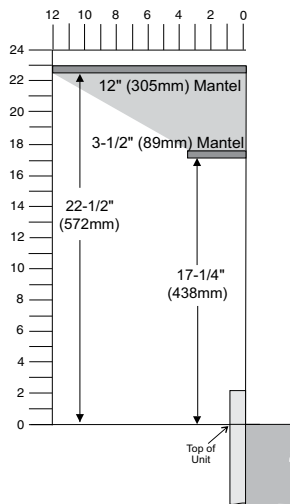
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## MASONRY AND FACTORY BUILT FIREPLACE CLEARANCES

The minimum required clearances to combustible materials when installed into a masonry or factory built fireplace are listed below.

Unit I2500	Adjacent Side Wall (to Side)  A	Mantle ** (to Top of Unit)  B	Top Facing (to Top of Unit)  C	Side Facing  D	Minimum Hearth Extension*  E	Minimum Hearth Side Extension*  F	To Top of Unit  G
	12" (305mm)	17-1/4"(438mm) for 3-1/2" (89mm) mantel  22-1/2"(572mm) for 12" (305mm) mantel	16" (406mm)	1/2"(13mm) to side surround	16" (406mm) USA 18"(457mm) Canada	8" (203mm)	20" (508mm)

Side and Top facing is a maximum of 1-1/2" (38mm) thick.



**Clearances are critical.**

\*\*Mantel can be installed anywhere in shaded area or higher using the above scale.

**Note: Ensure the paint that is used on the mantel and the facing is "heat resistant" or the paint may discolour.**

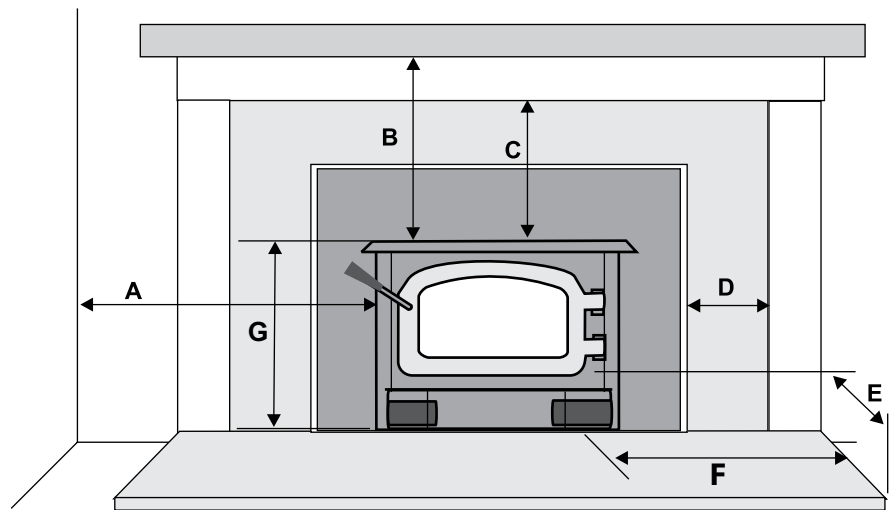
## WOOD INSERT SPECIFICATIONS

Your fireplace opening requires the following minimum sizes:

**Height:** 21.5"  
**Width:** 25"  
**Depth:** 17"

Two faceplates are available to seal the fireplace opening:

**Standard** 40" W x 30" H      **Oversize** 48" W x 33" H



Clearance diagram for installations

### \*Floor Protection

Floor thermal insulation/protection with a R value of 2.8 is required if the unit is raised 0 - 3" (0-76mm) (measured from the bottom of the appliance).

Thermal floor protection is not required when unit is raised greater than 3" (76mm) (measured from the bottom of the appliance).

Please check to ensure that your floor protection and hearth will meet the standards for clearance to combustibles. Your hearth extension must be made from a non-combustible material. Extending 16" for US and 18" for Canada—measured from the fuel loading door opening.

## INSTALLATION INTO A MASONRY FIREPLACE

Regency inserts are constructed with the highest quality materials and assembled under strict quality control procedures that ensure years of trouble free and reliable performance.

It is important that you read this manual thoroughly and fully understand the installation and operating procedures. Failure to follow instructions may result in property damage, bodily injury or even death. The more you understand the way your Regency Insert operates, the more enjoyment you will experience from knowing that your unit is operating at peak performance.

## BEFORE INSTALLING YOUR INSERT

1. Read all instructions before installing and using your fireplace insert. Install and use only in accordance with manufacturer's installation and operating instructions.
  2. Check your local building codes - Building Inspection Department. You may require a **permit before installing your insert. Be aware that local codes and regulations may override some items in the manual.**
- WARNING: Careless installation is the major cause of safety hazard. Check all local building and safety codes before installation of unit.**
3. Notify your home insurance company that you plan to install a fireplace insert.
  4. Your fireplace insert is heavy and requires two or more people to move it safely. The insert and surrounding structure can be badly damaged by mishandling.
  5. If your existing fireplace damper control will become inaccessible once you have installed your Regency Insert, you should either remove or secure it in the open position.
  6. Inspect your fireplace and chimney prior to installing your insert to determine that it is free from cracks, loose mortar or other signs of damage. If repairs are required, they should be completed before installing your insert. Do not remove bricks or mortar from your masonry fireplace.
  7. Do not connect the insert to a chimney flue servicing another appliance or an air distribution duct.

When referencing installation or connection to masonry fireplaces or chimneys, the masonry construction must or shall be code complying.

## CHIMNEY SPECIFICATIONS

Before installing, check and clean your chimney system thoroughly. If in doubt about its condition, seek professional advice. Your Regency Insert is designed for installation into a masonry fireplace that is constructed in accordance with the requirements of "The Standard for Chimneys, Fireplaces, Vents, and Solid Fuel Burning Appliance", N.F.P.A. 211, the National Building Code of Canada, or the applicable local code requirements.

The appliance, when installed, must be electrically grounded in accordance with local codes or, in the absence of local codes, with the National Electrical Code, ANSI/NFPA 70, or the Canadian Electrical code, CSA C22.1.

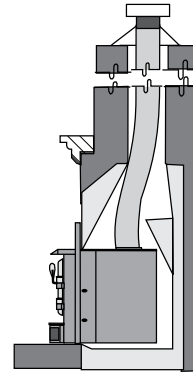
Regency Inserts are designed to use either a 5.5" (140 mm) or 6" (152 mm) flue.

**In Canada this fireplace insert must be installed with a continuous chimney liner of 5.5" (140mm) or 6" (152mm) diameter extending from the fireplace insert to the top of the chimney. The chimney liner must conform to the Class 3 requirements of CAN/ULC-S635 or CAN/ULC-S640, Standard for Lining Systems for New Masonry Chimneys.**

**In the U.S.A., a 5.5 inch (140 mm) or 6 inch (152 mm) diameter, stainless steel, full height chimney liner that meets type HT (2100° F) requirements per UL 1777 must be installed. The full liner must be attached to the insert flue collar and to the top of the existing masonry chimney.**

Recommended chimney height  
from top of flue collar:  
Minimum 15 feet (4.6 meters)

Draft is the force which moves air from the appliance up through the chimney. The amount of draft in your chimney depends on the length of the chimney, local geography, nearby obstructions and other factors. Too much draft may cause excessive temperatures in the appliance and may cause damage. An uncontrollable burn or excessive temperature indicates excessive draft. Inadequate draft may cause back puffing into the room and plugging of the chimney. Inadequate draft will cause the appliance to leak smoke into the room through appliance and chimney connector joints. Ensure the heater is installed in areas that are not too close to neighbors or in valleys that would cause unhealthy air quality or nuisance conditions.



**IMPORTANT:**  
**Smoke and CO Detectors:**  
Make sure your home has a working smoke and CO detector, especially near any bedrooms. We recommend having a smoke and CO detector in the same room as the wood appliance for additional safety. Location of both detectors should be chosen wisely to avoid false alarms when reloading the appliance.

**Fire Extinguisher:**  
A fire extinguisher should be installed in the home. The location of the fire extinguisher should be known by all family members.

## INSTALLATION INTO A FACTORY BUILT FIREPLACE

Regency inserts are constructed with the highest quality materials and assembled under strict quality control procedures that ensure years of trouble free and reliable performance.

It is important that you read this manual thoroughly and fully understand the installation and operating procedures. Failure to follow instructions may result in property damage, bodily injury or even death. The more you understand the way your Regency Insert operates, the more enjoyment you will experience from knowing that your unit is operating at peak performance.

### Requirements for Installing Solid-fuel Inserts in Factory-built Fireplaces

1. A permit may be required for installations, final approval is contingent of the authority having local jurisdiction. Consult insurance carrier, local building, fire officials or authorities having jurisdiction about restrictions, installation inspection, and permits.
2. Inspect the existing fireplace and chimney for any damage or flaws such as burnouts, metal or refractory warping.
3. Inspection to a minimum of NFPA 211 Level II is recommended. All repairs must be made prior to installing an insert. The fireplace must be structurally sound and be able to support the weight of the solid-fuel insert.
4. The factory-built chimney must be listed per UL 127 or ULC 610-M87 for all installations. Install thermal protection as per this appliance listing requirements.
5. A full height 5.5 inch (140 mm) or 6 inch (152 mm) diameter stainless steel full height listed chimney liner must be installed meeting type HT (2100°F) requirements per UL 1777 (USA) or ULC S635 with "0" clearance to masonry (Canada). The full liner must be attached to the insert flue collar and to the top of the existing chimney.
6. The flue liner top support attachment must not reduce the air flow for the existing air-cooled chimney system. Reinstall original factory-built chimney cap only.
7. To prevent room air passage to the chimney cavity of the fireplace, seal either the damper area around the chimney liner or the insert surround. Circulating air chamber (i.e. in a steel fireplace liner or metal hearth circulatory) may not be blocked. The air flow within and around the fireplace shall not be altered, blocked by the installation of the insert (i.e. not louvers or cooling air inlet or outlet ports may be blocked by the insert or the insert surround).
8. Means must be provided for removal of the insert to clean the chimney flue.
9. Inserts that project in front of the fireplace must be supplied with appropriate supporting means.
10. Installer must mechanically attach the supplied label to the inside of the firebox of the fireplace into which the insert is installed.

**⚠ WARNING**

**Fire Risk.**  
When lining air-cooled factory-built chimneys:

- Run chimney liner approved to **UL 1777 Type HT requirements (2100°F)**
- Reinstall original factory-built chimney cap **ONLY**
- **DO NOT** block cooling air openings in chimney
- Blocking cooling air will overheat the chimney

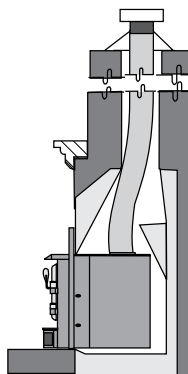
## ALTERING THE FIREPLACE

The following modifications of factory-built fireplaces are permissible:

<i>The following parts may be removed:</i>	
Damper	Smoke Shelf or Baffle
Ember Catches	Fire Grate
Viewing Screen/ Curtain	Doors

- The fireplace must NOT be altered. Cutting any sheet metal parts of the fireplace in which the fireplace insert is to be installed is prohibited, except that the damper may be removed to accommodate a direct-connect starter pipe or chimney liner.
- External trim pieces which do not affect the operation of the fireplace may be removed providing they can be stored on or within the fireplace for reassembly if the insert is removed.
- The permanent metal warning label provided in the component pack must be attached to the back of the fireplace, with screws or nails, stating that the fireplace may have been altered to accommodate the insert, and must be returned to original condition for use as a conventional fireplace.
- If the hearth extension is lower than the fireplace opening, the portion of the insert extending onto the hearth must be supported.
- Manufacturer designed adjustable support kit can be ordered from your dealer.
- Final approval of this installation type is contingent upon the authority having jurisdiction.

**WARNING:** This fireplace may have been altered to accommodate an insert. It must be returned to its original condition before use as a solid fuel burning fireplace.



1. When installed in a factory built fireplace, a full stainless steel rigid or flexible flue liner is mandatory, for both safety and performance purposes. When a flue or liner is in use, the insert is able to breathe better by allowing a greater draft to be created. The greater draft can decrease problems such as, difficult start-ups, smoking out the door, and dirty glass.
2. In order to position the flue liner, the existing rain cap must be removed from your chimney system. In most cases the flue damper should also be removed to allow passage of the liner.
3. In most cases opening the existing spark screens fully should give enough room for the insert installation. If it does not, remove and store.
4. If the floor of your fireplace is below the level of the fireplace opening, adjust the insert's levelling bolts to accommodate the difference. When additional shimming is required, use non-combustible masonry or steel shims.
5. Measure approximately the alignment of the flue liner with the position of the smoke outlet hole on the insert to check for possible offset. If an offset is required, use the appropriate offset adaptor in your installation.

## DRAFT

Draft is the force which moves air from the appliance up through the chimney. The amount of draft in your chimney depends on the length of the chimney, local geography, nearby obstructions and other factors. Too much draft may cause excessive temperatures in the appliance and may cause damage. An uncontrollable burn or excessive temperature indicates excessive draft. Inadequate draft may cause back puffing into the room and plugging of the chimney. Inadequate draft will cause the appliance to leak smoke into the room through appliance and chimney connector joints. Ensure the heater is installed in areas that are not too close to neighbors or in valleys that would cause unhealthy air quality or nuisance conditions.



