



# Hampton™ Hi2450-2 Wood Fireplace Insert

## Owners & Installation Manual



[www.regency-fire.com](http://www.regency-fire.com)

MODEL: Hi2450-2

Tested & listed by:



0219WN034S

**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 crib wood." Tested to Method 28R, E2780-10, E2515-11. Model Regency Hi2450-2: 1.6 g/hr.**

"This manual describes the installation and operation of the Regency Hi2450-2 wood heater. This heater meets the 2020 U.S. Environmental Protection Agency's crib wood emission limits for wood heaters. Under specific test conditions this heater has been shown to deliver heat at rates ranging from 12,900 Btu/hr to 30,000 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. "

It is against federal regulation to operate this wood heater in a manner inconsistent with operating instructions in this manual, or if elements are 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 HEATER.**

"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  
Bio Bricks
- 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.**

**ULC628-2022 - Canada**

This fireplace insert must be installed with a continuous chimney liner of 5.5 or 6 inch diameter extending from the fireplace insert to the top of the chimney. The chimney liner must conform to the class 3 requirements of CAN/ULS-S635 Standard for lining systems for existing Masonry or factory built chimneys and vents or to the requirements of CAN/ULC-S640, Standard for lining systems for new masonry chimneys.

**UL1482-2022 - U.S.A**

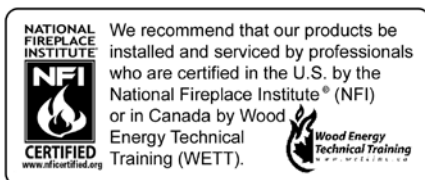
A chimney complying with the requirement for type HT chimneys in the standard for chimneys, factory built residential and building heating appliance UL103 or a code approved masonry chimney liner with a flue liner.

This fireplace insert must be installed with a continuous chimney liner of 5.5 or 6 inch diameter extending from the fireplace insert to the top of the chimney.

When this room heater is not properly installed, a house fire may result. To reduce the risk of fire follow the installation instructions. Contact local building or fire official as about restrictions and installation requirements in your area.

Hi2450-2 is certified to CAN/ULC 628:2022 and UL 1482-2022.

**SAVE THESE INSTRUCTIONS**



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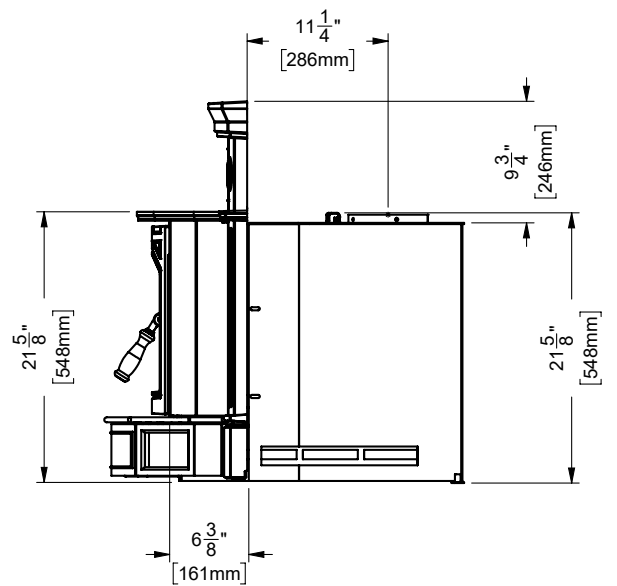
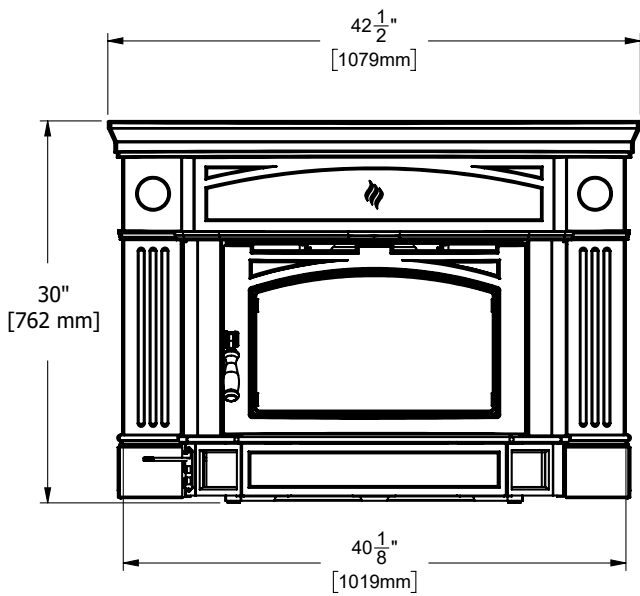
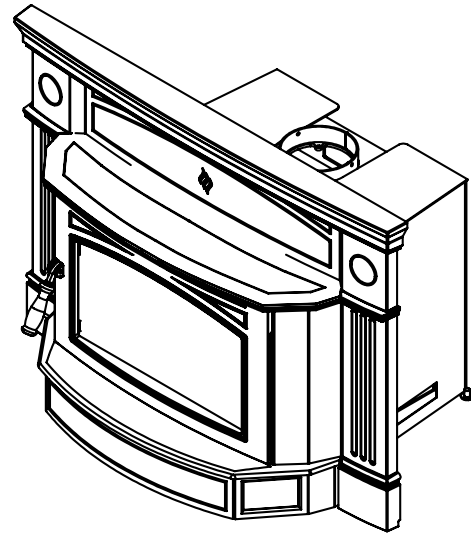
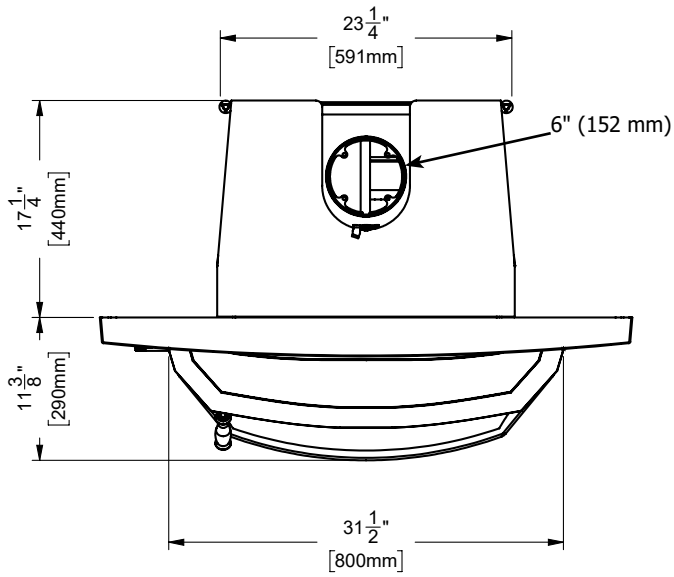
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**CAUTION:** To avoid burns or wood splinters, when opening/closing the fuel door or adding wood to the fire, You should always wear appropriate protective gloves to protect your hands from the heat being emitted from this fireplace.



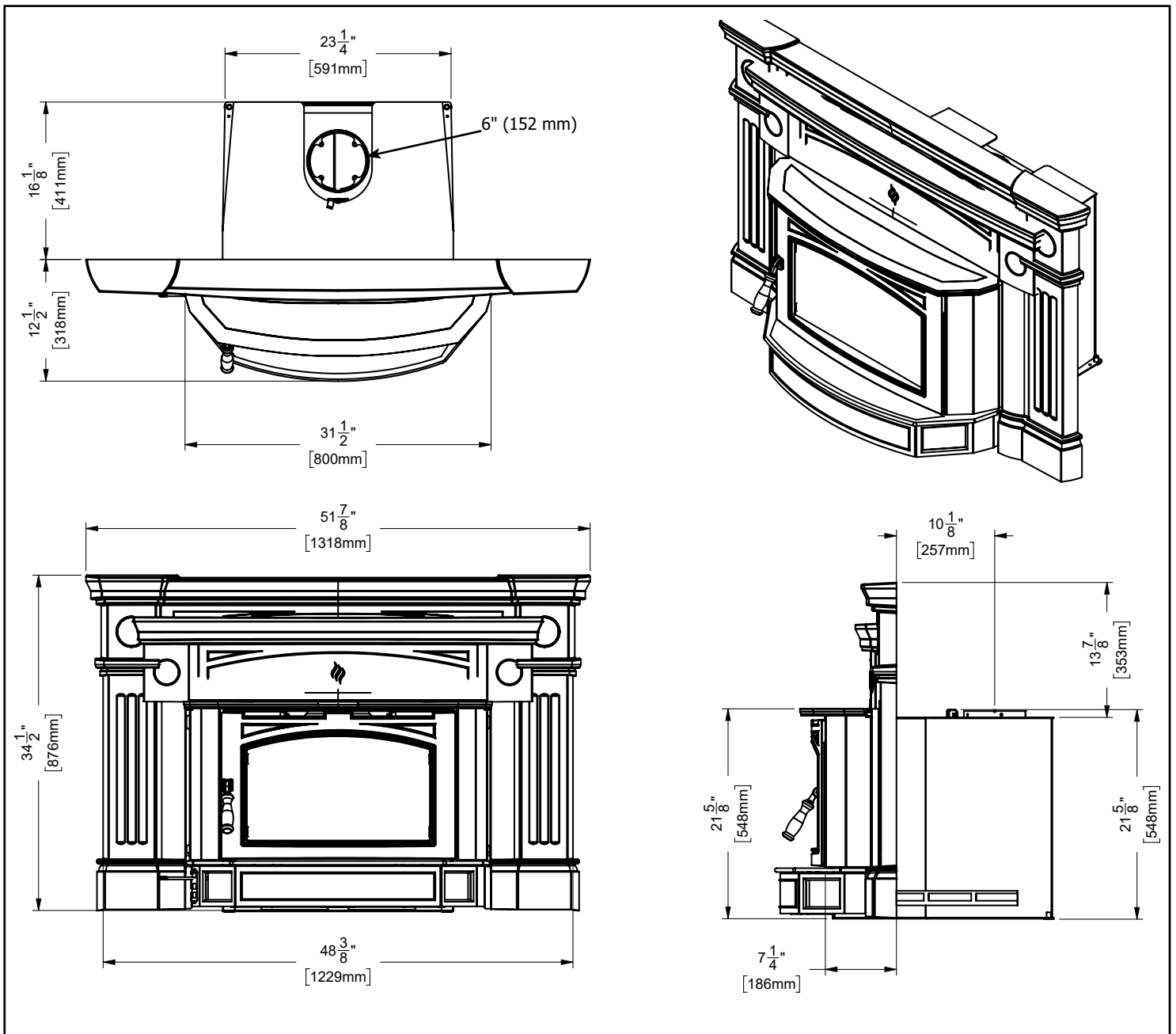
Dimensions with Regular Faceplate



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

## 6 | dimensions

### Dimensions with Oversize Faceplate



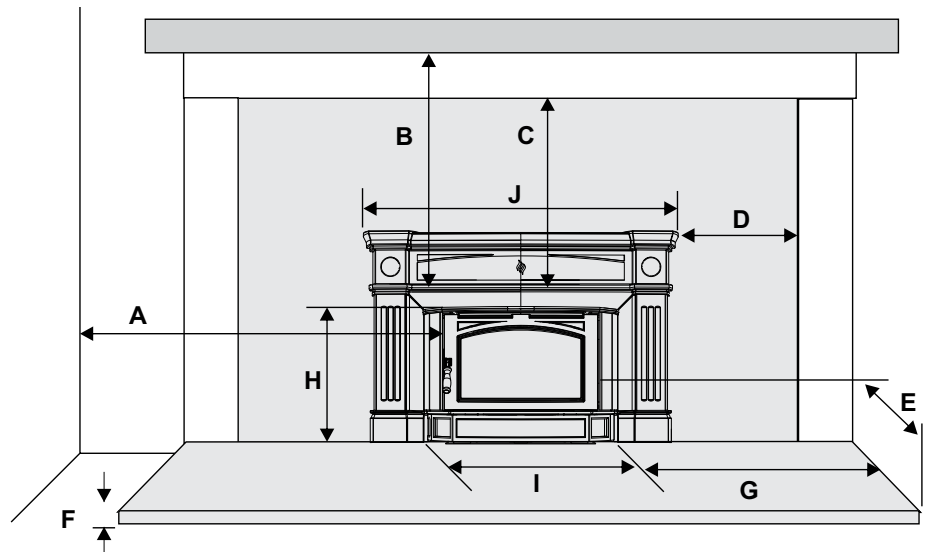
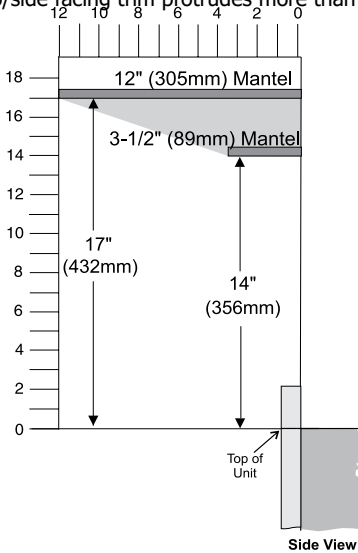
## Masonry Fireplace Clearances

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

Unit Hi2450-2	Adjacent Side Wall (to Side) <b>A</b>	Mantle ** (to Top of Unit) <b>B</b>	Top Facing (to Top of Unit) <b>C</b>	Side Facing <b>D</b>	Minimum Hearth Extension* <b>E</b>	Minimum Hearth Thickness <b>F</b>	Minimum Hearth Side Extension* <b>G</b>	To Top of Unit (Reference Dimension Only) <b>H</b>	From Side of Unit (Reference Dimension Only) <b>I</b>	Faceplate Width (Reference Only) <b>J</b>
	12" (305 mm)	14" (356 mm) for 3-1/2" (89 mm) mantel 17" (432 mm) for 12" (305 mm) mantel	14" (356 mm)	1/2" (13 mm) to side surround/faceplate	16" (406 mm) USA 18" (457 mm) Canada	1/2" (13 mm)	8" (203 mm)	21-5/8" (548 mm)	31-1/2" (800 mm)	Regular Faceplate 42-1/2" (1079 mm) Oversize Faceplate 51-7/8" (1318 mm)

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

If top/side facing trim protrudes more than 1-1/2"(38 mm) follow mantle (B)\*\* & adjacent side wall (A) for proper clearances.



