

## INSTALLATION AND OPERATING INSTRUCTIONS

### Gas Insert



Models:  
 U30-NG Natural Gas  
 U30-LP Propane

#### PLEASE KEEP THESE OPERATING INSTRUCTIONS FOR FUTURE REFERENCE

This manual contains all of the necessary information to ensure the safe, efficient and dependable installation of your gas fireplace insert. Please read and understand these installation instructions before beginning your installation.

#### FOR YOUR SAFETY

##### What to do if you smell gas:

- 1) Do not try to light any appliance.
- 2) Turn off main gas supply.
- 3) Do not touch any electrical switch, do not use any phone in your building.
- 4) Immediately call your gas supplier from a neighbour's phone. Follow the gas supplier's instructions.
- 5) If you cannot reach the gas supplier, call the fire department.

**WARNING: Improper installation, adjustment, alteration, service or maintenance can cause injury or property damage. Refer to this manual. For assistance or additional information consult a qualified installer, service agency or the gas supplier.**

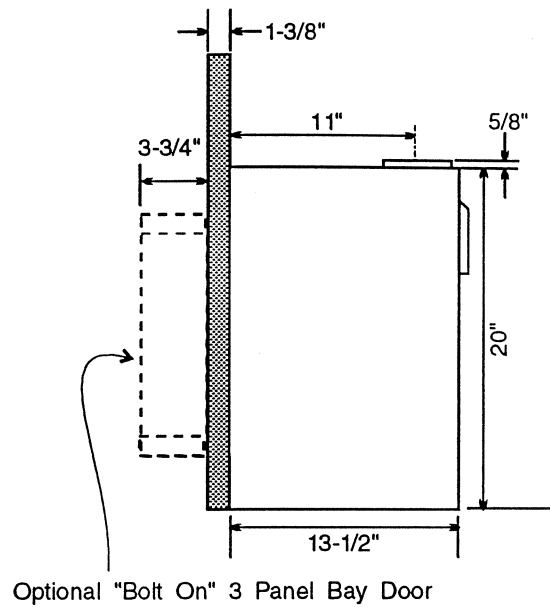
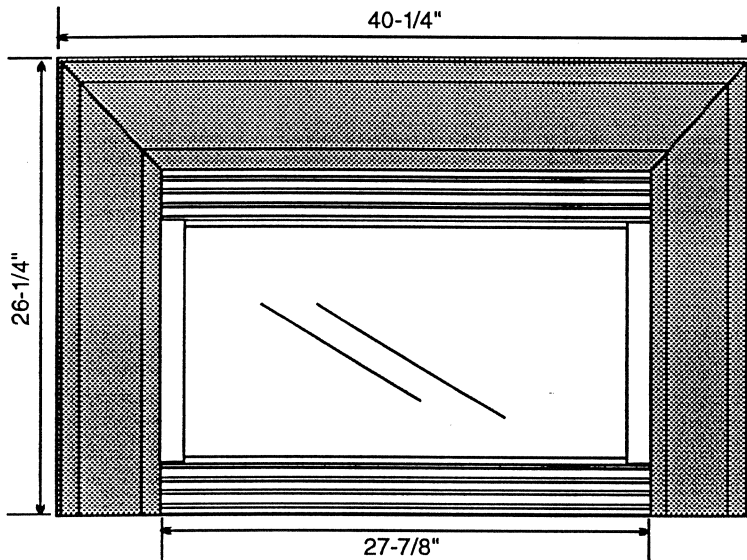
#### FOR YOUR SAFETY

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

Regency Industries Ltd.  
 7830 Vantage Way, Delta, B.C.  
 Canada, V4G 1A7

Tested by Warnock Hersey





## REGENCY GAS FIREPLACE INSERT

### TO THE NEW OWNER

**Congratulations! You are the owner of a state-of-the-art Gas Insert by REGENCY INDUSTRIES. The Regency Gas Fireplace Series of hand crafted appliances has been designed to provide you with all the warmth and charm of a fireplace, at the flick of a switch. The models U30-NG and U30-LP of this series have been approved by Warnock Hersey for both safety and efficiency. As it also bears our own mark, it promises to provide you with economy, comfort and security for many trouble free years to follow. Please take a moment now to acquaint yourself with these instructions and the many features of your Regency Fireplace.**

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# SAFETY LABEL

This is a copy of the label that accompanies each U30 Regency Gas Insert. We have printed a copy of the contents here for your review. The safety label is located on a plate inside the base of the unit visible when the bottom louver is open.

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



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

WH - U

Serial No. / No de serie

**Listed: GAS FIRED VENTED ROOM HEATER**  
**Tested to: CAN 1-2.1-M86, ANSI Z21.11.1-1991, GPN 004**  
**Certified for / Certifiée pour: CANADA AND U.S.A.**  
**REPORT NO. 476-1166 (MAY 1995)**

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**PROPANE GAS FIREPLACE INSERT: Model U30-LP**

Min. supply pressure	LPG 12" WC / (2.99 kpa)
Min. Manifold pressure	LPG 2.9" WC / (0.72 kpa)
Max. Manifold pressure	LPG 11" WC / (2.74 kpa)
Orifice size	LPG 53 DMS / (1.5 mm)

For use with propane gas.