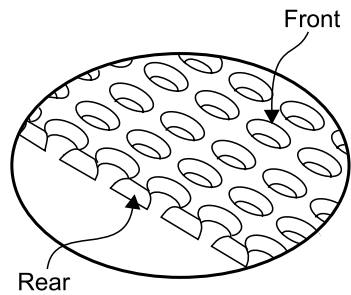
## INSTALLING YOUR INSERT

Your insert is very heavy and will require two or three people to move it into position. The insert can be made a little lighter by removing the cast iron door by opening it and lifting it off its hinges. Be sure to protect your hearth extension with a heavy blanket or carpet scrap during the installation.

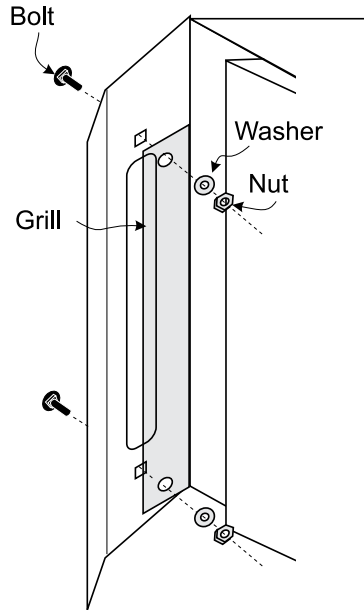
### Convection Grills

The black convection grills are pre-installed on this appliance.

If the optional nickel grills are being used, remove the black grills and position the nickel grill on the inside body face side and fasten using the bolts, washers and nuts provided (2 per side) as shown in the diagrams.



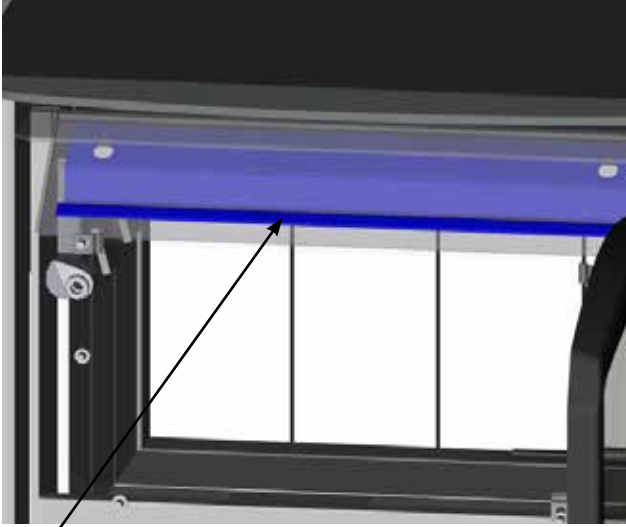
**Note: The grill has a front and rear, the holes on the front side have rounded edges and the rear holes have flat edges.**



View from Rear of Insert

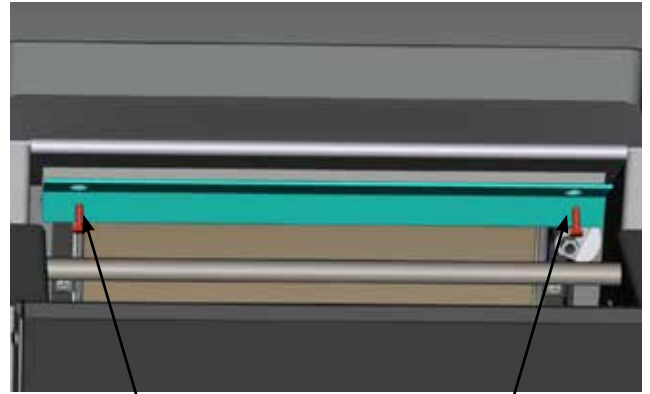
## STAINLESS STEEL SMOKE DEFLECTOR INSTALLATION

The stainless smoke deflector is located in the upper front area of the firebox. The deflector is held in place with 2 bolts. Prior to the first fire, ensure deflector is seated properly and secured with 2 hand tightened bolts.



Smoke deflector

Smoke deflector is installed through the door opening in location shown in diagram



Smoke deflector installed with 2 bolts.

**Note:** This is a view from the back of the unit through the top.

To replace the deflector, loosen off both bolts and slide deflector upward and out. Install new deflector and hand tighten bolts. Ensure positive location of the deflector prior to hand tightening.

**WARNING:** Operation of the unit with out proper installation of smoke deflector will void warranty.



Ensure deflector is seated so bolts are situated at the top of the keyhole before tightening.

## FACEPLATE AND TRIM INSTALLATION

Your Faceplate kit contains:

- 1 Set Faceplate panel (top, left & right)
- 1 Set Trim (top, left, right)
- 2 pcs. insulation
- 4 spring nuts
- 4 1" screws
- 8 washers
- 2 screws - black
- 2 corner trim clips

Note: The Digital Monitor Operating Door tool Bracket and tool holder are supplied with the insert.

Prior to sliding your insert into its final position and attaching the connector or liner pipe, the faceplate must be installed as follows:

- 1) Slide the spring nuts (supplied) over the slots in the insert's side convection panels (the spring nuts may need to be squeezed with a pair of pliers first, to help them stay in position).
- 2) Screw the side faceplate panels, (item A in the diagram) one to each side. See diagram 1.

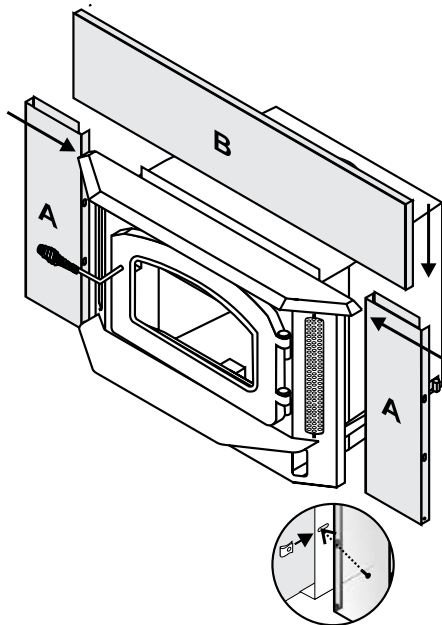
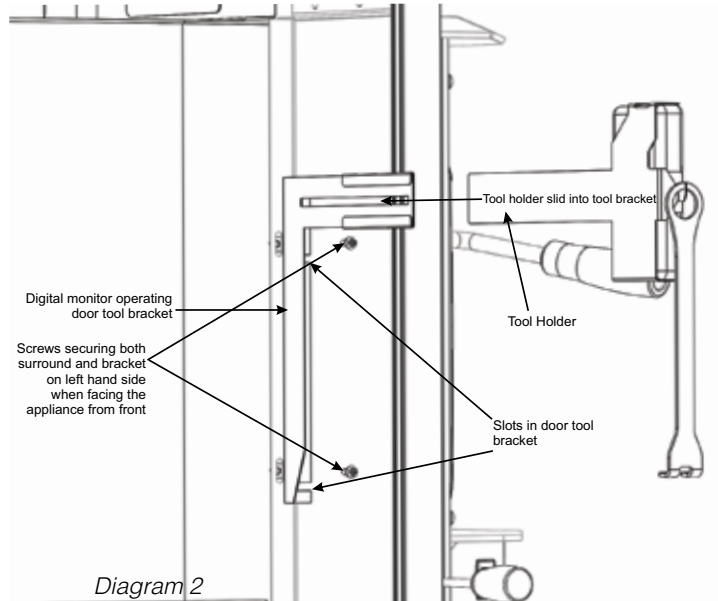


Diagram 1

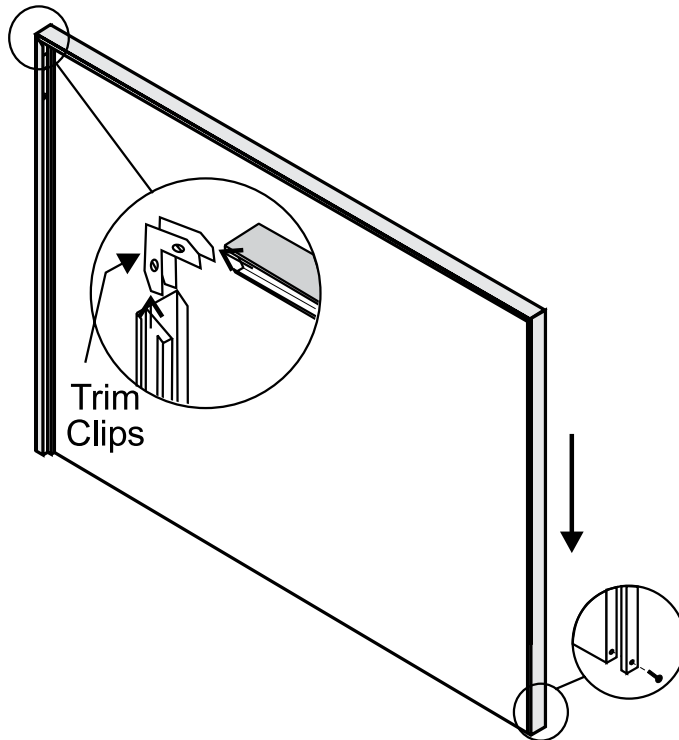
- 3) Slide the digital monitor operating tool bracket lining up the slots on the bracket to the 2 loose screws on item A on left hand side Once slid into position tighten screws on both left and right side (item A) See diagram 2.



- 4) Using the top panel (item B - see diagram 1) as a gauge, check that the side panels are within approximately 1/4" of the overall width. If the difference is greater than this, use the supplied washers to attain the required width.
- 5) The unit may now be slid into final position and attached to the connection system.
- 6) Once connection is made, the insulation strips should be installed between the insert faceplates and the fireplace face.
- 7) The faceplate top may now be installed (with insulation strip behind) by aligning its brackets with the top flange on the side shields and the angle iron bar on the insert top.
- 8) The faceplate trim may be installed to the edge of the faceplate at this time. To permanently mount the trim, drill two 5/32" diameter holes through the trim and side panels and screw the trim to the panels using the gold plated screws provided.

**Note:** It may be easier to install the insulation, faceplate top and faceplate trim with the unit pulled slightly away from the fireplace face. If this is done, be very careful not to disturb the connector when shifting the unit to its final position.

- 9) Now that your insert is installed, check once more that all the clearances from the unit to any combustible materials are correct as listed earlier.



## FLUE COLLAR REMOVAL AND INSTALLATION & DEFLECTOR REPLACEMENT

### List of Tools required:

- Tin snips
- Pull rod (supplied with unit)
- 1/2" socket / ratchet
- 3/8" open face wrench
- 7/16" socket / ratchet

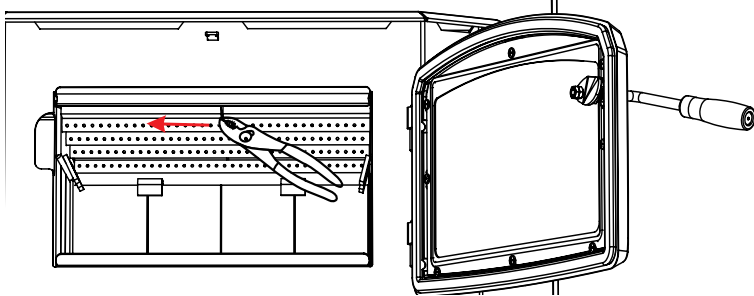
**NOTE:** The removable flue collar is attached to the unit. If you need to remove the collar for ease of installation, please follow the below steps.

Note: unit in images may not be identical to the I2500—but they depict the process.

**SAFETY NOTE:** The insert is very heavy and will require two people to move it into position. The door and bricks can be removed to help. Be sure to protect your hearth extension with a heavy blanket or cardboard during the installation.

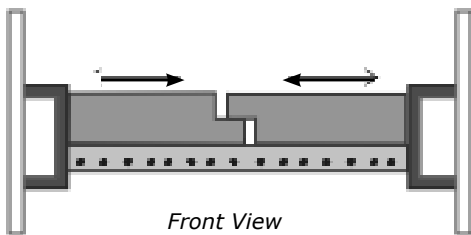
If the combustor must be examined or replaced, follow this procedure:

1. Remove the front 3 secondary air tubes with pliers as shown below.

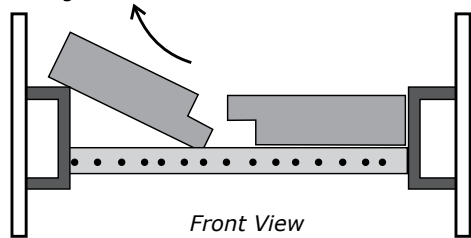


Note: F2500 shown

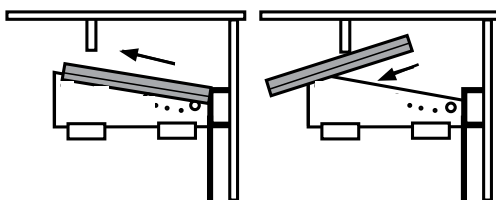
2. Remove baffles - push the baffles together and away from the side walls.  
Note: If baffles are not installed, proceed to step 5.