Clearance Diagram for Installations

**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:** 21-1/2" (546 mm)
- Width:** 25" (635 mm)
- Depth:** 17" (432 mm)

Two faceplates are available to seal the fireplace opening:

- |  |   |
|--|---|
| <b>Standard</b><br>40" W x 30" H<br>(1016 mm W x 762 mm H) | <b>Oversize</b><br>48" W x 34-9/16" H<br>(1219 mm W x 878 mm H) |
| 42-1/2" W x 30" H<br>(1080 mm W x 762 mm H)                | 51-7/8" W x 34-9/16" H<br>(1318 mm W x 878 mm H)                |

### \*Floor Protection

Floor thermal insulation/protection Type 2 with a R value of 1.4 is required if the unit is raised 0 - 2-1/2" (0-64 mm) (measured from the bottom of the appliance).

Thermal floor protection (Type 1) is not required when unit is raised greater than 2-1/2" (64 mm) (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" (406 mm) for US and 18" (457 mm) for Canada—measured from the fuel loading door opening.

**G measurement (minimum hearth extension) is taken from the side of the unit for both U.S.A/Canada.**

## How to Determine if Alternate Floor Protection Materials are Acceptable

All floor protection must be noncombustible (i.e. metals, brick, stone, mineral fiber boards, concrete board etc.). The noncombustible floor protection specified includes some form of thermal designation such as R-value (thermal resistance) or k-factor (thermal conductivity).

### Thermal Resistance: R Value

The R value is a measure of a material's resistance to heat transfer. R value is convenient when more than one material is used since you can add the R values together, whereas you cannot do this for k value. The HIGHER the R factor means less heat is being conducted through the non-combustible material to the combustible material beneath it. The R value of a material must be equal or larger than the required R value to be acceptable.

Example : The specified floor protector should be 3/8" (18mm) thick material with a K - factor of 0.84. The proposed alternative is 4" (100mm) brick with a C-factor of 1.25 over 1/8" (3mm) mineral board with a K-factor of 0.29.

#### Step (a):

Use formula above to convert specification to R-value.

$$R = 1/k \times T = 1/0.84 \times .75 = 0.893.$$

#### Step (b):

Calculate R of proposed system.

4" brick of C = 1.25, therefore

$$R_{\text{brick}} = 1/C = 1/1.25 = 0.80$$

1/8" mineral board of k = 0.29, therefore

$$R_{\text{min.bd.}} = 1/0.29 \times 0.125 = 0.431$$

$$\text{Total R} = R_{\text{brick}} + R_{\text{mineral board}} = 0.8 + 0.431 = 1.231.$$

#### Step (c):

Compare proposed system R of 1.231 to specified

R of 0.893. Since proposed system R is greater than required, the system is acceptable.

### DEFINITIONS

Thermal Conductance:

$$C = \text{Btu} = W$$

$$(\text{hr})(\text{ft}^2)(\text{oF})(\text{m}^2)(\text{K})$$

Thermal Conductivity:

$$k = (\text{Btu})(\text{inch}) = W = \text{Btu}$$

$$(\text{hr})(\text{ft}^3)(\text{oF})(\text{m})(\text{K})(\text{hr})(\text{ft})(\text{oF})$$

Thermal Resistance:

$$R = (\text{ft}^2)(\text{hr})(\text{oF}) = (\text{m}^2)(\text{K})\text{Btu}$$



## Installation into a Masonry Fireplace

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

It is important that you read this manual thoroughly and fully understand the safe installation and operating procedures. 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.

**WARNING: The room heater shall not be installed in a factory-built fireplace.**

## Before Installing Your Insert

1. Please read this entire manual before you install and use your new wood insert. Failure to follow instructions may result in property damage, bodily injury or even death. 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 or hearth heater.
4. Your fireplace insert is heavy and requires two or more people to move it safely. The insert 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 system 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.

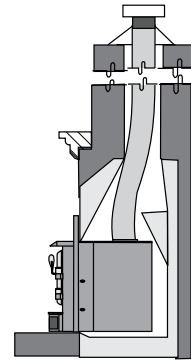
Regency Inserts are designed to use either a 5-1/2" (140 mm) or 6" (152 mm) flue.

**ULC628-2022 - Canada**  
**This fireplace insert must be installed with a continuous chimney liner liner of 5-1/2 or 6 inch diameter extending from the fireplace insert to the top of the chimney.**  
**The chimney liner must conform to the class 3 requirements of CAN/ULS-S635 Standard for lining systems for existing Masonry or factory built chimneys and vents or to the requirements of CAN/ ULC-S640, Standard for lining systems for new masonry chimneys.**

**UL1482-2022 - U.S.A**  
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**This fireplace insert must be installed with a continuous chimney liner liner of 5.5 or 6 inch diameter extending from the fireplace insert to the top of the chimney.**  
**When this room heater is not properly installed, a house fire may result. To reduce the risk of fire follow the installation instructions. Contact local building or fire official as about restrictions and installation requirements in your area.**

## 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.



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

The Straight Flue Adaptor (Part #846-504), may be used to produce a secure connection between your flue connector and the insert collar. Detailed installation instructions are included with the kit.

948-412/P 6" Flue Offset Adapter (Offsets back 4")

**NOTE**  
Note: If the fireplace has been modified to accommodate a fireplace liner, the installer is to attach the metal tag to the fireplace using screws or nails, in a location readily visible should the fireplace insert be removed. A metal tag is supplied with this wood insert.

**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.

**STOP! PLEASE READ CAREFULLY.  
CAST COMPONENTS ARE VERY FRAGILE.  
USE EXTREME CARE WHEN HANDLING.**

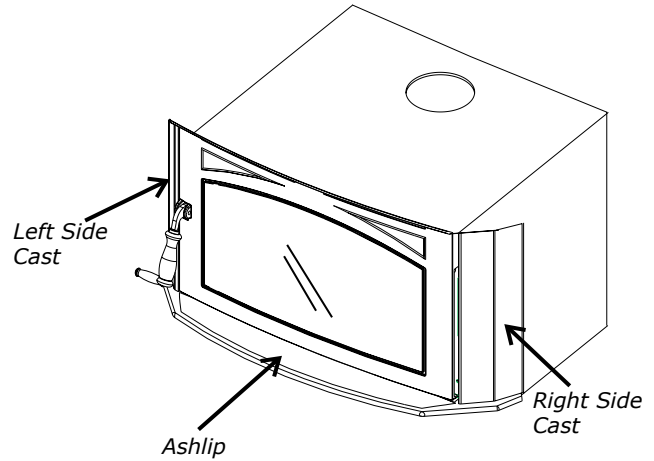
**WARNING**  
**DO NOT LIFT OR PUSH THE UNIT FROM THE  
ASHLIP, LEFT SIDE CAST or RIGHT SIDE CAST.  
THE CASTING WILL CHIP OR BREAK.**

### Installing Your Insert

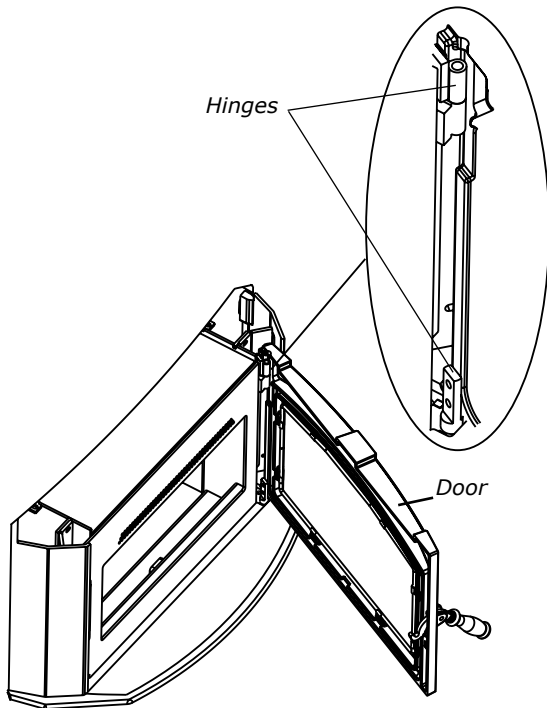
Your insert is very heavy and will require two or three people to move it into position.

1. Remove the door to make the insert easier to handle. To remove the Door, open fully and lift it up off its hinges.

Refer to the Door Removal section for an important note on installation.



**DO NOT LIFT UNIT FROM THESE PARTS.**



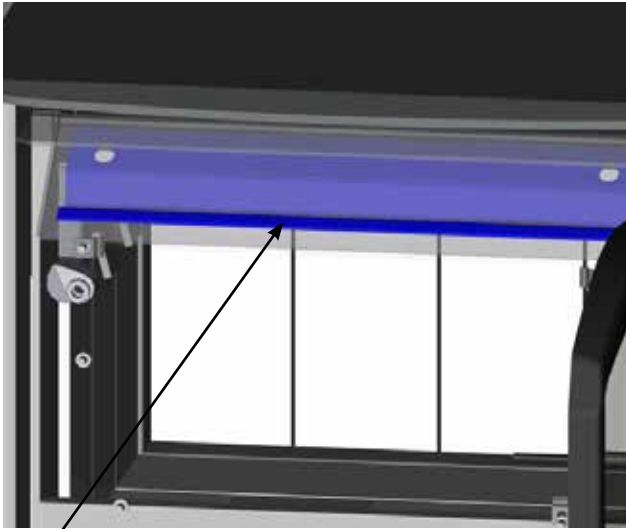
2. **NOTE:** For Masonry installation make sure that the firebox is level with the hearth using non-combustible materials and no more than 1/2 to 1 inch of the levelling bolt.
3. Lift the unit up onto the Hearth and slide into the fireplace opening. Be sure to leave the unit out at least 3 to 4 inches in order to make the necessary flue connections and to install the faceplate.

**Be sure to protect your hearth extension during the installation, ie. with a heavy blanket.**

## Stainless Steel Smoke Deflector Installation

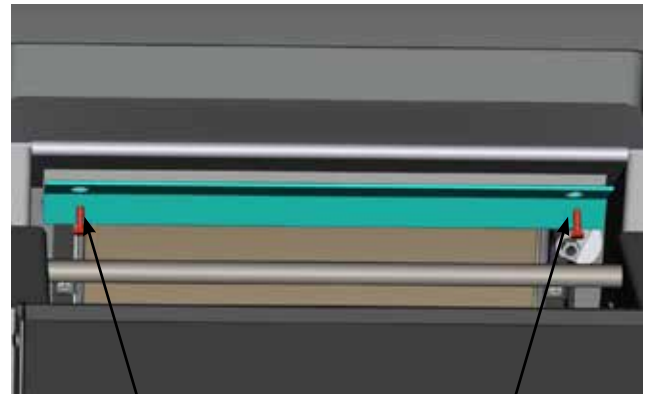
The stainless steel smoke deflector is located in the upper front area of the firebox. The deflector is held in place with 2 bolts. Prior to the first fire, ensure deflector is seated properly and secured with 2 hand tightened bolts.

**IMPORTANT:** There will also be a Vermiculite baffle on top of the stainless steel smoke deflector. Take care when removing the stainless steel smoke deflector as this vermiculite baffle is not visible.



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.

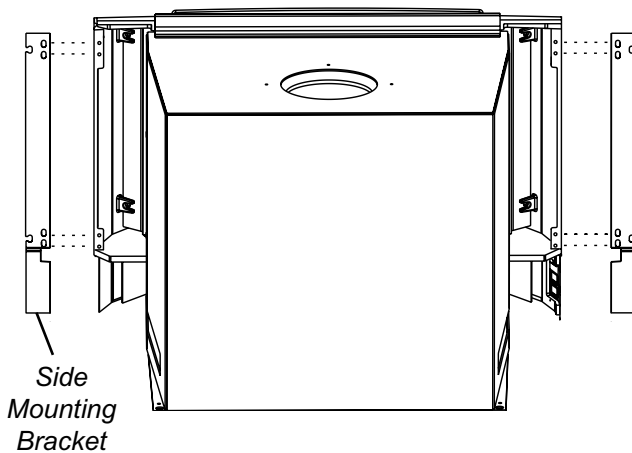


Ensure deflector is seated so bolts are situated at the top of the keyhole before tightening.