3. Lift the left baffle out from underneath the right baffle - then lift out. Remove the right baffle.



4. Manoeuvre the baffle above the air tube and slide out.

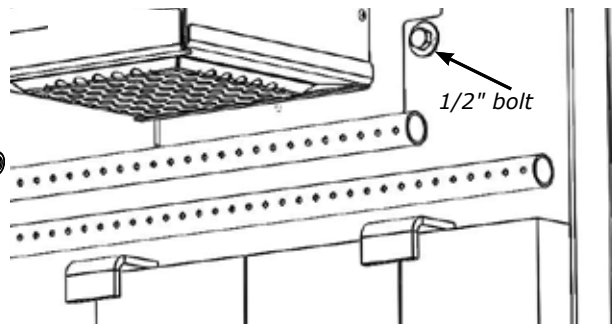


Side View

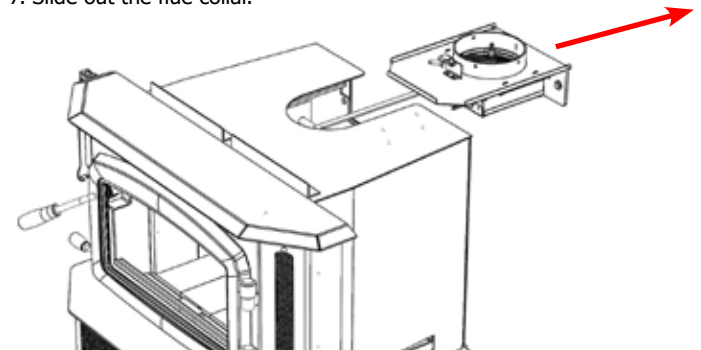
5. Remove locking clip from the front face of the Catalyst assembly by sliding up and out.



6. Take a 1/2" ratchet and remove the two bolts at back inside of the firebox. These bolts are used to secure the flue collar. Keep these and washers for reinstall.



7. Slide out the flue collar.



8. Install flex liner into existing chimney as per liner manufacturer's specifications. Ensure that the notch on the adaptor cut in the previous step is pointed forward at about the 6 o'clock position. See Diagram 1.



Diagram 1

Flex Liner

9. Secure the adaptor to the flex liner with three screws. Ensure the adaptor is level and aligned correctly. See Diagrams 2 & 2A.

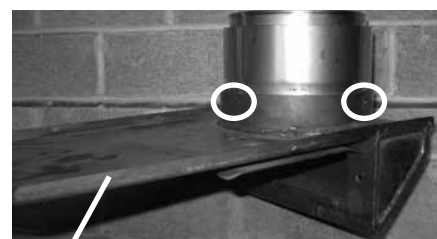


Diagram 2

## 14 | installation

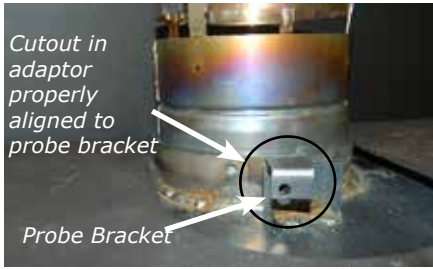


Diagram 2A

10. Fully insert the probe into the probe bracket as shown. See diagram 3.



Diagram 3

11. Install the unit by first setting the rear of the unit into the fireplace. See Diagram 4. Ensure that the unit is centered in the existing fireplace and lined up with the flue adaptor.



Diagram 4

12. Slide the unit back until the flue adaptor is slightly engaged. At this point it is recommended to level the unit. This will keep the adaptor from binding.

13. Insert the provided pull rod through the hole in the top center of the unit. Secure the threaded end into the flue adaptor as shown in diagram 5. While sliding the unit into place pull on the rod to ensure that the flue adaptor is properly engaged. See Diagram 6. Double check the adaptor is seated properly and the pull rod in the firebox, locate the two holes lined up to the two holes on the adaptor.

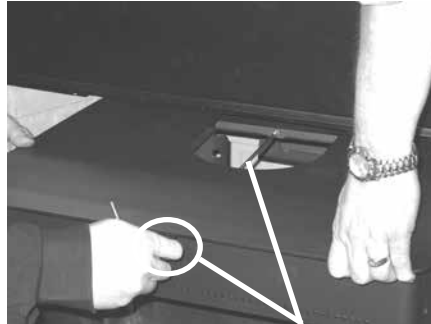
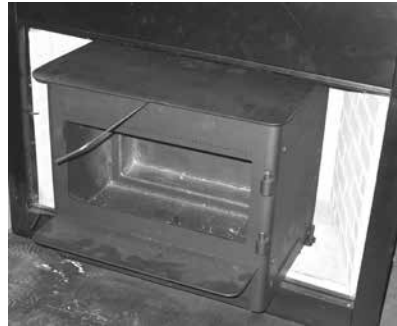


Diagram 5 Pull Rod



Pull Rod in place

Diagram 6

14. To complete the install, use the two bolts, washers and lock washers removed in step 6 and install them, tighten down using the 1/2" socket to ensure the adaptor is positively secured to the unit. Once completed remove pull rod and place away for future re-install.

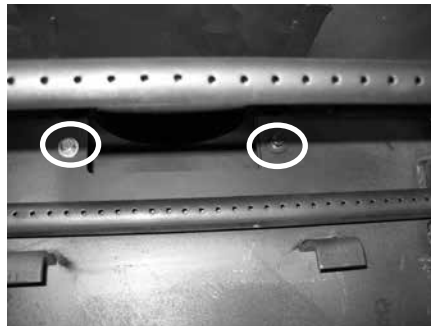


Diagram 7

15. When re-installing flue collar after it has been attached to the flex, be careful to guide the bypass arm through front above the door. This can only be guided through firebox opening.

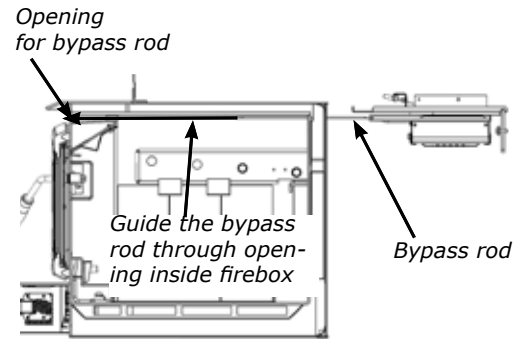


Diagram 8

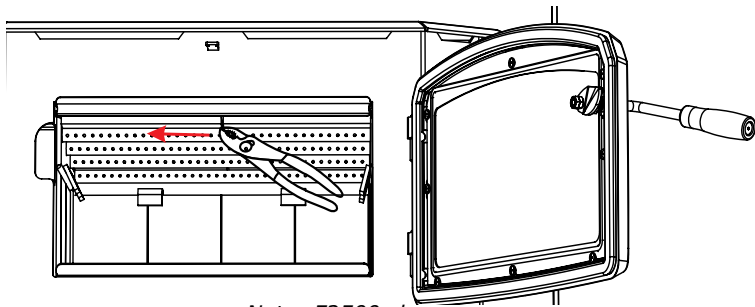
16. Repeat steps 5-1 to complete install.

## CATALYST COMBUSTOR REMOVAL AND REPLACEMENT

**List of Tools required:**

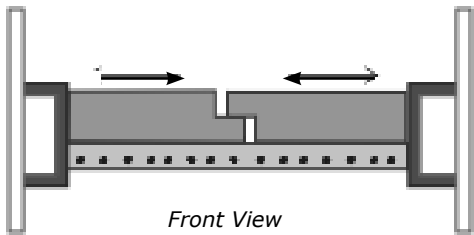
- 7/16" socket / ratchet
- Hammer
- Vice Grip

1. Allow the stove to burn out and cool down.
2. Remove stainless steel smoke deflector - See instructions in this manual.
3. Remove the front 3 secondary air tubes with pliers as shown below.



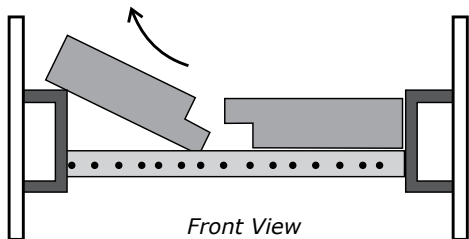
Note: F2500 shown

4. Remove baffles - push the baffles together and away from the side walls.



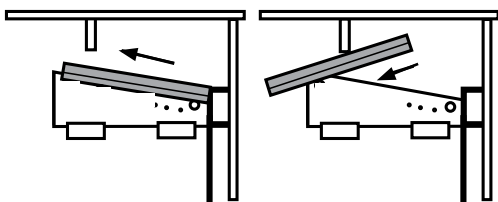
Front View

5. Lift the left baffle out from underneath the right baffle - then lift out. Remove the right baffle.



Front View

6. Manoeuvre the baffle above the air tube and slide out.



Side View

7. Remove locking clip from the front face of the Catalyst assembly by sliding up and out.



8. Pull the flame shield forward and tilt down, be prepared to support catalyst assembly.



9. Slide the catalyst retainer to the right to remove.

10. Pull down catalyst assembly to remove.



11. If the bypass rod/clip requires replacement also reach up into the catalyst cartridge and remove bypass rod clip. Slide out bypass rod from the front of the insert.

## 16 | installation

12. Take your new or cleaned out round catalyst and install it into the square support. Then take the catalyst and square support and insert it into the cartridge in the unit. Take the flame shield and slide back end into the opening. After sliding flame shield into position—secure in place by sliding the clip down (reverse Step 7). The install of the catalyst, bypass rod, and flue adaptor is now complete.



*Catalyst in square support*

13. Repeat steps 10-1.

**NOTE:** when cleaning chimney, remove tubes, baffles, retainer, flame shield and catalyst. After sweeping, re-install.



## FAN INSTALLATION

**Installer:** Please record unit serial number here before installing blower.

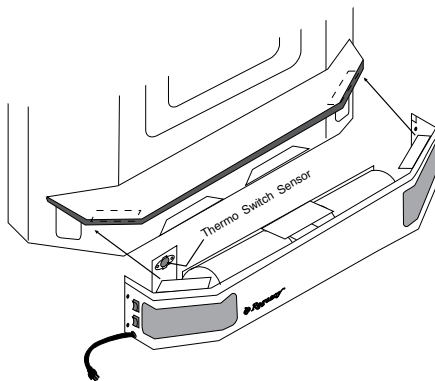
Serial No. \_\_\_\_\_

1. Align the fan support with the offset clip on the bottom of the ashlip.
2. Slide the supports into the clips. The tension holding the clips in place may be adjusted by increasing or decreasing the offset spacing of the clips.
3. Ensure that the power cord is not in contact with any hot stove surfaces.
4. Push the Regency logo plate into the two holes in the front bottom left corner of the fan.

**Do not turn fan ON until your insert has reached operating temperature or at least 30 minutes after starting fire.**

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

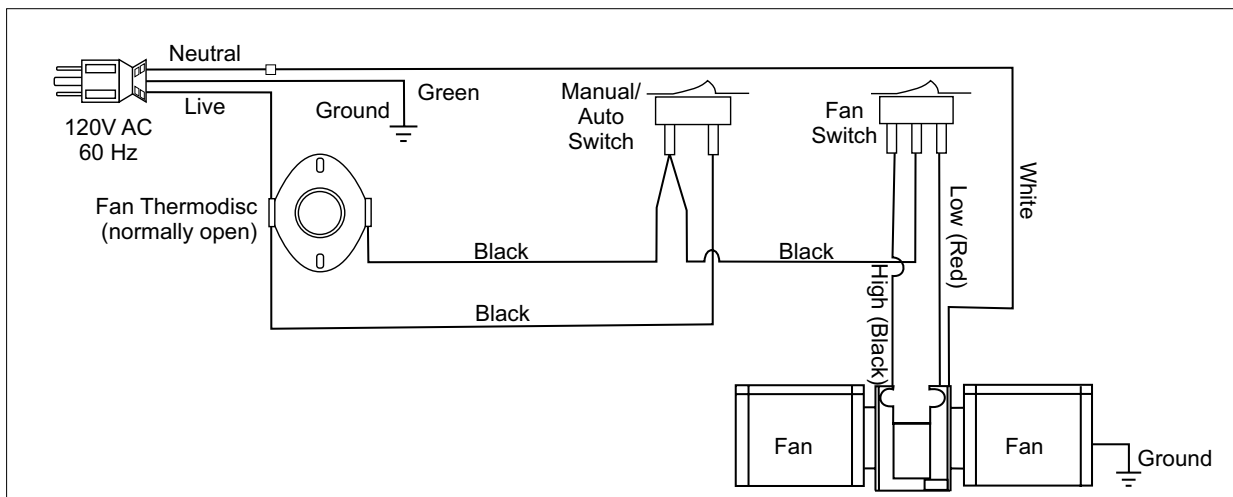
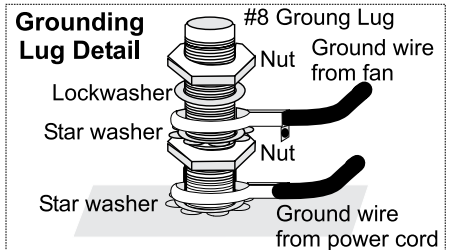
**NOTE: DO NOT ROUTE POWER CORD UNDER OR IN FRONT OF UNIT.**



**Important:**

The blower to this appliance must be turned off anytime the fuel door is opened. Prior to turning the blower back on, ensure there are no embers near the blower which may have fallen onto the hearth when the fuel door was opened. Once the fuel door is closed, the blower may be turned back on.

**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.



Blower/Fan Wiring Diagram

## FLOOR PROTECTION

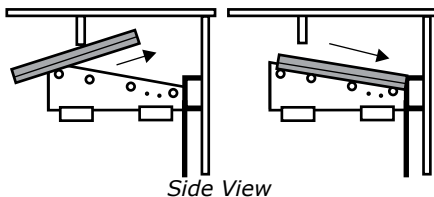
Please check to ensure that your floor protection and hearth will meet the standards for clearance to combustibles. Your hearth extension must be made from a non-combustible material.

## FLUE BAFFLE & SECONDARY AIR TUBE INSTALLATION

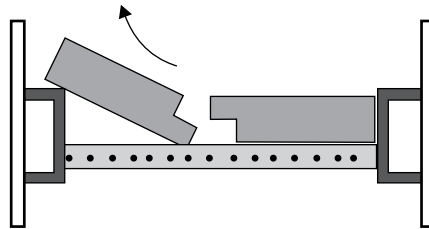
The flue baffle system located in the upper area of the firebox is removable to make cleaning your chimney system easier. The baffles must be installed prior to your first fire. **Smoke spillage and draft problems may occur if the baffles are improperly positioned.** Check the position of the baffles on a regular basis as they can be dislodged if too much fuel is forced into the firebox.

The unit arrives with the 2 baffle plates on the floor of the firebox.

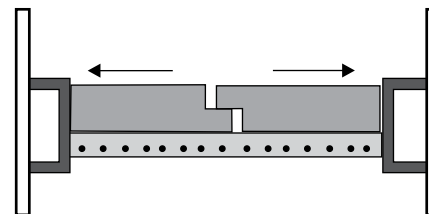
- 1) If all 4 air tubes are installed continue on to Step 2), if not, follow the instructions below. Install the air tube into the holes in the side channels. The notch goes on the right hand side with the air holes facing toward the door. Slide the tube into the left hand side, as far as possible and then bring it back into the hole on the right hand side. Use a pair of vise grips or pliers and tap it into place with a hammer. A tighter fit will ensure the tube will not move when the unit is burning. Though there are four air tubes in the medium units.
- 2) Slide the left baffle over the air tubes from the front and then push it to the back.
- 3) Tilt the left baffle up on top of the side channel and it will leave enough room to position the right baffle in the same manner as Step 1) above. Then reposition the left baffle flat on the air tubes.



- 4) **Important: push both baffles so they are tight against the side walls.**



*Front View*

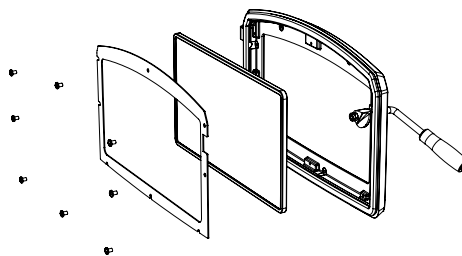


*Front View*

## GLASS REPLACEMENT

Your Regency stove is supplied with 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.

Remove the door from the stove and remove the screws securing the glass retainer. Position the glass in the door, make sure that the glass gasketing will properly seal your unit, and replace the retainer, it should rest on the gasket not the glass. Tighten securely, but do not wrench down on the glass as this may cause the glass to break.



*Shown with classic door*

## WOOD DOOR & HANDLE ASSEMBLY

1. In preparation of installing the door handle, the nuts, cam, washers and spacer must be removed as shown in Diagram 1.

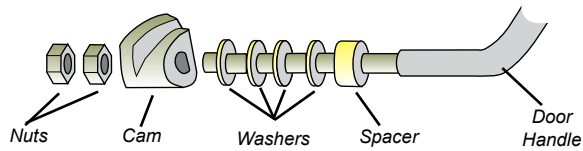


Diagram 1

## LATCH ADJUSTMENT

The door latch may require adjustment as the door gasket material compresses over time. Removal of 1 or 2 washers will allow the latch to move closer to the door frame, causing a tighter seal. (Refer to Diagram 1)

2. Place the door onto the hinges and then place the door handle through the opening on the door, as shown in Diagram 2.

Re-assemble and secure the door handle components in reverse order as removed in step 1, refer to Diagram 1.

3. Put the hinge cover caps on top of hinges to complete the door installation.

**Note:** The bottom of the door may scrape the ashlip. In this case place the spacers provided on the door hinges of the unit before placing the door.

4. Close door and ensure there is a tight seal. If door is too tight a washer can be removed. Recheck door to ensure there is still a tight seal. The handle should be approximately in the 8 o'clock position when door is fully closed. (Diagram 3)

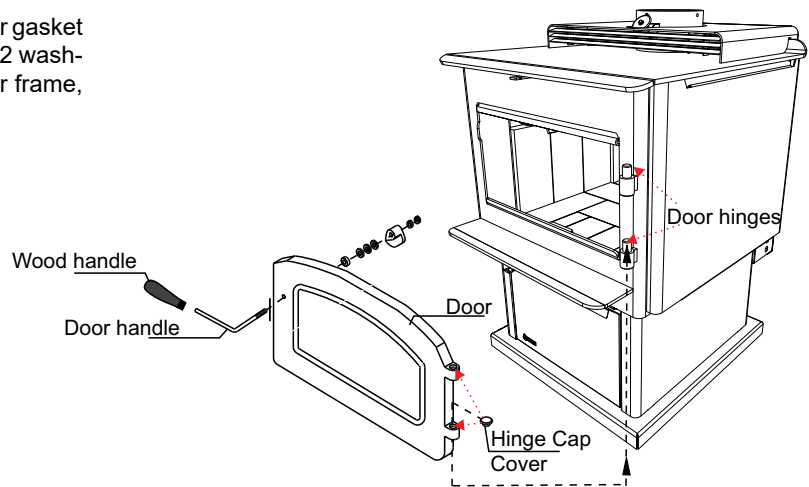


Diagram 2

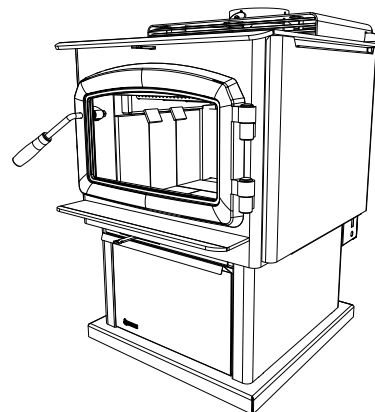


Diagram 3

### BRICK INSTALLATION

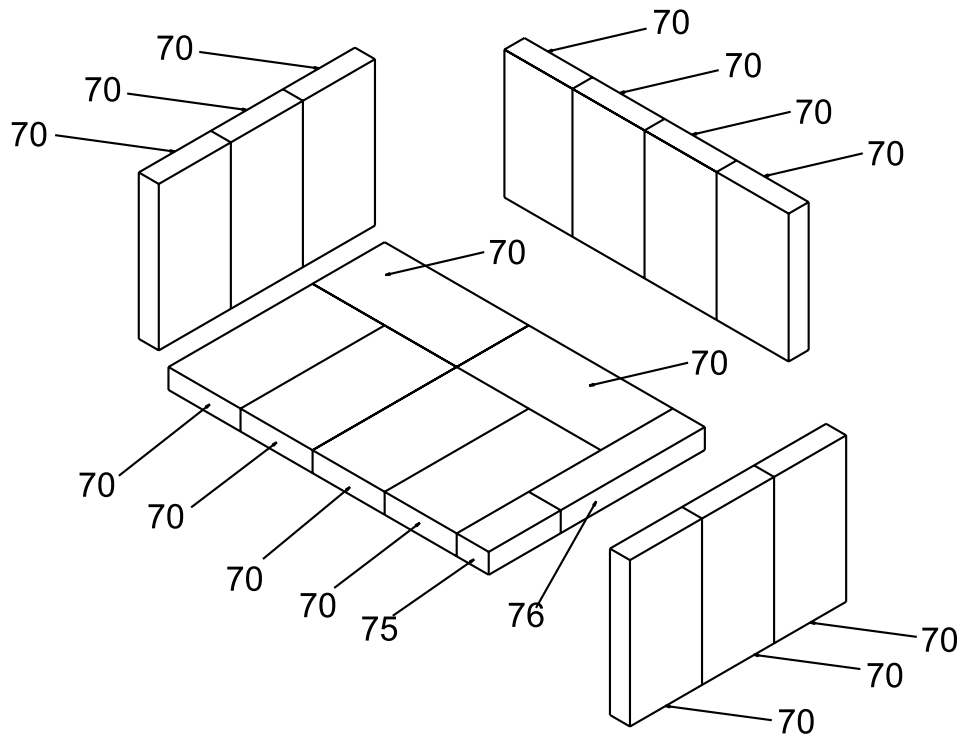
Firebrick is included to extend the life of your stove and radiate heat more evenly. Check to see that all firebricks are in their correct positions and have not become misaligned during shipping. Install all firebricks (if bricks were removed at install) per the diagram below and place in their correct positions. Do not use a grate.



LyTherm sheet

- Order of firebrick install:
- a) Rear Firebrick
  - b) Firebox floor - install brick over LyTherm Sheet
  - c) Right and left side Firebricks

- 70) Brick Regular Full Size: 1-1/4" x 4-1/2" x 9"
- 75) Brick Partial: 1-1/4 x 4-1/2" x 2"
- 76) Brick Partial: 1-1/4" x 2" x 9"



## SEASONED WOOD

Whether you burn wood in a fireplace, stove or insert, good quality firewood is the key to convenience, efficiency and safety. Wet wood and pieces that are not the right size and shape for your wood burner can be frustrating, burn inefficiently and deposit creosote that can fuel a dangerous chimney fire. Good planning, seasoning and storage of the firewood supply are essential to successful wood burning.

- Stack the wood in separate rows in an open location where the summer sun can warm it and breezes can carry away the moisture. Do not stack unseasoned wood tightly in an unvented storage area.
- Do not allow firewood to lie on the ground for more than a couple of days before stacking. Mould and rot can set in quickly.
- Stack the wood up off the ground on poles, lumber rails or pallets.
- The top of the pile can be covered to keep off rain, but do not cover the sides.

Softer woods like pine, spruce and poplar/aspen that is cut, split and stacked properly in the early spring maybe be ready for burning in the fall. Extremely hard woods like oak and maple, and large pieces of firewood, may take a minimum of a full year to dry enough. Drying may also take longer in damp climates

There are a few ways to tell if wood is dry enough to burn efficiently. Use as many indicators as possible to judge the dryness of the firewood your are considering. Here are ways to judge firewood moisture.

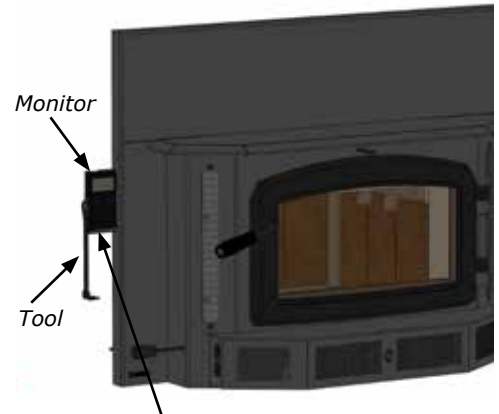
- Using a moisture meter, select the species of fuel and then penetrate the pins into a split piece. Ideal moisture and seasoned firewood should be less than 20% moisture content.
- Checks or cracks in the end grain can be an indication of dryness, but may not be a reliable indicator. Some wet wood has checks and some dry wood has no checks.
- The wood tends to darken from white or cream colour to grey or yellow as it dries.
- Two dry pieces banged together sound hollow; wet pieces sound solid and dull.
- Dry wood weighs much less than wet wood.
- Split a piece of wood. If the exposed surface feels damp, the wood is too wet to burn.

## BYPASS OPERATING HANDLE

The I2500 is supplied with an air and bypass operating handle. The handle is used to open and close the by-pass and hung on the bracket as shown below.

This bracket can also be used for the digital catalytic monitor.

Diagrams below show catalyst monitor and bracket already installed.



Air and Bypass operating handle storage

## OPERATING INSTRUCTIONS

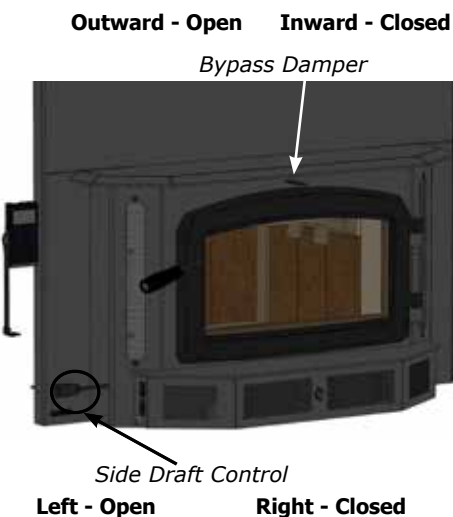
With your unit now correctly installed and safety inspected by your local authority, you are now ready to start a fire. Before establishing your first fire, it is important that you fully understand the operation of your Catalytic combustor and draft control.

**WARNING**  
**Fireplace Stoves equipped with doors should be operated only with doors fully closed. If doors are left partly open, gas and flame may be drawn out of the fireplace stove opening, creating risks from both fire and smoke.**

### DRAFT CONTROL

Both the primary and air wash drafts are controlled by the control slide located on the left side of the unit (when facing the unit). To increase your draft - slide to the left to open, and to decrease - slide to the right to close. The I2500 unit has a secondary draft system that continually allows combustion air to the induction ports at the top of the firebox (see catalytic combustor instructions in this manual).