**Standard Cast Faceplate Installation**

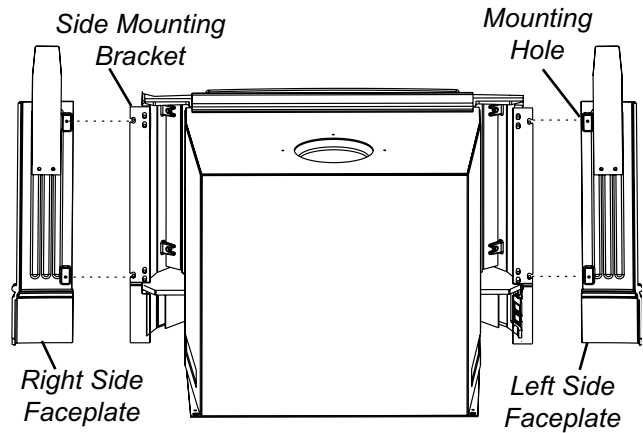
FACEPLATE CONTENTS LIST	
Qty	Description
1	Left Side Faceplate
1	Right Side Faceplate
1	Top Faceplate
2	Side Mounting Brackets
4	1/4" - 20 x 1/2" Hex Head Bolts
4	1/4" Lock Washers
4	1/4" Flat Washers
2	47" Insulations

- 1) Secure the Side Mounting Brackets (packaged with Faceplate) to the left and right side of the firebox using 4 bolts per mounting bracket as shown in the diagram below.



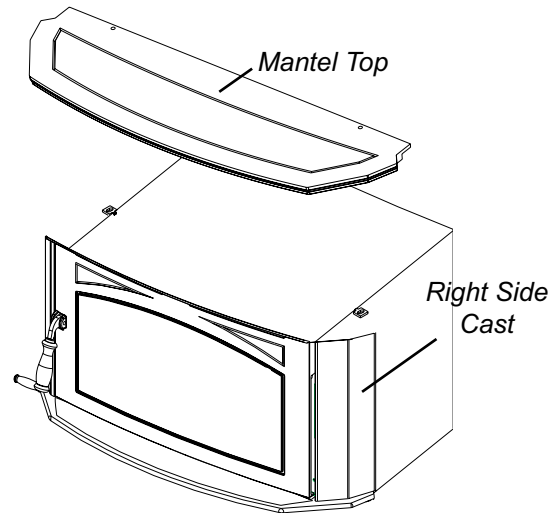
**Backside of Unit Shown.**

- 2) Secure the Left and Right Side Faceplate to the firebox by aligning the Mounting Holes with the Side Mounting Brackets taking care to align vertically while each side rests on the hearth. Secure using 1 bolt per bracket.



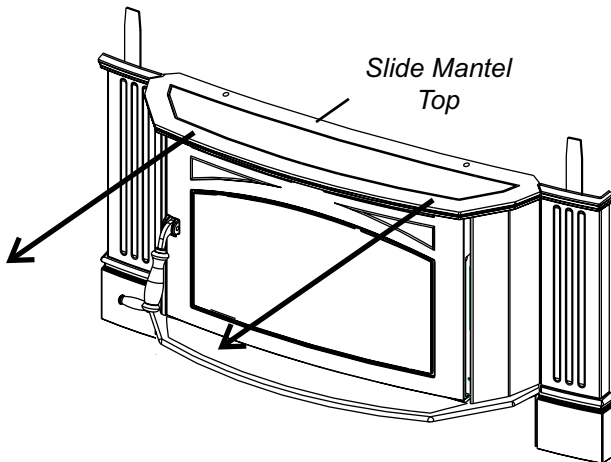
**Backside of Unit & Faceplate Shown.**

- 3) Place Mantel Top onto the top of the firebox.



With the Mantel Top in place check to make sure there is no gap between the nut retainer and the underside cast of the Mantel Top. If there is a gap present you will need to lower that side cast by loosening 2 bolts, see step 6 for bolt location (check to see if level).

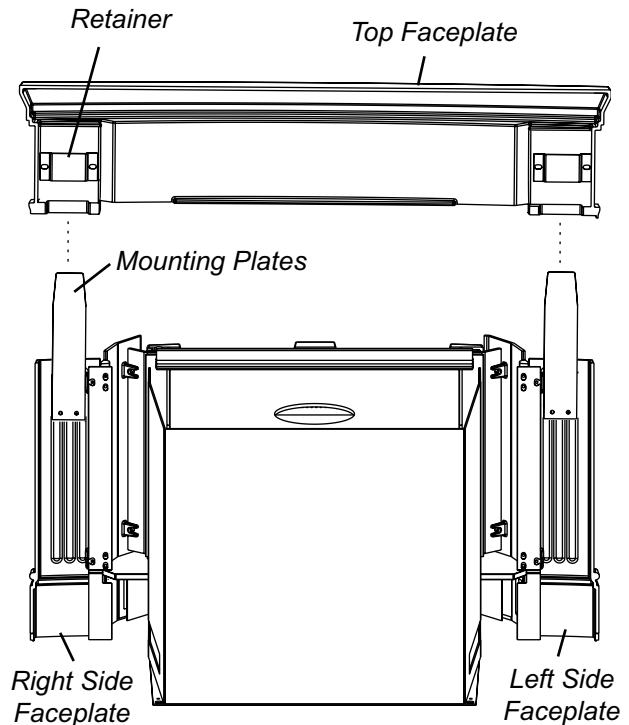
- 4) Slowly slide the Mantel Top forward until it stops.



- 5) Mount the Top Faceplate by carefully sliding the Mounting Plates on the Left and Right Side Faceplate thru the Retainers in the Top Faceplate.

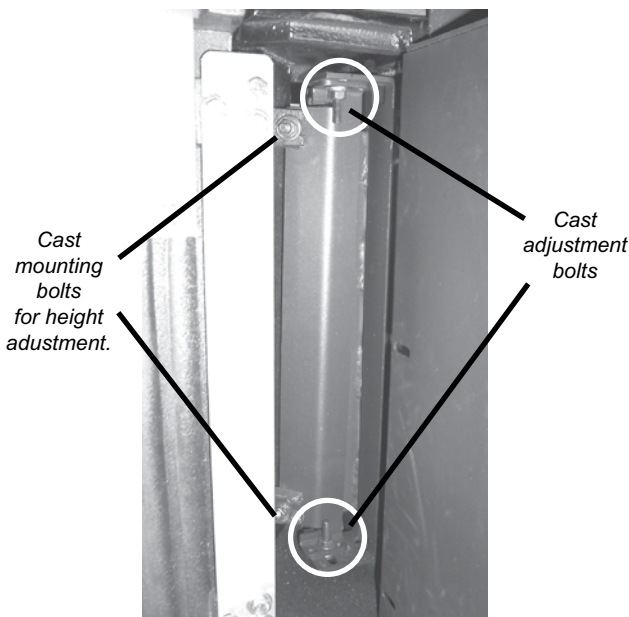
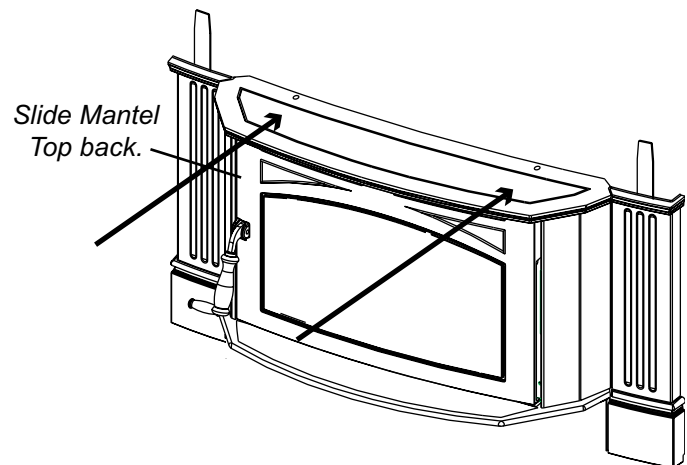
**NOTE:** Slowly lower the Top Faceplate into position; being careful not to damage the Mantel Top.

- 6) If unable to align side faceplate to unit and top faceplate further adjustments need to be made, **complete one side at a time**. Loosen all bolts on brackets (6 per side). Loosen top and bottom bolts (Shown below). Adjust left or right side cast plates to allow further adjustment on faceplate. Once aligned, hold side surround in place and tighten all bolts. If side cast height needs adjusting, loosen 2 bolts holding cast bracket and adjust up or down.



**Backside of Unit & Faceplate Shown.**

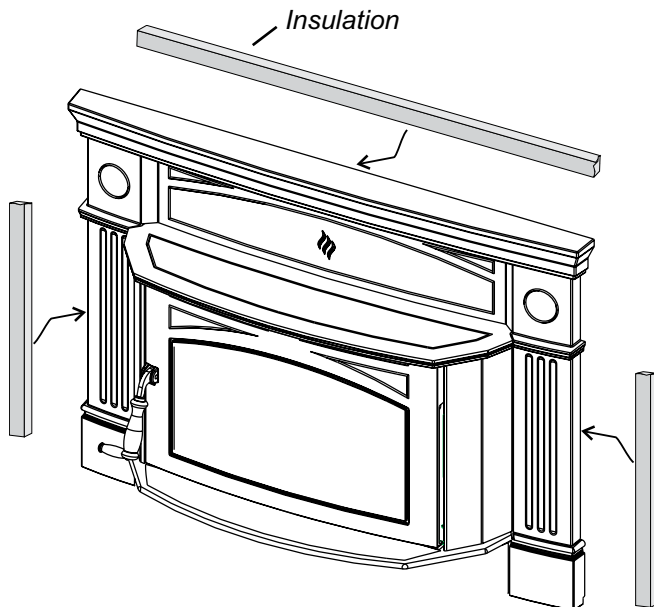
- 7) Carefully slide the Mantel Top back into position.



See Step 3 to identify side casts.  
See next page for recommended measurements.

8) Location of Insulation:

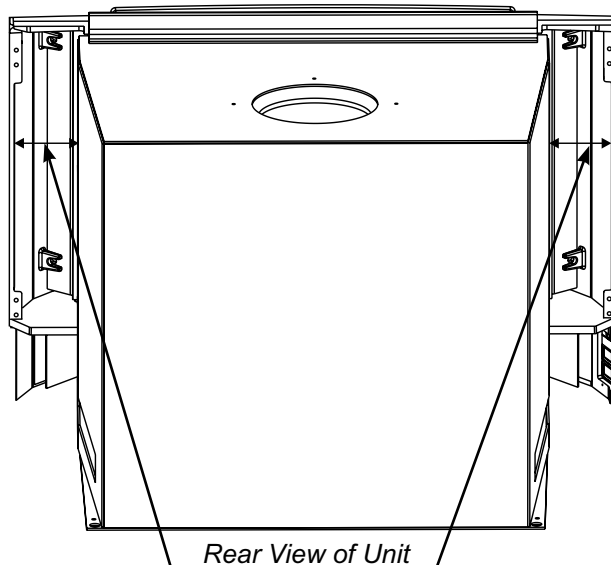
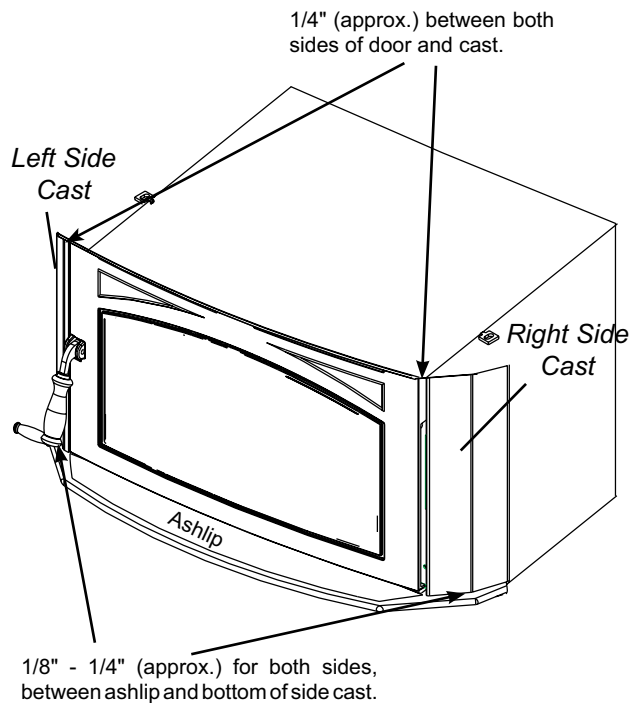
- a) Place 1 piece of Insulation behind the Mantel Top.
- b) Cut the second piece of Insulation in half, then install behind both the Left and Right Sides as shown.



- 9) The unit may now carefully be slid into final position.

**RECOMMENDED MEASUREMENTS FOR SETTING SIDE CASTS**

**Stop! Read Carefully.**  
**Enamel & Cast components are very fragile.**  
**Use extreme care when handling.**



4-1/2" - 4-3/4" both sides rear inside edge to firebox.

**Important:** Verify gap between cast and door did not change when rear adjustments have been made. Carefully open door slowly, to ensure that the door does not rub against cast sides.

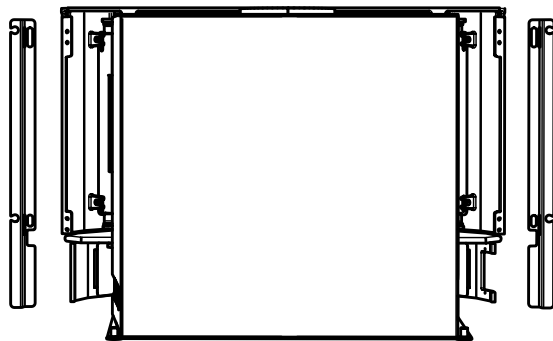
\* These are just recommended measurements.