Draft is the force which moves air from the appliance up through the chimney. The amount of draft in your chimney depends on the length of the chimney, local geography, nearby obstructions and other factors. Too much draft may cause excessive temperatures in the appliance and may damage the catalytic combustor. Inadequate draft may cause back puffing into the room and plugging of the chimney or catalyst.



**WARNING: To build a fire in ignorance or to disregard the information contained in this section can cause serious permanent damage to the unit and void your warranty!**

### FIRST FIRE

When your installation is completed and inspected you are ready for your first fire.

**THIS UNIT IS DESIGNED TO BURN SEASONED CORDWOOD ONLY. COAL, BRIQUETTES AND ALL OTHERS LISTED ON PAGE 2 ARE NOT APPROVED. SEASONED CORDWOOD SHOULD BE LESS THAN 20% MOISTURE CONTENT.**

#### START UP AND OPERATING PROCEDURES:

1. For the first few days, the wood insert will give off an odour from the paint. This is to be expected as the high temperature paint becomes seasoned. Windows and/or doors should be left open to provide adequate ventilation while this temporary condition exists. Burning the wood insert at a very high temperature the first few times may damage the paint. During the first few fires, keep the combustion rate at a moderate level and avoid a large fire. Only after 5 or 6 such fires can you operate the wood insert at its maximum setting, and only after the metal has been warmed.
2. Do not place anything on the wood insert top during the curing process. This may result in damage to your paint finish.
3. When starting the fire, ensure the bypass is in the fully open position (pulled out) and air control is in the fully open position (far left). To start a good and clean fire you will need approx. 4 lb kindling and 6 lb start up fuel, wood split larger than kindling, approx. 2 inches thick. Start with few pieces of crumpled paper and half of the kindling, stacked in a manner that allows air flow on the firebrick hearth (Teepee style or other). **DO NOT USE A GRATE TO ELEVATE THE FIRE.** Light crumpled newspaper and adjust the door to establish fire and for less smoke roll out. Keep the door in that position for approx. 3 minutes to establish a good fire. Once the door is closed, close the bypass (after approx. 5 minutes).
4. Once most of the kindling has burned down add the remaining of the kindling and 4 - 5 pieces of start up wood, more to the back. Close the door soon after loading to keep the catalyst from cooling down.
5. When a good fire is established add few more pieces of start up fuel. Load in centre and more to the back. Keep bigger pieces for the next load.
6. While there are still good flames, level the burning wood and add the remainder of the start up fuel more to the back of the firebox. Close the door right away after loading.  
**NOTE:** These steps are crucial to ensure proper charcoaling and coal bed prior to loading the main load of bigger logs.
7. A nice coal bed is established and there are still good sized flames, open the door and the bypass, and rake the coals to create a uniform charcoal bed. Load 5 pieces of 16" long cord wood, front to back, North/South orientation. Once loaded, and strong flames are established, close the door and the bypass. Burn on high setting (air control pulled out to the far left) for at least 10 -15 minutes.  
 After a strong fire is established you can adjust the air control to your desired position.

High Fire: Air control pulled out to far left.  
 Low Fire: Air control pushed in to far right.  
 Med Fire: Air control slightly left of low fire setting.

For low and medium fire, adjust the air gradually from high to the desired position.

After 20 minutes the fan can be set on high setting.

8. **IMPORTANT:** The temperature in the wood insert and the gases entering the combustor must reach between 500°F - 700°F for catalytic activity to start. From the start up of a cold wood insert, a medium to high firing rate must be maintained for 30 min. This ensures that the wood insert, catalyst and fuel are all stabilized at proper operating temperatures. Even though it is possible to have temperatures at 600°F within minutes after a fire has been started, if the fire is allowed to die down immediately it may go out or the combustor may stop working. Once the combustor starts working, heat generated in it by burning the smoke will keep it working. During re-fueling and rekindling of the cool fire, or a fire that has burned down to the charcoal phase, operate the wood insert at a medium to high firing rate for about 10 minutes to ensure that the catalyst reaches operating temperatures.

**WARNING: Never build a roaring fire in a cold wood insert. Always warm your wood insert up slowly!**

9. When re-fueling, always open by-pass control, and primary air damper, load fuel, then wait for at least 10-15 minutes before closing the by-pass. Reason for the 10-15 min. is the fresh fuel and the opening of the door will cause the catalyst to drop in temperature as well as the moisture within the wood which is the first thing to be released. This will also minimize any smoking (spilling) back into the room.
10. During the first few days it may be more difficult to start the fire. As you dry out your firebrick and your masonry flue, your draft will increase.
11. For those units installed at higher elevations or into sub-standard masonry fireplaces, drafting problems may occur. Consult an experienced dealer or mason on methods of increasing your draft.
12. Some cracking and popping noises may be experienced during the heating up process. These noises will be minimal when your unit reaches temperature.
13. All fuel burning appliances consume oxygen during operation. It is important that you supply a source of fresh air to your unit while burning. A slightly opened window is sufficient for the purpose. If you also have another fireplace in your home, a downdraft may be created by your Regency wood insert causing a draft down your chimney. If this occurs, slightly open a window near your unit.

**CAUTION: If the body of your wood insert, or any part of the chimney connector starts to glow, you are over firing. Stop loading fuel immediately and close the draft control until the glow has completely subsided.**

*How to Light & Maintain a Wood Stove Fire*



- 14. Green or wet wood is not recommended for your unit. If you must add wet or green fuel, open the draft control fully until all moisture has been dispersed by the intense fire. Once all moisture has been removed, the draft control may be adjusted to maintain the fire.
- 15. If you have been burning your stove on a low draft, use caution when opening the door. After opening the damper, open the door a crack, and allow the fire to adjust before fully opening the door.
- 16. The controls of your unit or the air supply passages should not be altered to increase firing for any reason.
- 17. If you burn the unit too slowly or at too low a setting your unit will not be operating as efficiently as it can. An easy rule of thumb says that if your glass is clean, catalytic thermostat is active, then your flue is clean and your exhaust is clean. Burn the stove hot enough to keep your glass clean and catalytic combustor, you won't need to clean your flue as often.

**NOTE: You can stir and level the coals before reloading to ensure proper charcoaling and a good start up of the load.**

## FAN OPERATION

The fan unit must not be turned on until a fire has been burning for at least 20 minutes and the unit is hot enough. As well, after each fuel loading the fan must be shut off until 20 minutes has elapsed. To operate fan automatically, push switch on side of fan housing to "Auto" and second switch to either "High" or "Low" for fan speed. The automatic temperature sensor will engage the blower when the unit is at temperature and will shut off the blower once the fire has gone out and the unit has cooled to below a useful heat output range.

To manually operate the fan system, push the first switch to "Man" and second switch to either "high" or "Low". This will bypass the sensing device and allow full control of the fan. Switching from "Auto" to "Manual" or "High" to "Low" may be done at any time.

## ASH DISPOSAL

During constant use, ashes should be removed every few days. The Ash Drawer option features a convenient ash dump for easy removal of ash, refer to Modular Installation Options section.

Ashes should be placed in a metal container with a tight-fitting lid. The closed container of ashes should be placed on a noncombustible floor or on the ground, well away from all combustible materials, pending final disposal. If the ashes are disposed of by burial in soil or otherwise locally dispersed, they should be retained in the closed container until all cinders have thoroughly cooled.

## Safety Precautions

- 1. Do not allow ashes to build up to the loading doors! Only remove ashes when the fire has died down. Even then, expect to find a few hot embers.

- 2. Please take care to prevent the build-up of ash around the start-up air housing located inside the stove box, under the loading door lip.
- 3. Never start a fire if the ash plug and ash drawer are not in place. This will cause over firing which can cause excessive warping of the stove. Evidence of over firing can void the warranty on your stove.
- 4. The firebricks are brittle and can be damaged if the plug is replaced carelessly or pieces that are too large are forced through the hole.

## SAFETY GUIDELINES AND WARNINGS

### CAUTION: DO NOT USE CHEMICALS AS FLUIDS TO START FIRE.

- 1. **CAUTION:** Never use gasoline, gasoline type lantern fuels, kerosene, charcoal lighter fuel, or similar liquids to start or 'freshen up' a fire in your heater. Keep all such liquids well away from the heater while it is in use.
- 2. Keep the door closed during operation and maintain all seals in good condition.
- 3. Do not burn any quantities of paper, garbage, and never burn flammable fluids such as gasoline, naphtha or engine oil in your stove.
- 4. If you have smoke detectors, prevent smoke spillage as this may set off a false alarm.
- 5. Do not overfire heater. If the chimney connector, flue baffle or the stove top begin to glow, you are over firing. Stop adding fuel and close the draft control. Over firing can cause extensive damage to your stove including warping and premature steel corrosion. Over firing will void your warranty.
- 6. Do not permit creosote or soot build-up in the chimney system. Check and clean chimney at regular intervals. Failure to do so can result in a serious chimney fire.
- 7. Your Regency stove can be very hot. You may be seriously burned if you touch the stove while it is operating, keep children, clothing and furniture away. Warn children of the burn hazard.
- 8. The stove consumes air while operating, provide adequate ventilation with an air duct or open a window while the stove is in use.
- 9. Do not connect this unit to a chimney flue serving another appliance.
- 10. Do not use grates or andirons or other methods for supporting fuel. Burn directly on the bricks.

- 11. Open the draft control fully for 10 to 15 seconds prior to slowly opening the door when refuelling the fire.

- 12. Do not connect your unit to any air distribution duct.
- 13. This heater is designed to burn natural wood only. Higher efficiencies and lower emissions generally result when burning air dried seasoned hardwoods, as compared to softwoods or to green or freshly cut hardwoods.
- 14. In the event of component failure, replace parts with only Regency listed parts.
- 15. Warning: do not abuse glass door such as striking or slamming shut.
- 16. Do not store any fuel closer than 2 feet from your unit. Do not place wood, paper, furniture, drapes or other combustibles near the appliance.

**17. WARNING: Do not operate without either the Ash Plug properly seated or the Ash Dump Plates screwed in place, excessive temperatures will result.**

**18. CAUTION: Do not operate with cracked/ broken, plugged or glazing catalyst.**

**IMPORTANT : It is against federal regulation to operate this wood heater in a manner inconsistent with operating instructions in this manual, or if the catalytic element is deactivated or removed.**

**CAUTION: HOT WHILE IN OPERATION. KEEP CHILDREN, CLOTHING AND FURNITURE AWAY. CONTACT MAY CAUSE SKIN BURNS.**

## MAINTENANCE

It is very important to carefully maintain your fireplace stove, including burning seasoned wood and maintaining a clean stove and chimney system. Have the chimney cleaned before the burning season and as necessary during the season, as creosote deposits may build up rapidly. Moving parts of your stove require no lubrication.

## CREOSOTE

When wood is burned slowly, it produces tar and other organic vapours combine with moisture to form creosote. The creosote vapours condense in the relatively cool chimney flue of a slow burning fire. As a result, creosote residue accumulates on the flue lining. When ignited, this creosote can result in an extremely hot fire.

The chimney connector and chimney should be inspected at least once every two months during the heating season to determine if creosote build up has occurred. If creosote has accumulated it should be removed to reduce the risk of chimney fire.

### CAUTION: Things to remember in case of a chimney fire:

1. Close all draft and damper controls.
2. CALL THE FIRE DEPARTMENT.

### Ways to Prevent and Keep Unit Free of Creosote

- 1) Burn stove with the draft control wide open for about 10-15 minutes every morning during burning season.
- 2) Burn stove with draft control wide open for about 10 - 15 minutes every time you apply fresh wood. This allows the wood to achieve the charcoal stage faster and burns up any unburned gas vapours which might otherwise be deposited within the system.
- 3) **Only burn seasoned wood!** Avoid burning kiln dried, wet or green wood. Seasoned wood has been dried at least one year.
- 4) A small hot fire is preferable to a large smouldering one that can deposit creosote within the system.

5) The chimney and chimney connector should be inspected at least once every two months during the heating season to determine if a creosote buildup has occurred.

6) **Have chimney system and unit cleaned by competent chimney sweeps twice a year during the first year of use and at least once a year thereafter or when a significant layer of creosote has accumulated (3 mm/1/8" or more) it should be removed to reduce the risk of a chimney fire.**

## DOOR GASKET

If the door gasket requires replacement, use a 7/8" gasket rope (Part #846-570). A proper high temperature gasket adhesive is required. See your Regency Dealer.

The door catch may require adjustment as the door gasket compresses after a few fires. The door latch compression may require adjustment to renew seal. Removal of a shim, (see section in this manual), will allow the latch to be moved closer to the door frame, causing a tighter seal.

## GLASS MAINTENANCE

Your Regency stove is supplied with 5mm Neoceram ceramic glass (Part #846-308) 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 (refer to Glass Replacement section).

Allow the stove to cool down before cleaning the glass. Cleaning the glass will prevent build up of carbon and allow full view of the fire. **WARNING:** Do not clean the glass when it is hot. **WARNING:** Do not use abrasive cleaners, a damp cloth and glass cleaner is effective.

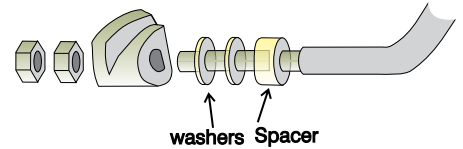
## WOOD STORAGE

Store wood under cover, such as in a shed, or covered with a tarp, plastic, tar paper, sheets of scrap plywood, etc., as uncovered wood can absorb water from rain or snow, delaying the seasoning process.



## LATCH ADJUSTMENT

The door latch may require adjustment as the door gasket material compresses after a few fires. Removal of the spacer washer, shown in the diagram below, will allow the latch to be moved closer to the door frame, causing a tighter seal. Remove and replace the nuts, washer and spacer as shown.



## REMOVING WOODEN HANDLE

1. To remove the wooden door handle from unit, firstly locate 7/64" Allen key hole at the bottom of wooden handle.



2. Unscrew 7/64" Allen Key screw counterclockwise. Once the screw is completely loose, remove and drop the handle down off the door handle shaft and replace with new handle.





## CATALYTIC COMBUSTOR PART#021-531

### ACHIEVING AND MAINTAINING CATALYST LIGHT-OFF:

The temperature in the stove and the gases entering the combustor must be raised to between 500F to 700F for catalytic activity to be initiated. During the start up of a cold stove a medium to high firing rate must be maintained for about 30 minutes. This ensures that the stove, catalyst and fuel are all stabilized at proper operating temperatures. Even though it is possible to have temperatures at 600F within minutes after a fire has been started, if the fire is allowed to die down immediately it may go out or the combustor may stop working. Once the combustor starts working, heat generated in it by burning the smoke will keep it working. During re-fueling and rekindling of the cool fire, or a fire that has burned down to the charcoal phase, operate the stove at a medium to high firing rate for about 10 minutes to ensure that the catalyst reaches operating temperatures.

**CATALYST MONITORING:** It is important to periodically monitor the operation of the catalytic combustor to ensure that it is functioning properly and to determine when it needs to be replaced. A non-functioning combustor will result in a loss of heating efficiency, and an increase in creosote and emissions. Following is a list of items that should be checked on a periodic basis.

- Combustors should be visually inspected at least three times during the heating season to determine if physical degradation has occurred. Actual removal of the combustor is not recommended unless more detailed inspection is warranted because of decreased performance. If any of these conditions exist, refer to Catalyst trouble shooting section of this owner's manual.
- A good combustor is designed to withstand approximately 12,000 hours of continuous use. This will translate into five to ten years of use, depending on the length of your heating season and how often you use your stove. Proper maintenance will increase the combustor's effectiveness and prevent many problems. Inspect your combustor before each heating season, and during the season if your stove's performance seems to change.
- This catalytic heater is equipped with a temperature probe to monitor catalyst operation. Properly functioning combustors typically maintain temperatures in excess of 500F and often reach temperatures in excess of 1000F. If catalyst temperatures are not in within, refer to Catalyst trouble shooting section of this manual.
- You can get an indication of whether the catalyst is working by comparing the amount of smoke leaving the chimney when the smoke is going through the combustor and catalyst light – off has been achieved, to the amount of smoke leaving the chimney when the smoke is not routed (by-pass open) through the combustor.

**Step 1:** Light the stove in accordance with instructions within this manual.

**Step 2:** With smoke routed through the catalyst (by-pass closed) go outside and observe the emissions leaving the chimney.

**Step 3:** Engage the bypass mechanism and move to by-pass open position. And again observe the emission leaving the chimney. Significantly more smoke should be seen when the smoke is not routed through the combustor (by-pass open). Be careful not to confuse smoke with steam.

**ACHIEVING PROPER DRAFT:** Draft is the force which moves air from the appliance up through the chimney. The amount of draft in your chimney depends on the length of the chimney, local geography, nearby obstructions and other factors. Too much draft may cause excessive temperatures in the appliance and may damage the catalytic combustor. Inadequate draft may cause back puffing into the room and plugging of the chimney or catalyst.

<b>CATALYTIC COMBUSTOR CLEANING:</b>	
<b>Method #1</b>	
	A vacuum cleaner may be used, but <b>never use high pressured air</b> to blow the cells free of any build-up. This can damage the cell walls. Any cell blockage can be removed with the use of a pipe cleaner or a cotton swab as well.
<b>Method #2</b>	
	Should the combustor's cells become covered with fly-ash, use a paint-brush or soft-bristled brush and dust the combustor gently. Never use anything abrasive to clean the combustor.
<b>Method #3</b>	
	Normally the catalytic combustor requires little or no maintenance, it generates such high temperatures and therefore is basically self-cleaning. However, should the combustor become covered with soot or creosote, it is possible to burn the accumulation off by opening the bypass and building a hot fire. Once the hot fire is created, close the bypass halfway and burn for 30 to 60 minutes with the bypass left in this position. <b>Never use cleaning solvents to clean it.</b> Check and clean the combustor, if necessary, before each burning season and inspect the flue system for any signs of creosote buildup.
	A clean flue helps prevent chimney flue fires.

DO NOT BURN:

- Treated wood
- Coal
- Garbage
- Cardboard
- Solvents
- Colored Paper
- Trash
- Salt drift wood
- Cut lumber, plywood, mill ends.

Burning treated wood, garbage, solvents, colored paper or trash may result in release of toxic fumes and may poison or render ineffective the catalytic combustor. Burning coal, cardboard, or loose paper can produce soot, or large flakes of char or fly ash that can coat the combustor, causing smoke spillage into the room, and rendering the combustor ineffective.

**CAUTION: DO NOT BURN GARBAGE OR FLAMMABLE LIQUIDS SUCH AS GASOLINE, NAPHTHA OR ENGINE OIL. SOME FUELS COULD GENERATE CARBON MONOXIDE AND ARE VERY DANGEROUS.**

**CAUTION: DO NOT CONNECT TO, OR USE IN CONJUNCTION WITH ANY AIR DISTRIBUTION DUCT WORK UNLESS SPECIFICALLY APPROVED FOR SUCH INSTALLATION.**

<b>Troubleshooting Guide</b>		
<b>PROBLEM</b>	<b>POSSIBLE CAUSE</b>	<b>SOLUTION</b>
Crumbling Substrate	Extreme Thermal Shock Refueling with Wet Wood High Draft	Bypass combustor when the stove is running Use seasoned, dried wood. Do not exceed .06" of water draft. Install a manual damper and draft gauge or a barometric damper.
Fly-Ash Build-up <b>Fly-Ash Masking</b>  <b>Fly-ash Plugging</b>	Combustor has not maintained light-off temperature. Combustor has not maintained light-off temperature.  <b>Burning materials that produce a lot of char and fly-ash.</b> <b>Closing the bypass too soon</b>	Brush cold combustor with a soft bristled brush or vacuum lightly.  Brush cold combustor with a soft bristled brush or vacuum lightly.  Do not burn cardboard, gift wrap or garbage. Follow instructions for proper light-off.
Thermal Cracking	Uneven temperatures, flame impingement and heat spikes.	If cracking causes large pieces to fall out, replace combustor.
Mechanical Cracks	Combustor mishandled or abused. Distortion of combustor holder.	Handle combustor with care. Replace if necessary. Replace combustor if large pieces are missing, replace any warped stove parts as well.
Plugging (Creosote)	Burning wet, pitchy woods or burning large loads of small diameter wood with the combustor in the operating position without light-off ever occurring.	Burn dried seasoned wood. Make sure combustor has light-off before closing the bypass damper. It may be possible to burn off the soot or creosote accumulation by putting the combustor in a partially open and partially closed position after a hot fire has been started.
Masking (Soot)	Combustor has not maintained a light-off.  Burning coal will cause a sulfur-based compound to coat the catalyst.	Place combustor in a partially open and partially position after a hot fire has been started to burn off the soot accumulation.  Revert to burning wood and fire the combustor to elevated temperatures for one hour.



*Cleaning & Maintaining Your Wood Stove*

<b>Annual Maintenance</b>	
Completely clean out entire unit	Annually
Inspect air tube, Catalytic Combustor and bricks	Replace any damaged parts.
Adjust door catch assembly	If unable to obtain a tight seal on the door - replace door gasket seal. Readjust door catch after new gasket installed.
Inspect condition and seal of: Glass Gasket Door Gasket	Perform paper test - replace gasket if required
Paper Test	Test the seal on the loading door with a paper bill. Place a paper bill in the gasket area of the door on a cold stove. Close the door. Try to remove the paper by pulling. The paper should not pull out easily, if it does, try adjusting the door latch, if that doesn't solve the problem replace the door gasket.
Check and lubricate door hinge + latch	Use only high temperature anti seize lube. (ie. never seize)
Check glass for cracks	Replace if required.
Clean blower motor	Disconnect power supply. Remove and clean blower. <b>*DO NOT LUBRICATE*</b>
Inspect and clean chimney	Annual professional chimney cleaning recommended.
Thermostat probe	The thermostat probe that is inserted into the opening above the insert must be cleaned at least once a year. Use 220 sand paper to clean probe. Access to the probe can be done in 2 ways. - by removing the catalyst as this will be exposed once the catalyst is removed. - by removing the faceplate. However, there must be clearance above the insert to be able to remove the probe from the top of the insert. See specific details in this manual.

**NOTE:**  
**Chimney Cleaning**

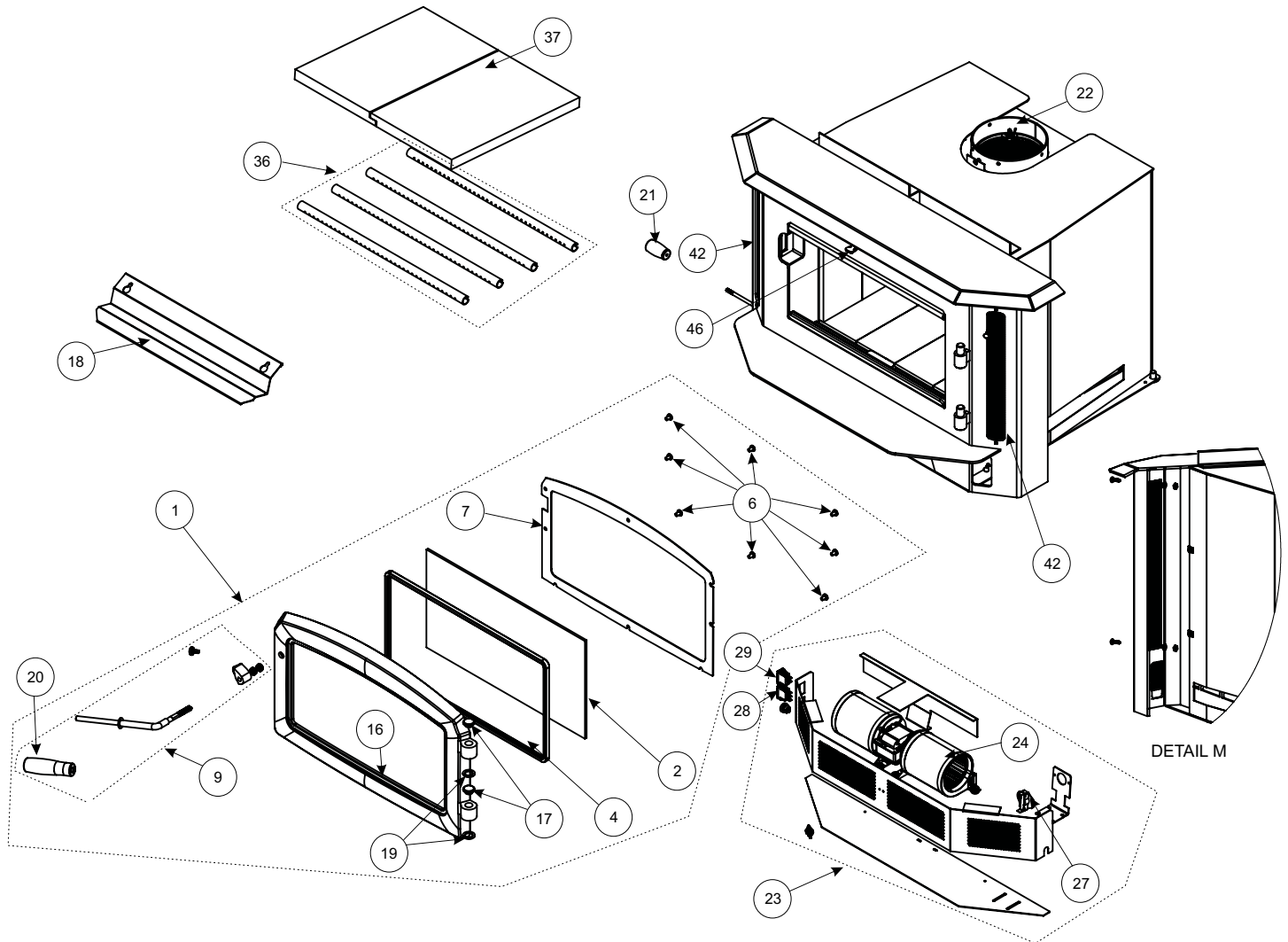
When cleaning the chimney system the air tubes, baffles should be removed for ease of cleaning. See manual for details on removal. The bypass should be moved all the way outward so any creosote will fall onto the firebox floor when being cleaned. Alternatively, the catalyst may be removed so this can also be cleaned at the same time following the guide lines found in this manual. We highly recommend that the chimney cleaning be done by a professional as they will have the necessary tools such as a proper sized brush and special vacuum cleaner designed to deal with fine particles.