**Oversize Cast Faceplate Installation**

**Stop! Read Carefully.**  
**Enamel & Cast components are very fragile. Use extreme care when handling.**

FACEPLATE CONTENTS LIST	
Qty	Description
1	Left Side Faceplate
1	Right Side Faceplate
1	Top Faceplate
2	Side Mounting Brackets
2	1/4" - 20 x Hex Nuts
2	1/4" - 20 x 1" Hex Head Bolts
2	1/4" Flat Washers
2	47" Insulations
1	8 mm gasket

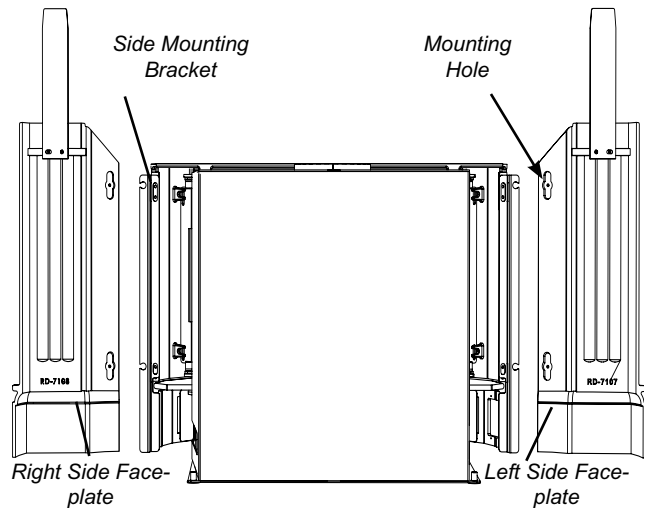
- 1) Secure the Side Mounting Brackets (packaged with Faceplate) to the left and right side of the firebox using 2 bolts per mounting bracket as shown in the diagram below. Bolts are pre-installed on unit. Leave bolts loose until final adjustment is made.



Side Mounting Bracket

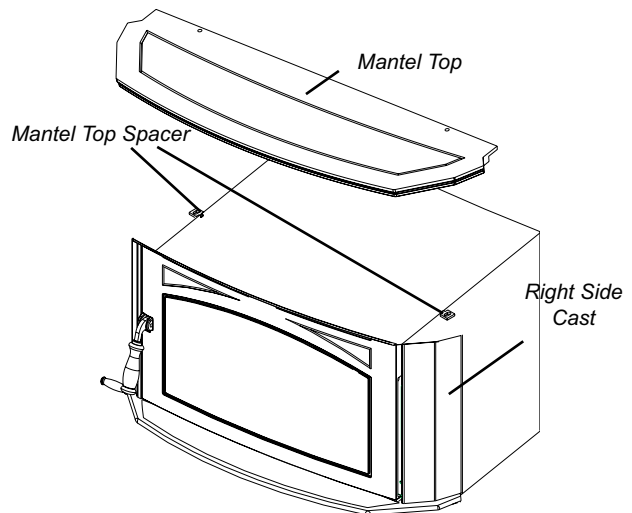
**Backside of Unit Shown.**

- 2) Secure the Left and Right Side Faceplate to the firebox by aligning the Mounting Holes with the Side Mounting Brackets taking care to align vertically while each side rests on the hearth. Secure using 2 bolts per bracket.



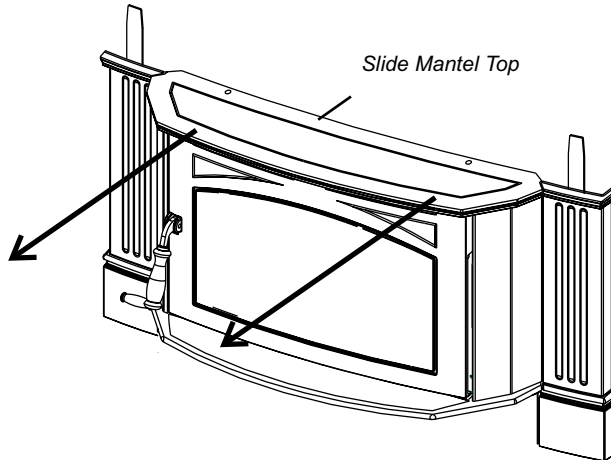
**Backside of Unit & Faceplate Shown.**

- 3) Place 1/4" x 1" Hex head bolt with 2 washers in Mantel Top Spacer locations shown below.
- 4) Place Mantel Top onto the top of the firebox.



With the Mantel Top in place check to make sure there is no gap between the Mantel Top Spacer and the underside cast of the Mantel Top. If there is a gap present you will need to lower that side cast by loosening 2 bolts, see side cast adjustment section for bolt location (check to see if level).

5) Slowly slide the Mantel Top forward until it stops.

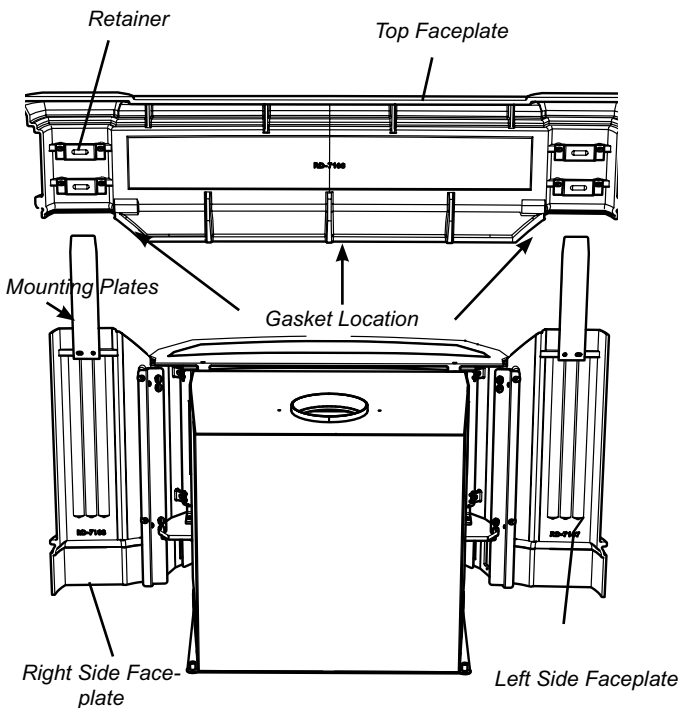


6) Place supplied gasket to bottom edge of top faceplate - continue gasket up each side at a 45° angle.

7) Mount the Top Faceplate by carefully sliding the Mounting Plates on the Left and Right Side Faceplate through the Retainers in the Top Faceplate.

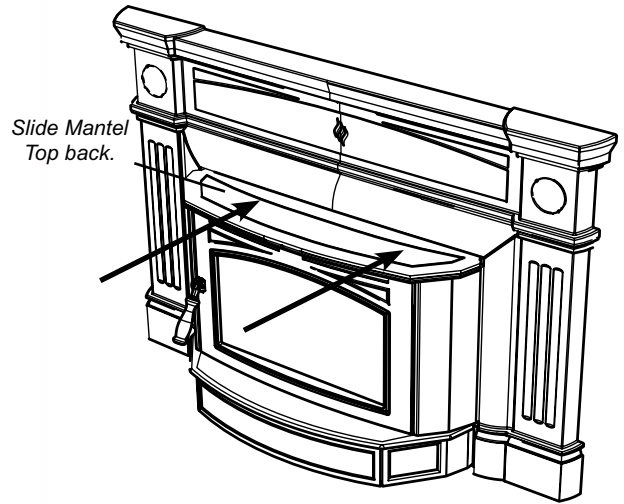
**NOTE:** Slowly lower the Top Faceplate into position; being careful not to damage the Mantel Top.

**NOTE:** Installing the top faceplate will require 2 people - it is heavy and awkward to handle.



**Backside of Unit & Faceplate Shown.**

8) Carefully slide the Mantel Top back into position.

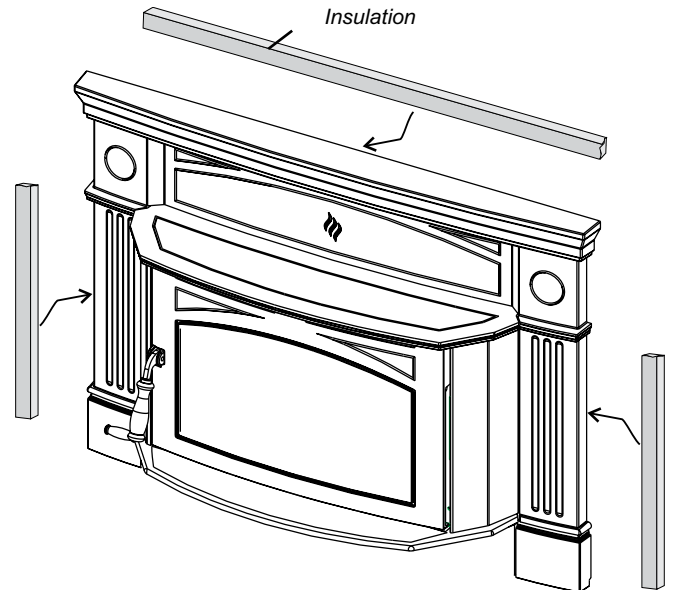


9) Adjust Left Side Faceplate and tighten bolts. Repeat step for Right Side Faceplate.

**10) Location of Insulation:**

a) Place 1 piece of Insulation behind the Mantel Top.

b) Cut the second piece of Insulation in half, then install behind both the Left and Right Sides as shown.

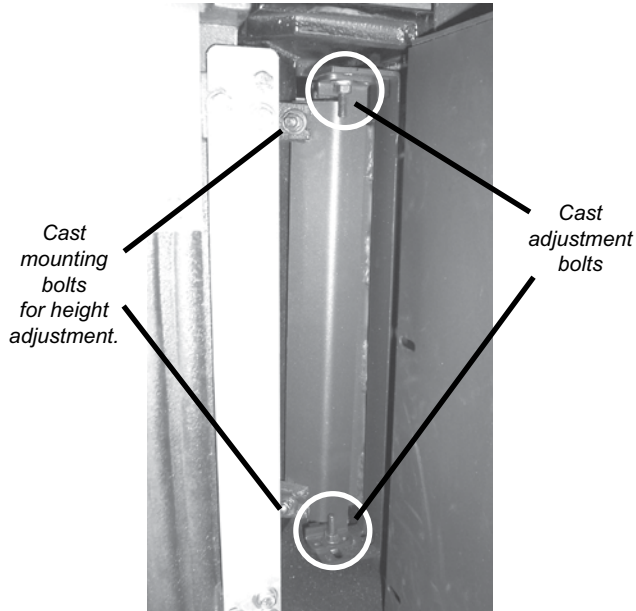


11) The unit may now carefully be slid into final position. See side cast adjustments if faceplate needs aligning.



## SIDE CAST ADJUSTMENTS

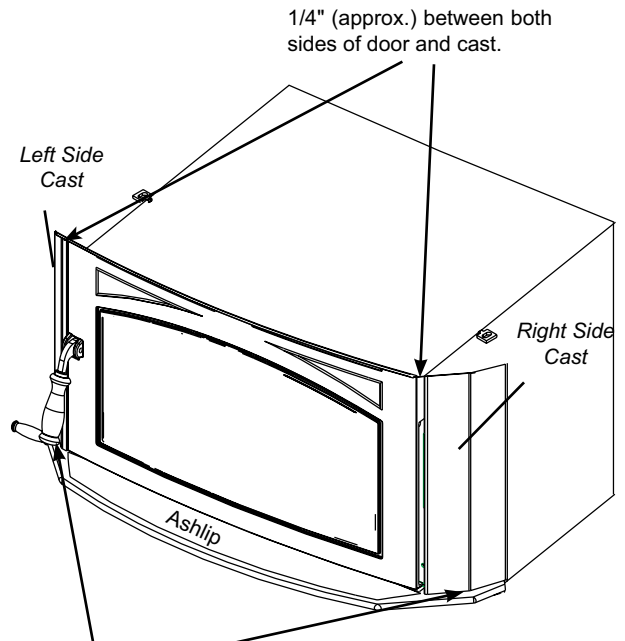
If unable to align side faceplate to unit and top faceplate further adjustments need to be made, **complete one side at a time**. Loosen all bolts on brackets (6 per side). Loosen top and bottom bolts (Shown below). Adjust left or right side cast plates to allow further adjustment on faceplate. Once aligned, hold side surround in place and tighten all bolts. If side cast height needs adjusting, loosen 2 bolts holding cast bracket and adjust up or down.



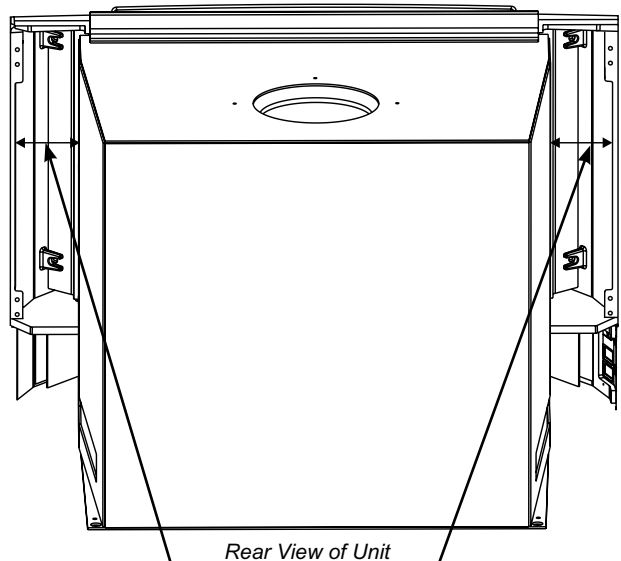
See Step 1 to identify side casts.  
See next section for recommended measurements.

## RECOMMENDED MEASUREMENTS FOR SETTING SIDE CASTS

**Stop! Read Carefully.**  
**Enamel & Cast components are very fragile.**  
**Use extreme care when handling.**



1/8" - 1/4" (approx.) for both sides, between ashlip and bottom of side cast.



4-1/2" - 4-3/4" both sides rear inside edge to firebox.

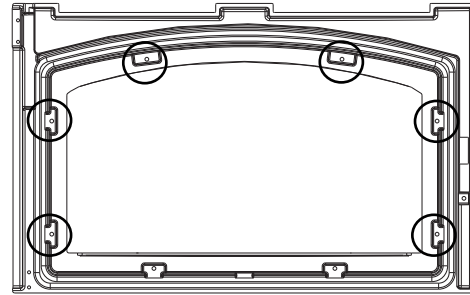
**Important:** Verify gap between cast and door did not change when rear adjustments have been made. Carefully open door slowly, to ensure that the door does not rub against cast sides.

\* These are just recommended measurements.

**Cast Grill Installation**

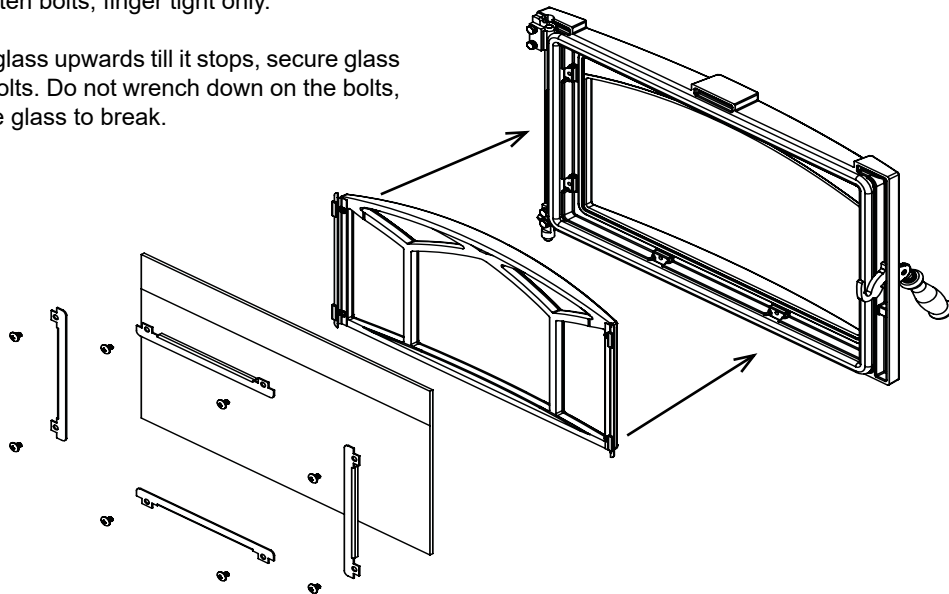
**GLASS REMOVAL TO INSTALL  
OPTIONAL DOOR CAST GRILL**

1. To remove the glass, loosen the two 7/16" bottom retainer bolts but do not remove.
2. Remove the sides and top retainer and bolts highlighted in the diagram and carefully remove glass, it will fall towards you at the top.
3. Place the grill in the door, make sure that the glass gasketing on the left and right bracket is facing you.
4. Carefully place the glass (black strip up) into the bottom retainer. Keeping it in place, re-install the sides and top retainer and bolts. Do not tighten bolts, finger tight only.
5. Lift the bottom of the glass upwards till it stops, secure glass retainer using the 8 bolts. Do not wrench down on the bolts, as this may cause the glass to break.



*Remove 6 - 7/16" Bolts*

**Avoid impact on glass doors such as striking or slamming shut.**



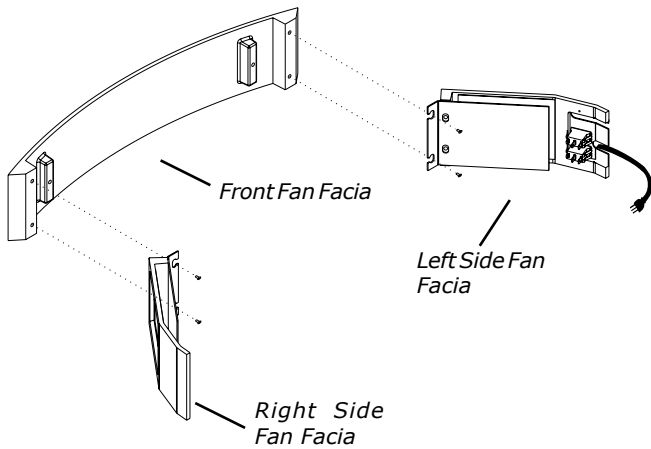
**Fan Installation**

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

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

Your fan should only be installed once the unit is in place in order to prevent any damage to the fan.

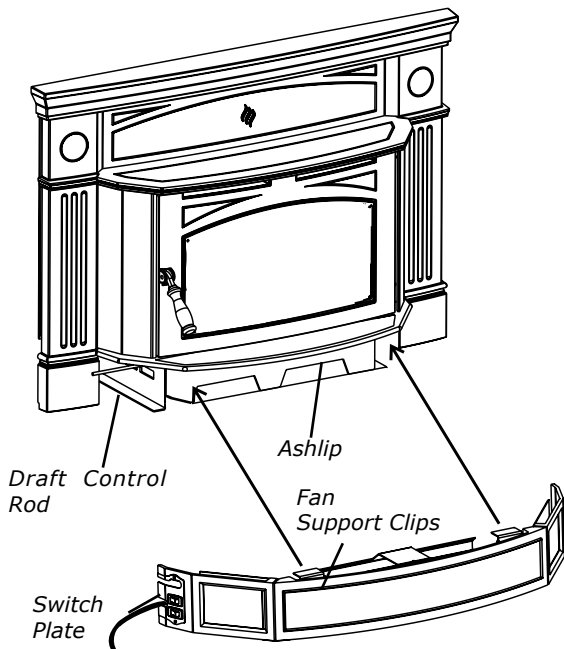
1. Attach the Left and Right Side Fan Facia to the Front Fan Facia by aligning the Side Facia screw slots with the hole locations in the Front Fan Facia and secure using 2 screws per side.



**Backside of Fan Facia shown**

2. Once the Fan Facia has been assembled carefully slide the Fan into position by centering the Fan below the Ashlip and align the Fan Support Clips with the Offset Clips under the Ashlip.

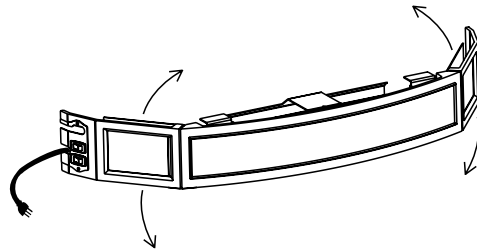
**Note:** The Draft Control Rod is to fit through the top opening in the Switch Plate.



**IMPORTANT**

Ensure that the Left and Right Side Fan Facia do not hit the sides of the Faceplate when sliding the Fan into position as the casting may chip.

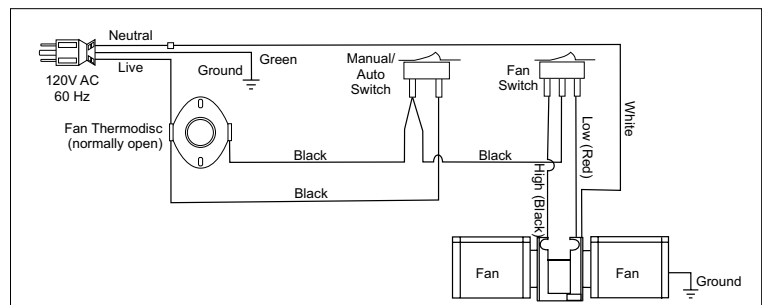
If the spacing between the Side Fan Facia and the Faceplate requires adjustment, the Side Fan Facia's can be slightly pushed in or pulled out to fit accordingly.



3. Ensure the power cord and all other wires will not come into contact with any hot stove surfaces.

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

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



*Blower/Fan Wiring Diagram*

**Power Outlet Conversion**

- 1) Remove the Phillips screw, located on the top of the fan housing, which attaches the fan deflector to the main fan body.



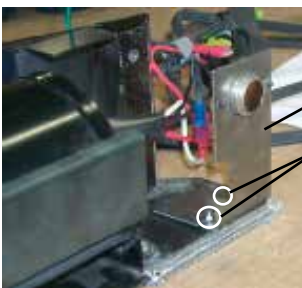
*Fan Housing*

- 2) Take off the 2 screws from the fan switch plate assembly, and remove it from the left casting face.



*Fan Switch Plate Assembly*

- 3) Take off the 2 bolts, nuts, and washers from the thermodisc assembly, and remove it from the main fan body. Retain the screws for reattachment on the other side.
- 4) Remove the green ground wire from the left side of



*Thermodisc Assembly*  
*bolts*

the fan motor, by detaching the phillips screw. Keep the screw to reattach the green ground wire on the other side.



- 5) Raising the fan deflector, pull the wire harness, switch plate, ground wire and thermodisc assembly from the left side and relocate to the right side of the main fan housing. See step 10 for Thermodisc Assembly installation.

**Important Note:**

The wire harness may be tight between the fan motor and main body but will move over and down to the base with a little flexing of the fan motor. Ensure the wire harness rests on the base when pulled over.

- 6) Remove the 2x 7/16" bolts from the right casting. Discard the existing casting plate and attach the new casting plate with the switch plate assembly.
- 7) Remove the top black screw from the leg on the right side of the fan motor, and attach the screw to the leg on the left side.



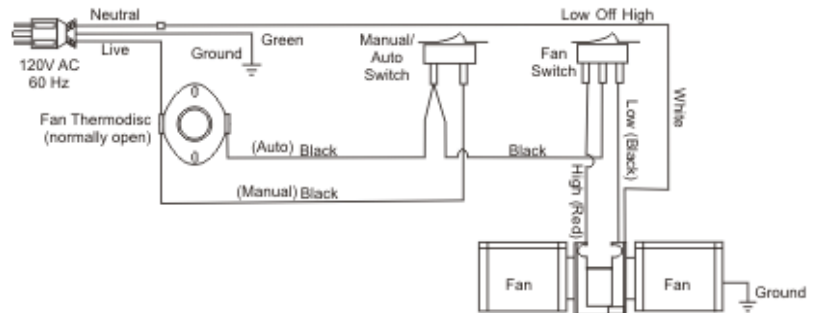
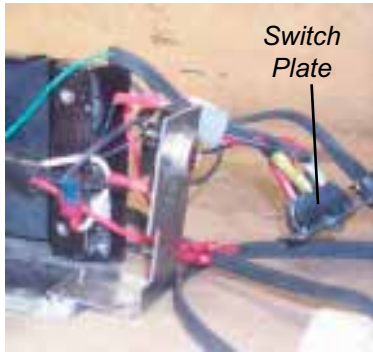
*Existing Casting Plate*



*Right Side Leg*

- 8) Attach the green ground wire with the #8 x 3/8" Pan Head Phillips steel self tapping screw, previously removed from the left side.

- 9) Remove the wires **one at a time** from the existing switch plate, and attach each wire to the new switch plate, each wire in the same position as it was on the old switch plate (see wiring diagram). Discard the old switch plate.



- 10) Attach the thermodisc assembly to the mounting holes located on the right side of the base of the main fan body using the existing hardware - 2 bolts, nuts and washers.

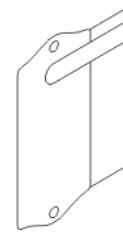
**Important Note:**

On older fan units these holes may require drilling. Use template provided to drill holes. Place template by aligning to the right corner of the thermodisc assembly base. See Diagram 1.



Thermodisc Assembly

- 11) Attach the new cover plate to the left side casting using 2x #6 32x3/8" Pan Head Phillips black screws.



Left Cover Plate

- 12) Attach the fan deflector to the main fan body by replacing the Phillips screw on the top of the fan housing.