**IMPORTANT**  
Before attempting to loosen or remove any screw/bolt from the interior of a wood stove, insert or factory built fireplace, we highly recommend to liberally spray the screw/bolt with a good-quality penetrating oil, one that does not have flammable properties contained within the penetrating oil being used. Allow it to set, then tap or vibrate the screw/bolt to help loosen it before attempting to remove it. For best results, follow the instructions that are provided with the penetrating oil.

**MAIN ASSEMBLY & OPTIONS - I2500**

Part #	Description	Part #	Description	Part #	Description
1)	850-251 Door Assy - Large Black	23)	142-917 Fan Assembly	42)	163-931 Convection Grill - Nickel (Opt)
	850-253 Door Assy - Large Nickel Accent	24)	910-157/P Fan Motor 120 Volts		163-930 Convection Grill - Blk
2)	846-308 Glass - Replacement (Includes Glass Gasket)	*	910-678 Power Cord 120 Volts	43)	* Hex Nut 10-24 Zinc Coated
4)	846-692 1/8" x 3/4" Wide Graphite Gasket Tape (6")(936-241)	27)	910-142 Fan Thermodisc	44)	* Washer #10 Flat
6)	904-115* Screw 1/4-20 x 3/8"	28)	910-140 Fan Speed Hi / OFF / Low Switch (3-way)	45)	* Bolt, 10-24 x 3/4" Blk Carriage
7)	181-034F Glass Retainer - Large	29)	910-138 Auto / Manual On / OFF Switch	46)	181-038 Bypass Rod
9)	021-973 Door Handle Assembly	30)	* Grommet Strain Relief		911-185 Monitor
16)	846-570 Door Gasket Kit	36)	033-953 Air Tube 3/4" (Qty:4) (each)		911-186 Probe
17)	948-079BN Hinge Caps - Nickel (each)	37)	020-957 Baffle (2/set)		948-223 Regency Logo - Nickel
17)	846-918 Hinge Caps Black Oxide (Set of 2)				181-040 Control Tool
18)	021-018 Smoke Detector				172-026 Accessory/Control Tool Slide
19)	650-084 Door Spacer				181-041 Accessory/Control Tool Slide Bracket
20)	948-146 Wood Handle				919-908 Manual
21)	181-039 Draft Control Handle				
22)	181-532 Flue Adaptor				

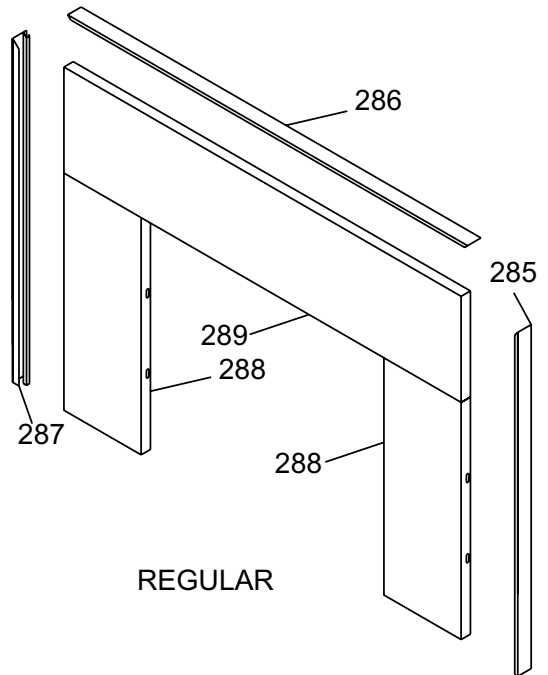
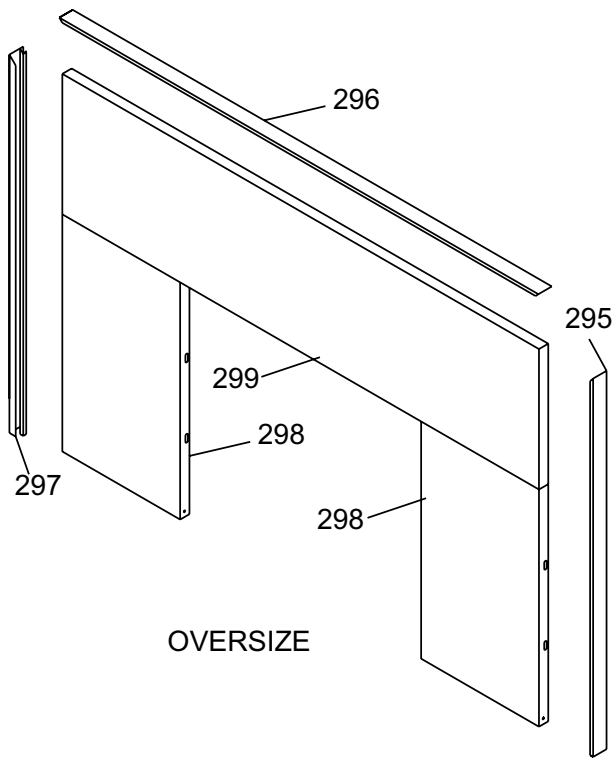
\*Not available as a replacement part.



**FACEPLATES - I2500**

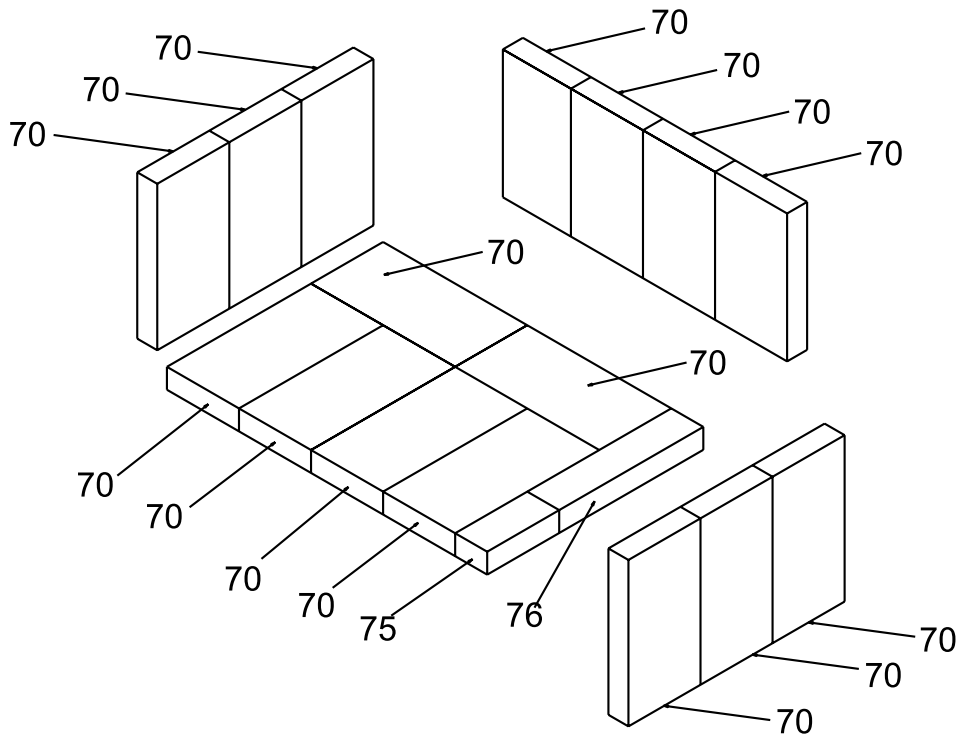
Part #	Description
140-911	Faceplate & Trim Set - Regular
180-570	Black Trim Regular (set of 3)
285)*	Trim Right Regular
286)*	Trim Top Regular
287)*	Trim Left Regular
288)*	Faceplate Side Regular
289)*	Faceplate Top Regular
140-913	Faceplate & Trim Set - Oversize
180-572	Black Trim Oversize (set of 3)
295)*	Trim Right Oversize
296)*	Trim Top Oversize
297)*	Trim Left Oversize
298)*	Faceplate Side Oversize
299)*	Faceplate Top Oversize

\*Not available as a replacement part.



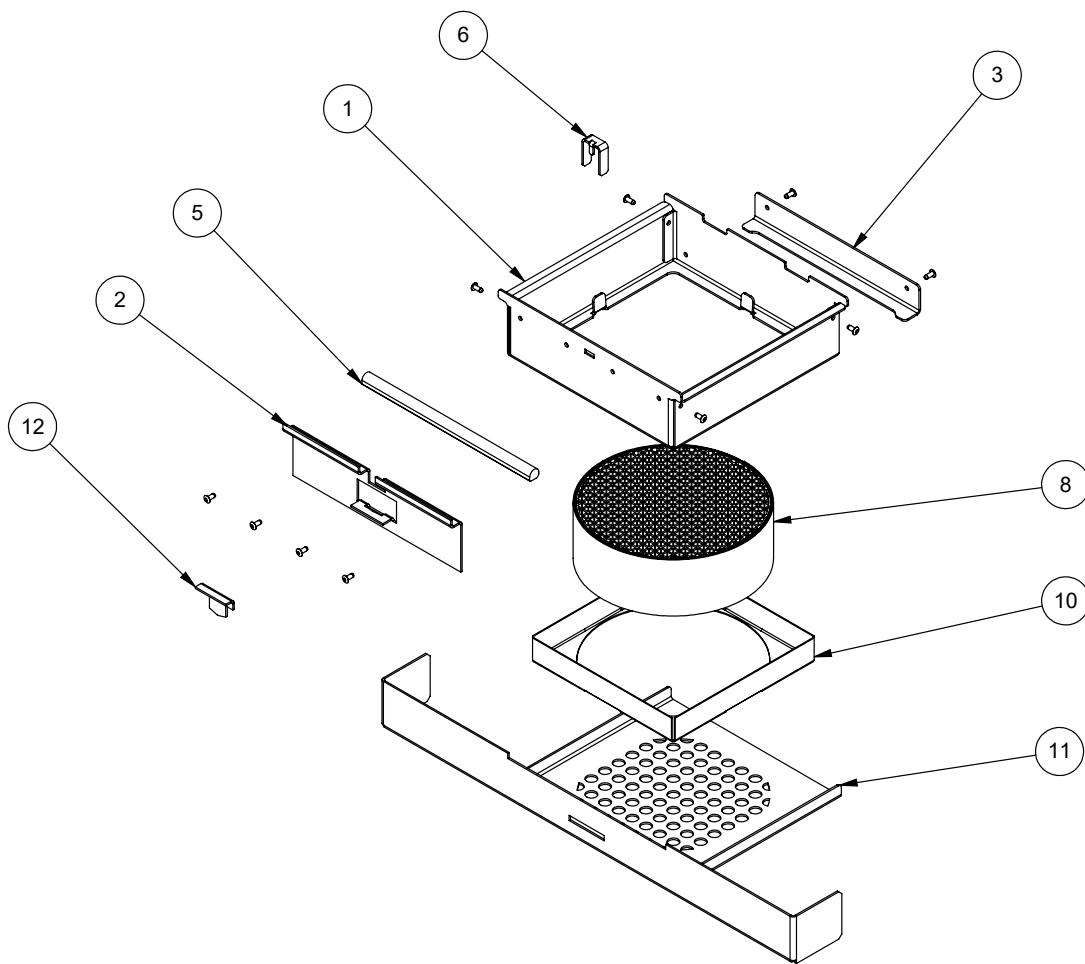
**BRICK PANELS - I2500**

Part #	Description
180-960	Firebrick - Complete Set
70) 902-111	Brick Regular Full Size: 1-1/4" x 4-1/2" x 9"
75) *	Brick Partial: 1-1/4 x 4-1/2" x 2"
76) *	Brick Partial: 1-1/4" x 2" x 9"



### CATALYTIC COMBUSTOR

	Part #	Description
1	075-101	Catalyst slide
2	075-102	Gasket bracket
3	075-104	Long shield bracket
5	846-689	Graphite Md-500 Rope Gasket (6') (936-236)
6	075-043	Rod lock
8	075-531	5.83 diameter combustor assembly
10	075-044	Cat cradle
11	181-053	Vertical flame shield
12	075-103	Rod clip lock



## Indoor Wood Product Warranty

### Limited Lifetime Warranty

FPI Fireplace Products International Ltd. (for Canadian customers) and Fireplace Products U S, Inc. (for US customers) (collectively referred to herein as "FPI") extends this Limited Lifetime Warranty to the original purchaser of this Appliance provided the product remains in the original place of installation. The items covered by this Limited Lifetime Warranty and the period of such coverage are set forth in the table below.

An Appliance in this policy is defined as an Indoor wood insert or Indoor wood freestanding stove.

**This Appliance has only been certified and listed for use indoors.**

**Note: This Wood Product Warranty does not apply to the Ri50 & CF780 models. See Ri50/CF780 policy for specific warranty details.**

This Limited Lifetime Warranty starts on the day the Appliance was purchased.