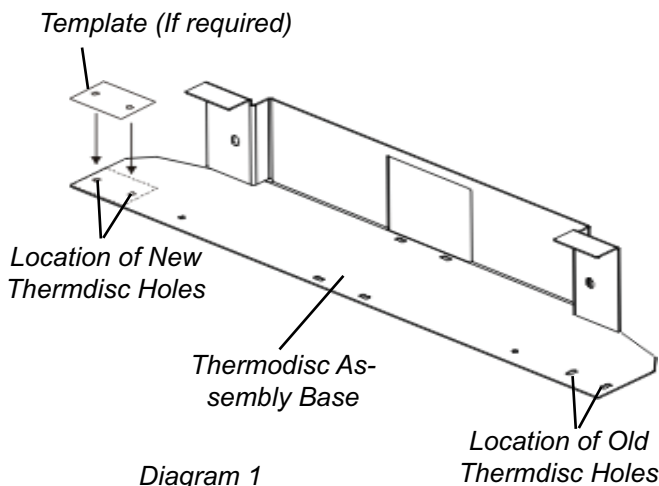


Diagram 1

## Flue Collar Removal and Installation

**List of Tools required:**

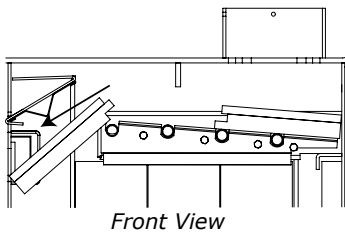
- Pull rod (supplied with unit)
- 1/2" socket / ratchet
- 3/8" open face wrench
- 7/16" socket / ratchet

**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.

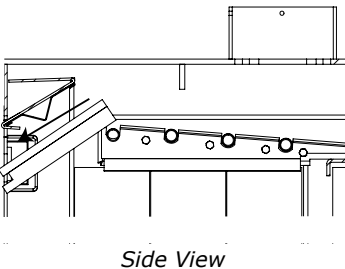
Note: unit in images may not be identical to the Hi2450-2, but they depict the process.

**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.

1. Allow the stove to burn out and cool down.
2. Slide the front baffle forward and tip it downwards as shown below and out of the firebox through the front door opening.



3. Repeat step 2 to remove back baffle.



4. For ease of access to the two bolts that secure the flue collar, grasp the very rear secondary air tube firmly with vise grips, using a hammer tap vise grips from right to left until air tube is released from grip. Also see instructions on air tube removal in this manual.

5. 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 re-install.

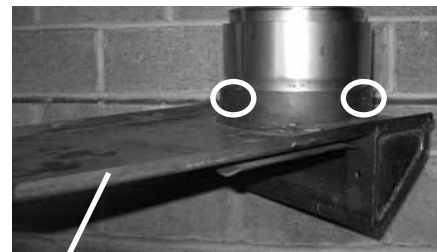


6. Install flex liner into existing chimney as per liner manufacturer's specifications. See Diagram 1.



Flex Liner

7. Secure the adaptor to the flex liner with three screws. Ensure the adaptor is level and aligned correctly. See Diagram 2.



Flue Adaptor

8. Install the unit by first setting the rear of the unit into the fireplace. See Diagram 3. Ensure that the unit is centered in the existing fireplace and lined up with the flue adaptor.



9. 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.
10. 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 4. While sliding the unit into place pull on the rod to ensure that the flue adaptor is properly engaged. See Diagram 5. 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.

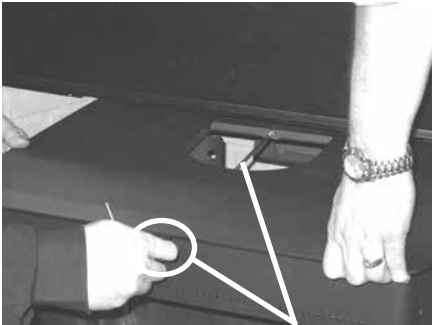
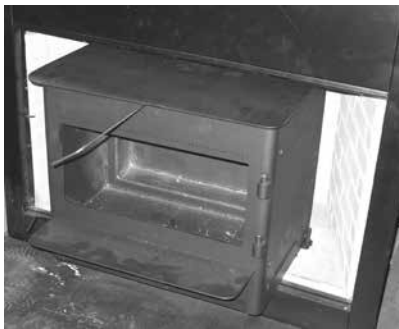


Diagram 4 Pull Rod



Pull Rod in place  
Diagram 5

11. Use the two bolts, washers and lock washers (supplied in manual pack) 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 reinstall.

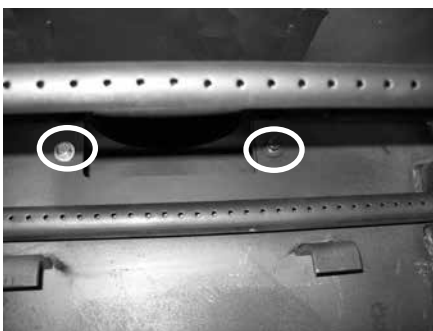


Diagram 6

12. Reverse steps 6-3 to complete the installation.

**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.

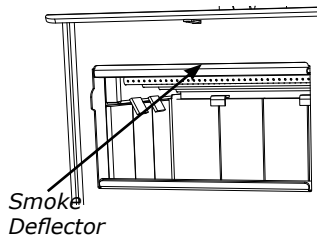
**Flue Baffle Installation**

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.

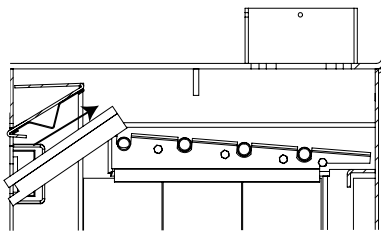
**IMPORTANT:**The set of baffles will also have insulation glued to the top of them. When installing the baffle, the insulation must be on top as per below diagrams.

The unit arrives with the 2 baffles and 2 air tubes on the floor of the firebox.

1. Open the door and remove stainless steel smoke deflector - See smoke deflector instructions in this manual.

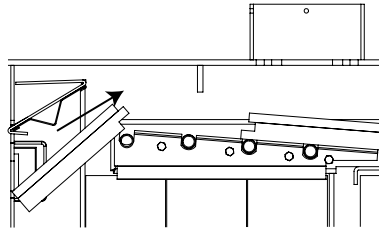


2. Slide the baffle over the 4 air tubes from the front and then push it to the back.



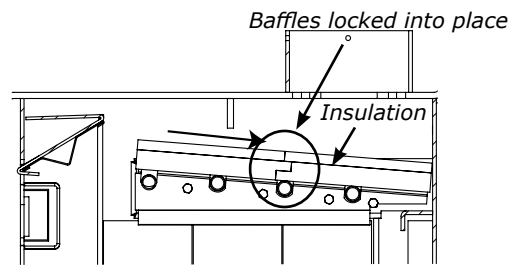
Side View

3. Install the second baffle over the 4 airtubes from the front.



Front View

**Important:** push both baffles so they are tight against the back wall and are locked into place as shown below.



Front View



## 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.



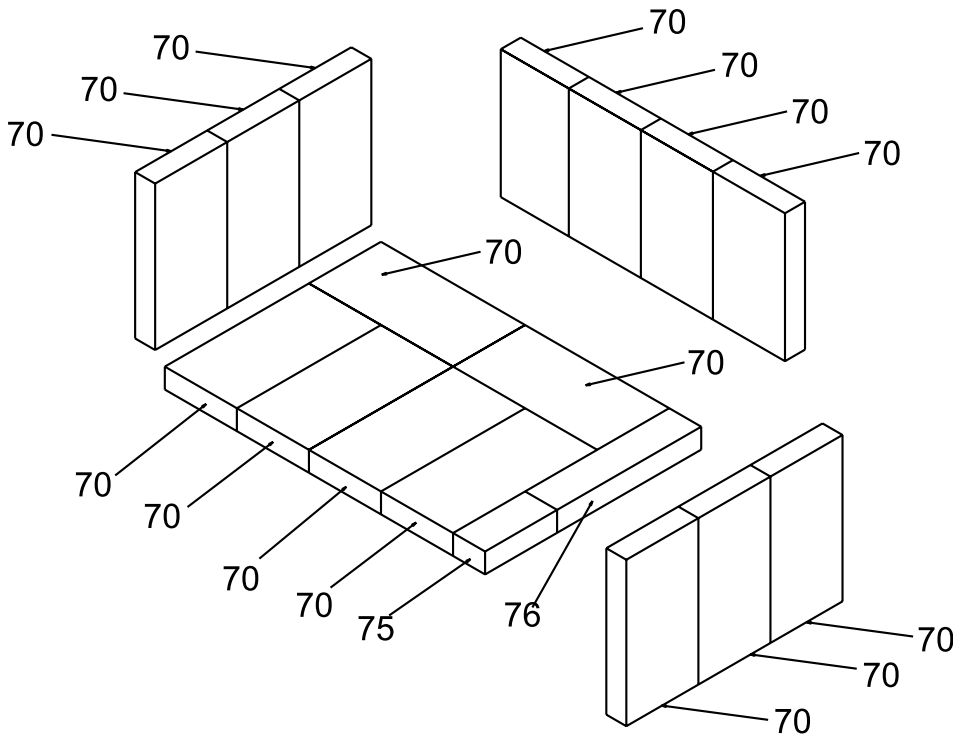
LyTherm Sheet

Order of firebrick install:

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

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"



### 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.

## Operating Instructions

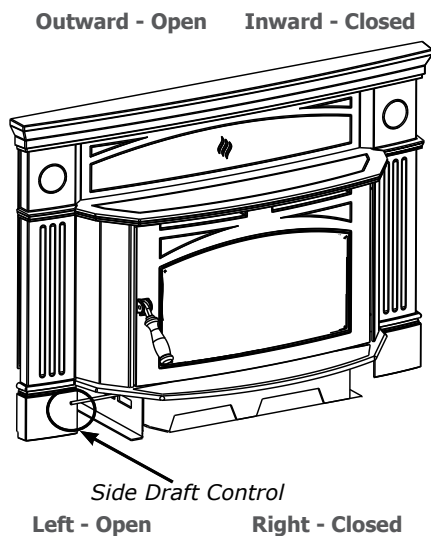
With your unit now correctly installed and safety inspected by your local authority, you are now ready to start a fire. Before establishing your first fire, it is important that you fully understand the operation of your draft control.

**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 front left side of the unit. To increase your draft - slide to the left to open, and to decrease - slide to the right to close. The Hi2450-2 unit has a secondary draft system that continually allows combustion air to the induction ports at the top of the firebox.

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 unit. Inadequate draft may cause back puffing into the room and plugging of the chimney.



**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 BETWEEN 19% AND 25% MOISTURE CONTENT.**

### START UP AND OPERATING PROCEDURES:

1. For the first few days, the wood stove 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 stove 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 stove at its maximum setting, and only after the metal has been warmed.
2. Do not place anything on the wood stove top during the curing process. This may result in damage to your paint finish.
3. When starting the fire, ensure the air control is in the fully open position (far left). To start a good and clean fire you will need to prepare one load of start-up fuel weighing approximately 15 – 16 lb. in total using only dry seasoned cord wood with less than 20% moisture content. The load consists of 2 – 2.5 lb. kindling ½" to 1" diameter, 4 pieces 16" long 2.5" – 3" diameter and 5 – 7 pieces 2.5" – 3" diameter 12" long.
4. Load 2 pieces 16" long on the bottom centre of the firebox, spaced 8" – 10" in a North South (front to back) orientation. Add few pieces of crumpled paper and the kindling in between these 2 pieces. On top, load the 12" long pieces east west (side to side) orientation from the back of the firebox to the front, spaced 1" – 2". Load the 2 remaining 16" long pieces on top in a North South (front to back) orientation spaced 8" – 10".
5. Ensure primary air control is fully open to the left facing the unit and then light the paper and the kindling. Adjust the door opening to establish fire and for less smoke roll out. Keep the door in this position for 5 – 6 minutes until the secondary tubes start flashing and then close the door. (Leaving the door slightly open will help your fire start more rapidly.)

6. Burn on high setting (primary air control fully open to the left) for approx. 1h. Once most of the wood has burned down but there are still good flames, level evenly the coals. Now you can reload the stove.

**NOTE:** These steps are crucial to ensure proper charcoaling and coal bed prior to loading High, Med and Low fire loads.

7. The next step is to create a pre-burn load. This step is necessary to bring the stove temperature to an equilibrium and to create a hot coal bed for the main load of wood. The size and the loading pattern is the same as for the startup load above.

After loading keep the door slightly open for 3 – 4 minutes, until the fire is well established, then close the door.

Burn on high air setting (primary air control fully open to the left) for approximately 30 minutes then reduce the primary air setting to your desired burn category. Now turn the fan on low for low and medium low setting and on high for medium high and high air settings. For a high burn leave the air fully open and turn the fan on high.

Once a nice coal bed is established and there are still good-sized flames, the main load of larger logs can be loaded into the firebox. Rake and level the coals to create a uniform charcoal bed.

Open the primary air fully and turn off the fan. Now the main load of larger logs can be loaded. Load 6 pieces (maximum) of 16.75 - 17" long logs, 3"-4" diameter front to back in a North South orientation. Once loaded, keep the door open for 3 to 4 minutes, until strong flames are established. Turn on high setting (primary air control fully open to the left) for 5 to 10 minutes then adjust the air control to your desired setting. For a high /medium high air setting the fan can be turned on high at 15 minutes. For a low/medium low air setting the fan can be turned on low at 30 minutes.

High Fire: Air control to far left.

Low Fire: Air control to far right.

Med Low Fire: Air control slightly left of low fire setting.

Med High Fire: Approx. 1" from low air setting. For low and medium fire, adjust the air gradually from high to the desired position.

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

From the start up of a cold stove, a medium to high firing rate must be maintained for 30 min. This ensures that the stove, and fuel are all stabilized at proper operating temperatures. Even though it is possible to have high temperatures within minutes after a fire has been started, if the fire is allowed to die down immediately it may go out. 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 15 - 30 minutes to ensure to reach operating temperatures.

8. 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.
9. 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.

- 10. Some cracking and popping noises may be experienced during the heating up process. These noises will be minimal when your unit reaches temperature.
- 11. 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 Stove causing a draft down your chimney. If this occurs, slightly open a window near your unit.

**WARNING: If the body of your unit, 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.**

- 12. 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.
- 13. If you have been burning your stove on a low draft, use caution when opening the door. Open the door a crack, and allow the fire to adjust before fully opening the door.
- 14. The controls of your unit or the air supply passages should not be altered to increase firing for any reason.
- 15. 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, then your flue is clean and your exhaust is clean. Burn the stove hot enough to keep your glass clean and you won't need to clean your flue as often.

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

**NOTE: Always stir the coal approximately half way through a burn cycle to ensure proper charcoaling.**

**CAUTION: Do not build the fire too close to the glass, unless/otherwise specified.**



*How to Light and Maintain a Wood Stove Fire*

## Fan Operation

### Automatic

To operate the fan - ensure switch is in AUTO mode.

This will allow the fan to turn on as the stove has come up to operating temperature. It will also shut the fan system off after the fire has gone out and the unit cooled to below a useful heat output range.

Operate the fan in the low speed position when burning in the LOW-MED LOW heat output ranges and operate in the high setting for MED-HIGH to HIGH heat outputs.

Route power cord to either left or right and plug into suitable 3 prong grounded plug.

## Ash Disposal

During constant use, ashes should be removed every few days.

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.

## 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. **CAUTION:** Do not operate with broken glazing.

**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 #940-370/P) 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.



**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. Burning coal, cardboard, or loose paper can produce soot, or large flakes of char or fly ash, causing smoke spillage into the room.

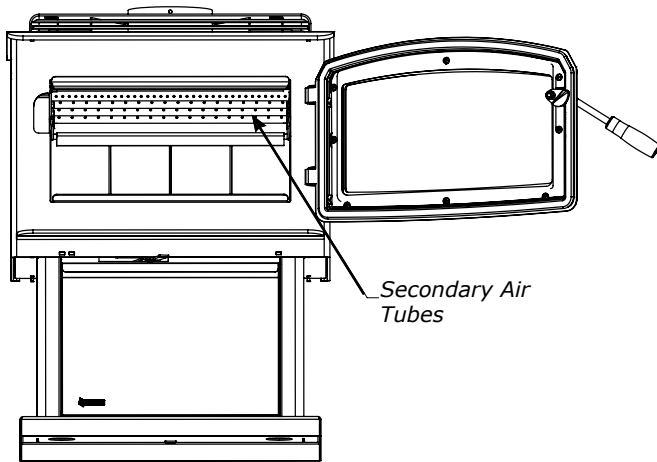
**CAUTION: DO NOT BURN GARBAGE OR FLAMMABLE LIQUIDS SUCH AS GASOLINE, NAPTHA OR ENGINE OIL. SOME FUELS COULD GENERATE CARBON MONOXIDE AND ARE VERY DANGEROUS.**

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

**Secondary Air Tube Removal/Installation**

1. Allow the stove to burn out and cool down, until cool to touch.
2. Open stove door to access secondary air tubes.

3. Grasp front secondary air tube firmly with vise grips, using a hammer tap vise grips from right to left until air tube is released from grip. Remove. See diagram 1. Repeat step to remove second airtube from front.
4. Remove the fragile two piece Baffles, then remove the remaining 2 tubes.



Note: The unit is not exactly shown but depicts the process.

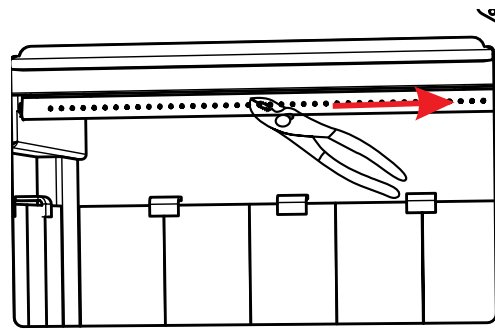


Diagram 1

5. To reinstall or replace, first slide left side of tube into hole on left side air channel. Align tab on right side air channel with notch on right hand end of air tube. Firmly grip center of air tube with vise grips, use hammer to tap vise grips from left to right until the tube bottoms out into the air channel on right.

Note: If air tube is locked into place correctly there should be slight movement when moving the air tube back and forth.



Cleaning & Maintaining Your Wood Stove

### Door Gasket

If the door gasket requires replacement, 7/8" diameter material must be used. A proper high temperature gasket adhesive is required. A gasket repair kit, Part # 846-570 is available from your local Hampton dealer.

### Glass Cleaning

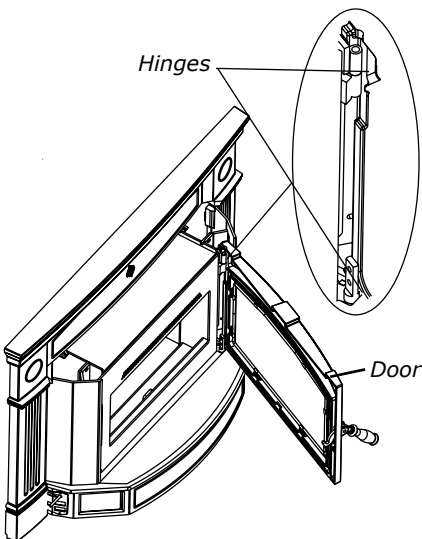
Only clean your glass window when it is cool. Your local retailer can supply you with special glass cleaner if plain water and a soft cloth does not remove all deposits.

### Door Removal

**When handling enamel parts, please handle with care as they can be damaged.**

- 1) Remove the Top Faceplate by lifting straight up from the sides.
- 2) Lift off Mantel Top.
- 3) Open the Door and lift up off its hinges.

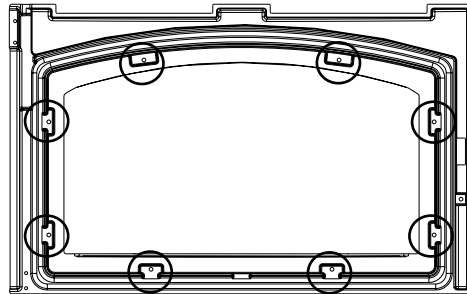
**Please be careful when removing the Door and not to drop onto the Ashlip, it may chip.**



**DOOR INSTALLATION NOTE**  
 After re-installing the door, carefully swing open and check the clearance to the Right Hand Cast Side. If tight or rubbing, loosen the 7/16 nuts and adjust the clearance and then re-tighten.

### Glass Replacement

- 1) Open door.
- 2) To replace the glass remove the 8 screws highlighted in the diagram below.
- 3) Lift off the 4 glass retainers and carefully remove glass.
- 4) Place new glass in the door, make sure that the glass gasketing will properly seal your unit.
- 5) Position the glass retainer back on. Ensure that it rests on the gasket and not the glass.
- 6) Secure glass retainer using the 8 screws. Do not wrench down on the glass as this may cause the glass to break.

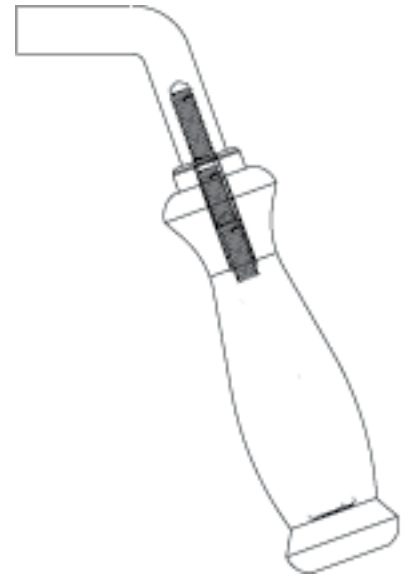


Remove 8 screws

**Avoid impact on glass doors such as striking or slamming shut.**

### Handle Replacement

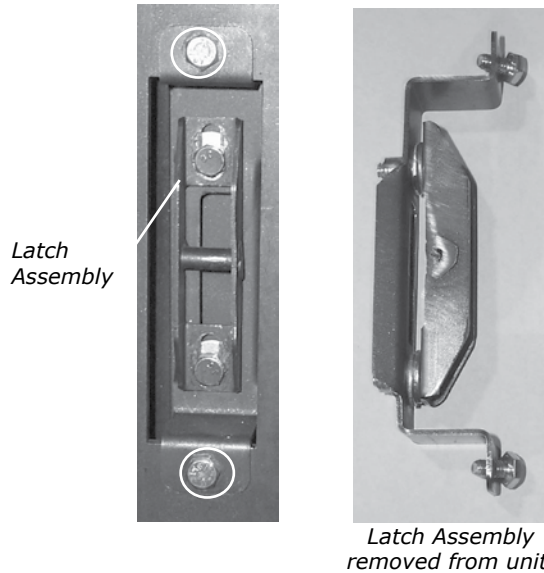
- 1) Remove handle by unscrewing it from the latch.
- 2) Fit new door handle over latch and screw it in to place.



### Latch Adjustment

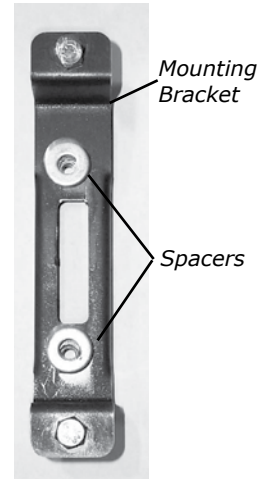
The door latch may require adjustment as the door gasket material compresses after a few fires. Removal of spacers will allow the latch to be moved closer to the door frame, causing a tighter seal.

- 1) Remove the Latch Assembly from the unit by undoing the outer 2 bolts.



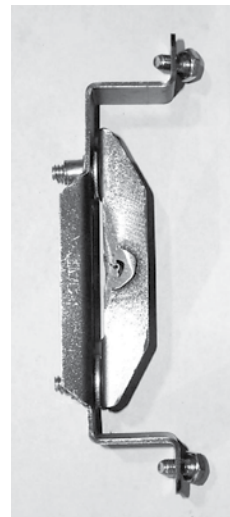
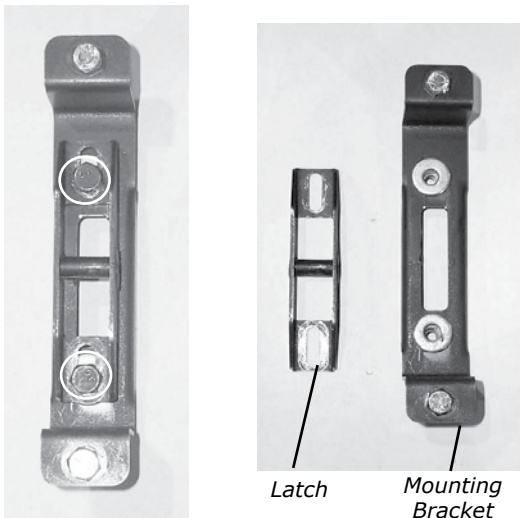
- 3) Remove necessary amount of spacers sitting on the Mounting Bracket.

Ensure an equal amount of spacers are removed from both top and bottom.



- 2) Remove the Latch from the Mounting Bracket by undoing the inner 2 bolts.

- 4) Re-secure Latch to Mounting Bracket using 2 bolts.



- 5) Re-secure the Latch Assembly to the unit using 2 bolts.





<b>Annual Maintenance</b>	
Completely clean out entire unit	Annually
Inspect air tube 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.