**The Limited Lifetime Warranty is not transferable, amendable or negotiable under any circumstances.**

Indoor Wood Products	Component Coverage					Subsidized Labor Coverage*** (Years)
	Limited Lifetime	5 years	2 years	1 year	Warranty	
Welded Firebox Steel	✓					5
All Stainless Steel Components, Smoke Deflectors, Heat Shields etc.	✓					3
Air Tubes	✓					3
Airmate	✓					3
Door handle and latch assembly, all hardware	✓					3
Glass Thermal Breakage Only	✓					3
Steel Faceplates, Accessory Housings	✓					3
All Plating	✓					3
Ash Drawer, Heatshields, Pedestal	✓					0
All Baffles, Steel, Ceramic, Vermiculite C-Baffles	✓					0
All castings, firebox, surrounds, doors, panels etc.		✓				3
All Electrical, Blower, wiring, switches, Catalytic Monitors, Probes, etc.			✓			2
Glass - Crazing				✓		1
Catalyst Combustor					**10 Years Prorated	0
Venting/Chimney				✓		1
Screens				✓		1

\*\*See specific warranty details regarding the catalyst combustor in this manual.

**Note:** Warranty coverage noted above may not be applicable as components/options vary based on appliance purchased.

### Conditions:

Warranty protects against defect in manufacture or FPI factory-assembled components only, unless herein specified otherwise.

**\*\*\*This warranty does not cover dealer travel costs, mileage, fuel, tolls for diagnostic or service work. All labor rates paid to authorized dealers are subsidized, pre-determined rates. Dealers may charge you for travel and additional time beyond their subsidy.**

Any part(s) found to be defective during the warranty period as outlined above will be repaired or replaced at FPI's option through an accredited distributor, dealer or pre-approved and assigned agent provided that the defective part is returned to the distributor, dealer or agent for inspection if requested by FPI. Alternatively, FPI may, at its own discretion, fully discharge all of its obligations under warranty by refunding the verified purchase price of the product to the original purchaser. The purchase price must be confirmed by the original Bill of Sale.



**The authorized selling dealer, or an alternative authorized FPI dealer if pre-approved by FPI, is responsible for all in-field diagnosis and service work related to all warranty claims. FPI is not responsible for results or costs of workmanship of unauthorized FPI dealers or agents in the negligence of their service work.**

At all times, FPI reserves the right to inspect reported in the field/on location complaints of products claimed to be defective before processing or authorizing any claim. Failure to allow this upon request will void the warranty.

All warranty claims must be submitted by the dealer servicing the claim, including a copy of the Bill of Sale (proof of purchase by you). All claims must be complete and provide full details as requested by FPI to receive consideration for evaluation. **Incomplete claims may be rejected.**

**Replacement Appliances to the original purchaser are limited to one per warranty term. Air tube and baffle replacements are limited to one replacement per warranty term.**

The Appliance must be installed according to all manufacturers' instructions as per the manual. All Local and National required codes must be met.

The installer is responsible for ensuring the Appliance is operating as designed at the time of installation.

The original purchaser is responsible for the annual maintenance of the Appliance, as outlined in the owner's manual. As outlined below, the warranty may be voided due to problems caused by a lack of maintenance.

Purchased parts: Repair/replacement parts purchased by the consumer from FPI after the original coverage has expired on the Appliance will carry a **90-day** warranty from the purchase date, 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.

If freight damage has been found either externally or internally, the dealer must be informed within 3 days. All claims as a result of damage must be submitted by the dealer servicing the claim, including a copy of the Bill of Sale (proof of purchase). All claims must be complete and provide full details as requested by FPI to receive consideration for evaluation. **Incomplete claims may be rejected.**

As this is a Limited Lifetime Warranty, if the Appliance needs to be replaced, the Appliance that was purchased at the time of sale might not be replaced with exactly the same model Appliance. In that case, FPI will replace your Appliance with one that is similar at the time of replacement under the terms of this Limited Lifetime Warranty, but **ONLY** in the event that an item covered by the Limited Lifetime Warranty is found to be defective. Please refer to the table on first page of this warranty for items covered by the Limited Lifetime Warranty. Product changes might be the result of the original Appliance being discontinued, changes in regulatory requirements, product advancements, etc., which are beyond the control of FPI. **This Limited Lifetime Warranty does not cover any installation costs, or costs associated with changes of required clearances for the replacement Appliance, hearth pads, mantles, facing and/or facing materials such as framing, completed walls made of drywall, wood, non-combustible board, tile, brick, stone, marble etc., venting/chimney systems, or components of the chimney system.**

If a suitable replacement is not available, FPI will refund **50%** of the purchase price of the Appliance and any applicable FPI accessories (faceplates, brick panels, media, etc.) purchased at the time of sale. **In no event will FPI refund any portion of the purchase price of, or reimburse costs associated with, any other items, including without limitation, installation of a new unit, changes of required clearances for a new unit, hearth pads, mantles, facing and/or facing materials such as framing, completed walls made of drywall, wood, non-combustible board, tile, brick, stone, marble etc., venting/chimney systems, or components of the chimney system. A copy of the receipt or bill of sale will be necessary to validate the purchase price.**

#### **Exclusions:**

This Limited Lifetime Warranty does not extend to paint, rust or corrosion of any kind due to a lack of maintenance or improper venting, combustion air provision, corrosive chemicals (i.e. chlorine, salt, air, etc.), firebrick (rear, sides or bottom), door or glass gasketing, vermiculite floor bricks, andiron assemblies/flue damper rod or any other additional factory fitted gasketing, batteries.

Malfunction, damage or performance-based issues as a result of environmental conditions, location, chemical damages, downdrafts, installation error, an installation by an unqualified installer, incorrect chimney components (including but not limited to cap size or type), operator error, abuse, misuse, use of improper fuels (such as unseasoned cordwood, mill-ends, construction lumber or debris, off-cuts, treated or painted lumber, metal or foil, plastics, garbage, solvents, cardboard, coal or coal products, oil-based products, waxed cartons, compressed pre-manufactured logs, kiln dried wood), lack of regular maintenance and upkeep, acts of God, weather-related problems from hurricanes, tornados, earthquakes, floods, lightning strikes/bolts or acts of terrorism or war, which result in a malfunction of the Appliance are not covered under the terms of this Limited Lifetime Warranty.

FPI has no obligation to enhance or modify any Appliance once manufactured (i.e. as products evolve, field modifications or upgrades will not be performed on existing Appliances).

Any Appliance showing signs of neglect or misuse will not be covered under the terms of this warranty policy and may void this warranty, including Appliances with rusted or corroded fireboxes that have not been reported as rusted or corroded within **three (3)** months of installation/purchase.

Appliances which show evidence of being operated while damaged, or with problems known to the purchaser and causing further damages will void this warranty.

Appliances where the serial no. has been altered, deleted, removed or made illegible will void this warranty.

Minor movement, expansion and contraction of the steel is normal and is not covered under the terms of this warranty.

Freight damages for products or parts are not covered under the terms of the warranty.

Products made or provided by other manufacturers and used in conjunction with the FPI Appliance without prior authorization from FPI may void this warranty.

**Limitations of Liability:**

The original purchaser’s exclusive remedy under this warranty, and FPI’s sole obligation under this Limited Lifetime Warranty, express or implied, in contract or in tort, shall be limited to replacement, repair, or refund, as outlined above. IN NO EVENT WILL FPI BE LIABLE UNDER THIS WARRANTY FOR ANY INCIDENTAL OR CONSEQUENTIAL COMMERCIAL DAMAGES OR DAMAGES TO PROPERTY. TO THE EXTENT PERMITTED BY APPLICABLE LAW, FPI MAKES NO EXPRESS WARRANTIES OTHER THAN THE WARRANTY SPECIFIED HEREIN. THE DURATION OF ANY IMPLIED WARRANTY IS LIMITED TO DURATION OF THE EXPRESSED WARRANTY SPECIFIED ABOVE. IF IMPLIED WARRANTIES CANNOT BE DISCLAIMED, THEN SUCH WARRANTIES ARE LIMITED IN DURATION TO THE DURATION OF THIS WARRANTY.

Some US states do not allow limitations on how long an implied warranty lasts, or allow exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

Customers located outside the US should consult their local, provincial or national legal codes for additional terms, which may be applicable to this warranty.

**How to Obtain Warranty Service:**

Customers should contact the authorized selling dealer to obtain warranty service. In the event the authorized selling dealer is unable to provide warranty service, please contact FPI by mail at the address listed below. Please include a brief description of the problem and your address, email and telephone contact information. A representative will contact you to make arrangements for an inspection and/or warranty service.

Canadian Warrantor:

**FPI Fireplace Products International Ltd.**  
6988 Venture St.  
Delta, British  
Columbia Canada,  
V4G 1H4

US Warrantor:

**Fireplace Products U.S., Inc.**  
PO Box 2189 PMB 125  
Blaine, WA  
United States, 98231

Or contact the Regency Customer Care Centre at 1-800-442-7432 (phone) /604-946-4349 (fax) /customerservice@regency-fire.com (e-mail)

**Product Registration and Customer Support:**

Thank you for choosing a Regency Fireplace. Regency strives to be a world leader in the design, manufacture, and marketing of hearth products. To provide the best support for your product, we request that you complete a product registration form at <http://www.regency-fire.com/Customer-Care/Warranty-Registration.aspx> within **ninety (90)** days of purchase.

# Warranty Registration Card



## Product Registration and Customer Support:

Thank you for choosing a Regency Fireplace. Regency strives to be a world leader in the design, manufacture, and marketing of hearth products. To provide the best support for your product, we request that you complete a product registration form found on our Web Site under Customer Care within ninety (90) days of purchase.

For purchases made in **CANADA or the UNITED STATES:**

<http://www.regency-fire.com/Customer-Care/Warranty-Registration.aspx>

For purchases made in AUSTRALIA:

<http://www.regency-fire.com.au/Customer-Care/Warranty-Registration.aspx>

You may also complete the warranty registration form below to register your Regency Fireplace Product and mail and/or fax it back to us, and we will register the warranty for you. It is important you provide us with all the information below in order for us to serve you better.

## Warranty Registration Form (or Register online immediately at the above Web Site):

<b>Warranty Details</b>	
Serial Number (required):	
Purchase Date (required) (mm/dd/yyyy):	
<b>Product Details</b>	
Product Model (required):	
<b>Dealer Details</b>	
Dealer Name (required):	
Dealer Address:	
Dealer Phone #:	
Installer:	
Date Installed (mm/dd/yyyy):	
<b>Your Contact Details (required)</b>	
Name:	
Address:	
Phone:	
Email:	

For purchases made in CANADA:

### FPI Fireplace Products International Ltd.

6988 Venture St.  
Delta, British Columbia  
Canada, V4G 1H4

Phone: 604-946-5155  
Fax: 1-866-393-2806

For purchases made in the UNITED STATES:

### Fireplace Products US, Inc.

PO Box 2189 PMB 125  
Blaine, WA  
United States, 98231

Phone: 604-946-5155  
Fax: 1-866-393-2806

For purchases made in AUSTRALIA:

### Fireplace Products Australia Pty Ltd

99 Colemans Road  
Dandenong South, Vic.  
Australia, 3175

Phone: +61 3 9799 7277  
Fax: +61 3 9799 7822

For fireplace care and tips and answers to most common questions please visit our Customer Care section on our Web Site. Please feel free to contact your selling dealer if you have any questions about your Regency product.

## CATALYTIC COMBUSTOR PARTS ONLY WARRANTY COVERAGE

### IMPORTANT WARRANTY INFORMATION FOR CATALYTIC COMBUSTOR

**Effective March 1, 2019**

Any and all claims for catalytic combustor must be filed **by the consumer** directly with their authorized Regency Dealer. FPI/Regency does not handle these claims directly with consumers.

Please follow the instructions below for your catalytic combustor under warranty. To learn more about the care and maintenance or the catalytic combustor, please visit our website: [www.firecatcombustors.com](http://www.firecatcombustors.com).

Any warranty coverage before this date will be covered by the original warranty when the appliance was purchased.

- (1) **10-year** coverage from Regency – not the supplier of the catalytic combustor.
- (2) All claims must be made through the dealer where the appliance had been purchased.
- (3) One no-charge replacement at any time within the **ten (10) year** period.
- (4) Second replacement at 50% off retail\* within the original **ten (10) years**.
- (5) Subsequent replacements or if **ten (10)-year** coverage has expired at full retail\* price.
- (6) The catalytic combustor must not have been mechanically abused, nor must the wrong fuels have been used in the appliance.
- (7) All claims must be accompanied by clear photos of the catalytic combustor showing all damage and also showing existing internal venting from the stove.

The consumer will be responsible for removal of the catalyst and any servicing required as there is no labour allowance. This warranty is REGENCY<sup>®</sup> exclusive warranty and REGENCY<sup>®</sup> disclaims any other express or implied warranty for the catalytic combustor, including any warranty or merchantability of fitness for a particular use.

THE CATALYTIC COMBUSTOR WARRANTY APPLIES TO PARTS ONLY, THERE IS NO LABOR WARRANTY ASSOCIATED WITH THE CATALYTIC COMBUSTOR.

All warranty claims must be sent to: Regency Fireplace Products

By Authorized Regency Dealer

\* Prices subject to change.

Regency reserves the right to reject any claim if it is determined the damage is a result of misuse, abuse or improper cleaning/ handling.



# recycling

## **PRODUCT LIFE CYCLE:**

By recycling your used appliances, you divert waste from your local landfills and help the environment. You also reduce the need for raw materials to manufacture new products. Contact your local municipality for appliance recycling services, local recycling programs, or appliance removal services to ensure your Regency appliance components, and packaging are properly recycled.



*Installer: Please complete the following information*

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

\_\_\_\_\_

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

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

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

**Serial #:** \_\_\_\_\_