**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. 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:**

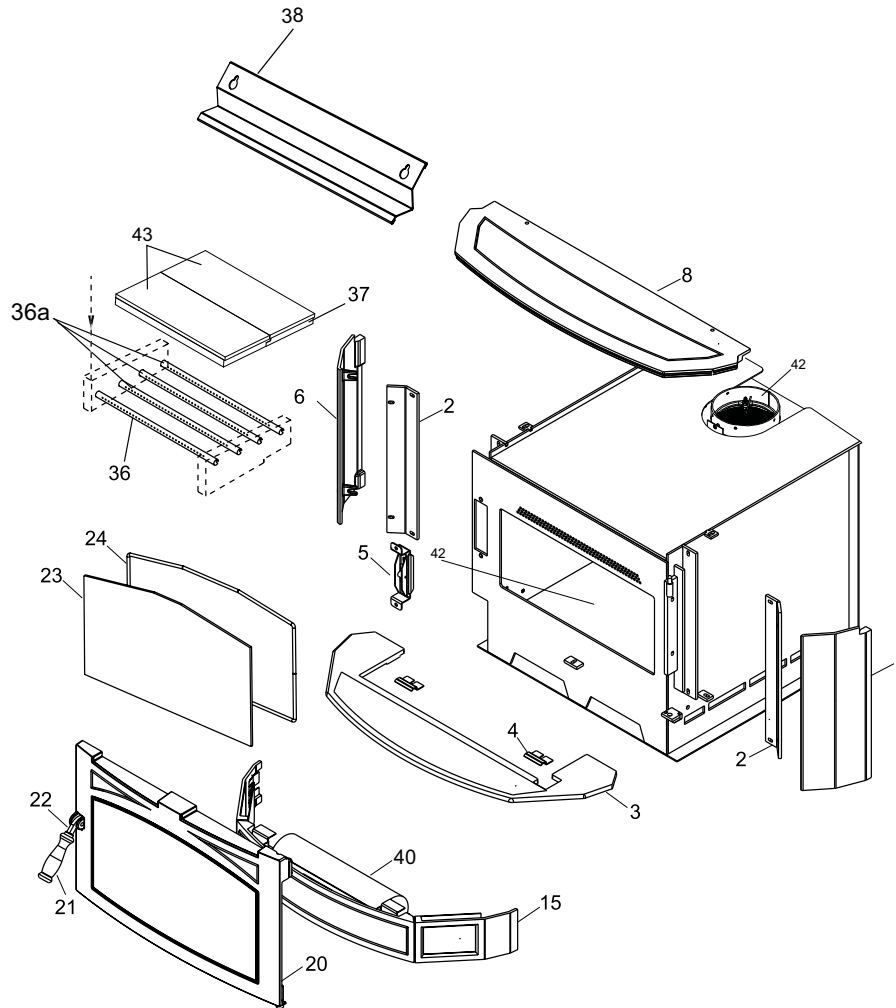
Before attempting to loosen or remove any screw, bolt from the interior of a wood stove, insert or factory built fireplace that has had a fire burned in it, we highly recommend to liberally spray the screw/bolt with a good-quality penetrating oil, one that does not have flammable properties contained within the penetrating oil being used. Allow it to set, then tap or vibrate the screw or 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**

Part #	Description	Part #	Description	Part #	Description
1)	942-681* 846-686 Right Side Cast 8 mm Soft Fibre Black Gasket Tape (8') (936-238)	21)	948-179 Wooden Handle Black	300-981*	Cast Grill
2)	300-021 Flange Adaptor	22)	300-551 Door Latch	181-039	Wood Damper Handle
3)	942-691* Ashlip	23)	940-370/P 846-570 Door Glass Door Gasket Kit	910-142	Fan Thermodisc
4)	300-006 Fan Clip	24)	Glass Retainer	910-138	2 Way Switch
6)	942-671* 846-686 Left Side Cast 8 mm Soft Fibre Black Gasket Tape (8') (936-238)	24)	846-686 8 mm Soft Fibre Black Gasket Tape (8') (936-238)	910-140	3 Way Switch
8)	942-661* Mantel Top	36)	033-953 Air Tube 3/4" OD	948-220	Hampton Logo Plate
15)	300-911* Fan Assembly	36a)	033-954 Air Tube 3/4" OD (Qty 3) (Each)	910-678	120 Volt Power Cord
20)	300-571* Door Assembly	37)	022-955 Baffle (2/set) (Includes Insulation)	300-513	Upper Door Hinge Assembly
		38)	022-062 Smoke Deflector	948-155	Bottom Door Hinge Pin
		40)	910-157/P Fan Motor Only	902-816	Vertical Baffle Top Front (Not Visible. Hidden above Part # 022-062)
		41)	021-022 Firebox Floor Gasket	022-112	Top Firebox Back Gasket
		42)	181-632/P Flue Adaptor	022-111	Top Firebox Side Gasket (Each/2 Per Unit)
		43)	022-113 Top Baffle Insulation	021-051/P	Right Brick Bracket Packaged
				021-054/P	Left Brick Bracket Packaged

**Not Shown in the drawing:**

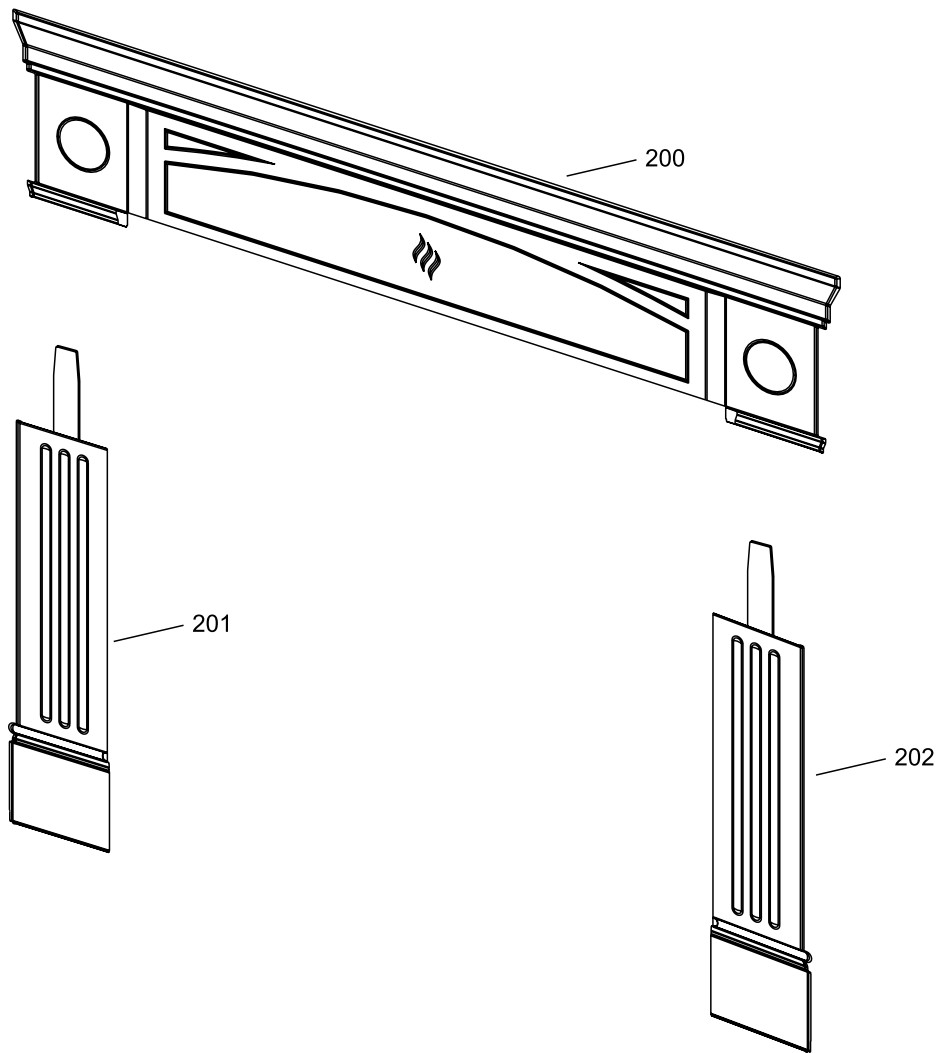
\* Last digit of part number represents color:  
1 = Metallic Black, 5 = Timberline Brown



## Standard Cast Faceplate

Part #	Description
300-921	Cast Faceplate - Metallic Black
300-925	Cast Faceplate - Timberline Brown
200) *	Top Faceplate
201) *	Left Side Faceplate
202) *	Right Side Faceplate

\* Not available as a replacement part.



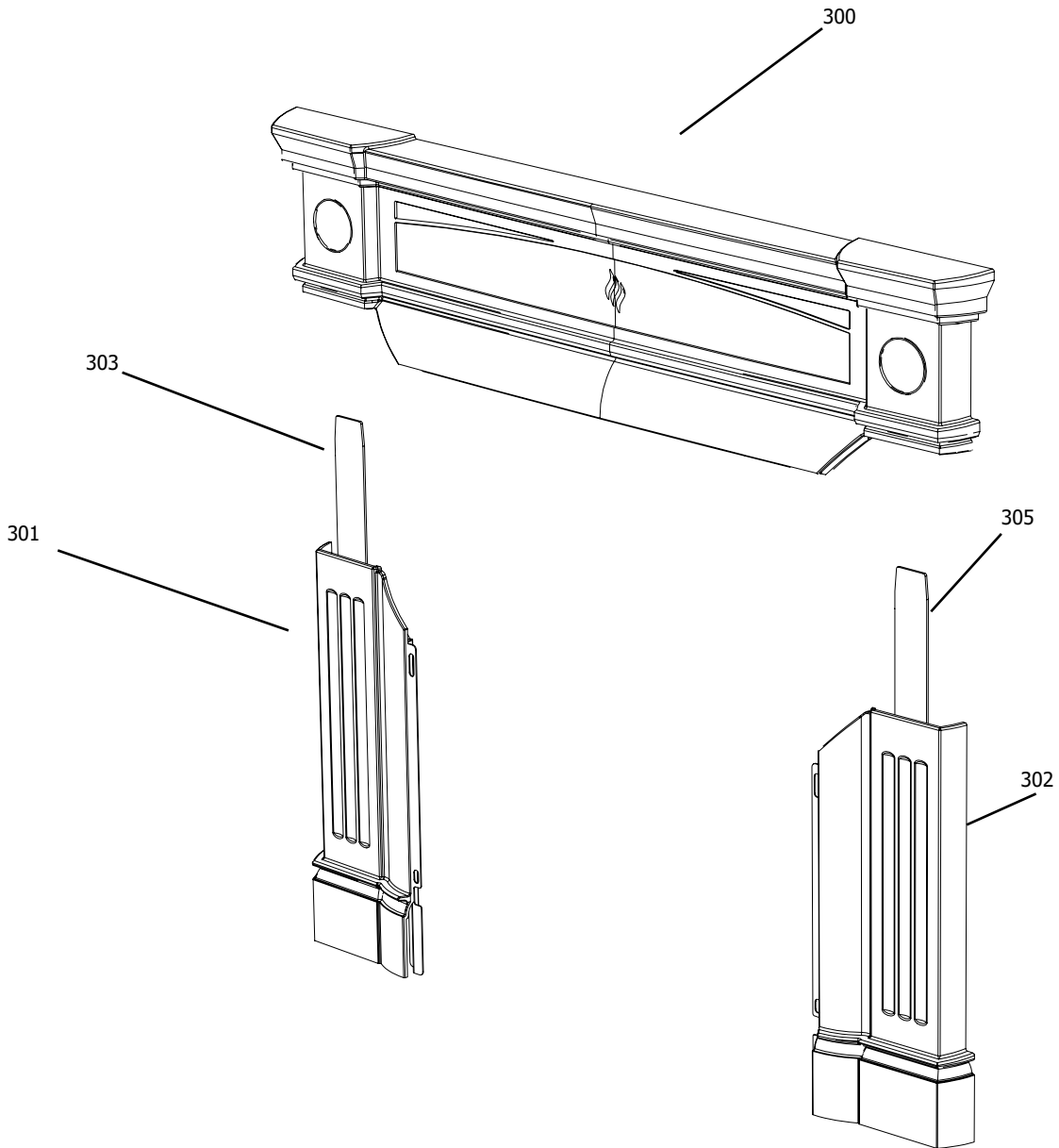
**Override Cast Faceplate**

Part #	Description
300-971	Override Cast Faceplate - Metallic Black
300-975	Cast Faceplate - Timberline Brown
300)*	Top Faceplate
301)*	Left Side Faceplate
302)*	Right Side Faceplate
303) 300-060	Mounting Plate LH
305) 300-061	Mounting Plate RH

**Not Shown in the Drawing**

300-005 Top Retainer

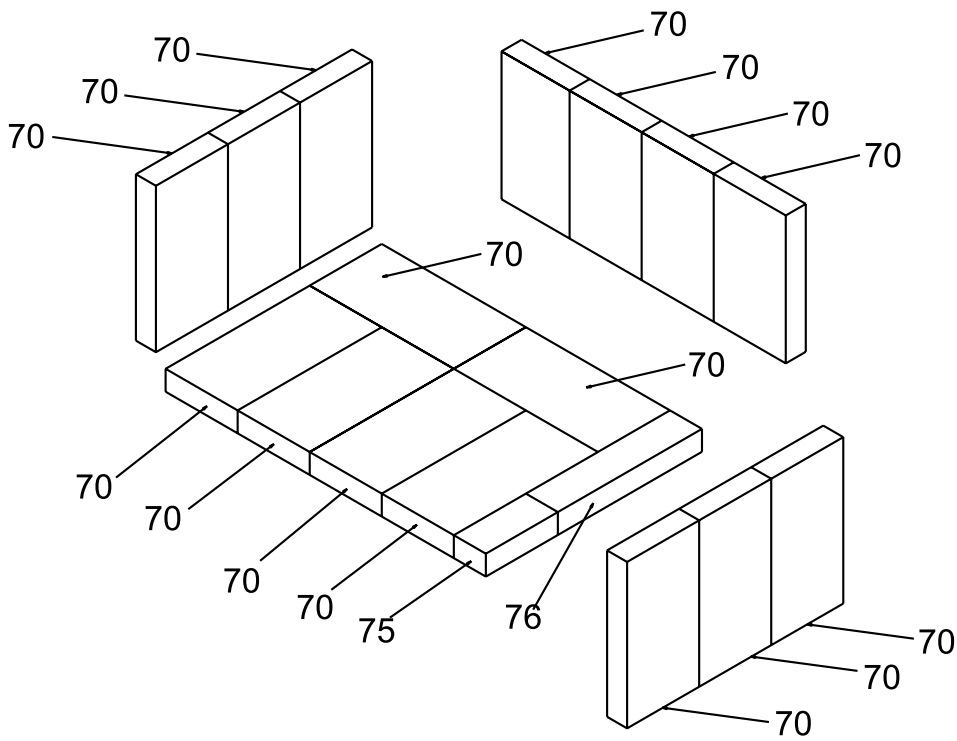
\* Not available as a replacement part.



**Brick Panels - Hi2450-2**

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"

Note: The gasket behind the bottom bricks must be purchased separately & is not included with the Brick Kit.



## 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, and iron 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.

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