Minimum Input	15,000 BTU / 4.395 Kw
Fan Off Output	20,000 BTU / 5.86 Kw
Fan On Maximum Output	21,200 BTU / 6.21 Kw
Altitude	0-2000 ft / (0-610 m)
Maximum Input	27,500 BTUH / 8.057 Kw/h

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**NATURAL GAS FIREPLACE INSERT: Model U30-NG**

Min. supply pressure	NAT 5" WC / (1.25 kpa)
Min. Manifold pressure	NAT 1.1" WC / (0.27 kpa)
Max. Manifold pressure	NAT 3.5" WC / (0.87 kpa)
Orifice size	NAT 38 DMS / (2.58 MM)

For use with natural gas.

Minimum Input	17,000 BTU / 4.98 kpa
Fan Off Output	21,500 BTU / 6.30 kpa
Fan On Maximum Output	22,800 BTU / 6.68 kpa
Altitude	0-2000 ft / (0-610 m)
Maximum Input	30,000 BTUH / 8.79 Kw/h

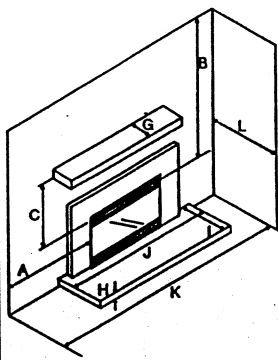
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**GAS FIRED VENTED ROOM HEATER**  
 For installation in Solid Fuel Burning Fireplaces. This appliance must be installed in accordance with local codes, if any; if not, follow ANSI Z223.1 / CAN 1-B149.  
**Electrical Supply 115 V, 56 WATTS, 60 Hz**  
**Not for use with solid fuel.**

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Minimum Clearances to Combustibles From Insert	
Side Wall	A 10" / 255 mm
Ceiling	B 47-1/2" / 1205 mm
Mantle	C 22" / 560 mm
Mantle Width	G 12" / 305 mm
Alcove Width	K 48" / 1220 mm
Max. Alcove Depth	L 36" / 915 mm

Non-Combustible Hearth Extension	
Hearth Height	H 0" / 0 mm
Hearth Depth	I 16" / 405 mm
Hearth Width	J 40" / 1015 mm



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Regency Industries Ltd., Delta, B.C., Canada  
**MADE IN CANADA / FABRIQUE AU CANADA**

**Model/Modelé:**  
U30-LP

**Model/Modelé:**  
U30-NG

908-493 WD

# INSTALLATION REQUIREMENTS

## IMPORTANT: SAVE THESE INSTRUCTIONS

The Regency Gas Fireplace must be installed in accordance with these instructions. Carefully read all the instructions in this manual first. Consult the building authority having jurisdiction to determine the need for a permit prior to starting the installation.

**NOTE:** Failure to follow the instructions could cause a malfunction of the heater which could result in death, serious bodily injury, and/or property damage. Failure to follow these instructions may also void your fire insurance and/or warranty. This appliance can be used with a thermostat.

## FOR YOUR SAFETY

This appliance requires air for proper combustion. Always provide adequate combustion and ventilation air. Follow instructions and information in CAN/CGA B149 (in Canada) or the National Fuel Gas Code ANSI Z223.1 (in the USA), regarding requirements for combustion and ventilation air.

## GAS PIPE TESTING

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

## SPECIFICATIONS

### Gas Input Capacity:

Natural Gas	30,000 btu/h
Propane	27,500 Btu/h

### Min. Output (Fan Off)

Natural Gas	21,500 btu/h
Propane	20,000 btu/h

### Max. Output (Fan On)

Natural Gas	22,800 btu/h
Propane	21,200 btu/h

**Fuels:** Approved for use with both natural gas, and propane. Approved as is for use at 0' to 2,000'.

**Electrical:** 115 V.A.C. system.

**Circulation Fan:** Variable speed, 127 CFM.

**Log Set:** Ceramic fiber, 4 per set.

**Vent System:** Minimum 4" B-Vent or listed gas fuel vent liner.

## Installation into a Solid Fuel Burning Fireplace

The ULTIMATE Gas Inserts have been tested and approved to be vented into any masonry fireplace or approved solid fuel burning factory built fireplace that will allow the insert to physically fit into the firebox. Refer to page 6 for minimum fireplace clearances.

**If the factory built fireplace height is too low for your Insert, you may remove the smoke shelf, baffle plate and damper plate from the factory built fireplace as long as these items are saved and are re-installed in the event that the Insert is removed. NOTE: Any alterations made to the listed solid fuel burning factory built fireplace may void the listing of the fireplace.**

## BEFORE YOU START

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

### General Safety Information

- 1) The appliance installation must conform with local codes or in the absence of local codes, with CAN/CGA B149 (in Canada) or the National Fuel Gas Code ANSI Z223.1. This appliance should be installed by a qualified gas fitter technician only.
- 2) **Installation and repair should be done by a qualified service person.**
- 3) The appliance should be inspected before use and at least annually by a professional service person. More frequent cleaning may be required due to excessive lint from carpeting, bedding material, etc. It is imperative that control compartments, burners and circulating air passageways of the appliance be kept clean and free from excessive lint from carpeting.
- 4) See general construction and assembly instructions. This appliance may only be installed in a vented, non-combustible fireplace.
- 5) Always connect this insert to a vent system venting to the outside of the building envelope. Never vent to another room or inside a building. Make sure that the vent is properly sized and is of adequate height to provide the proper draft.
- 6) Inspect the venting system annually for blockage and any signs of deterioration.
- 7) Any safety glass removed for servicing must be replaced prior to operating the appliance.

# INSTALLATION REQUIREMENTS

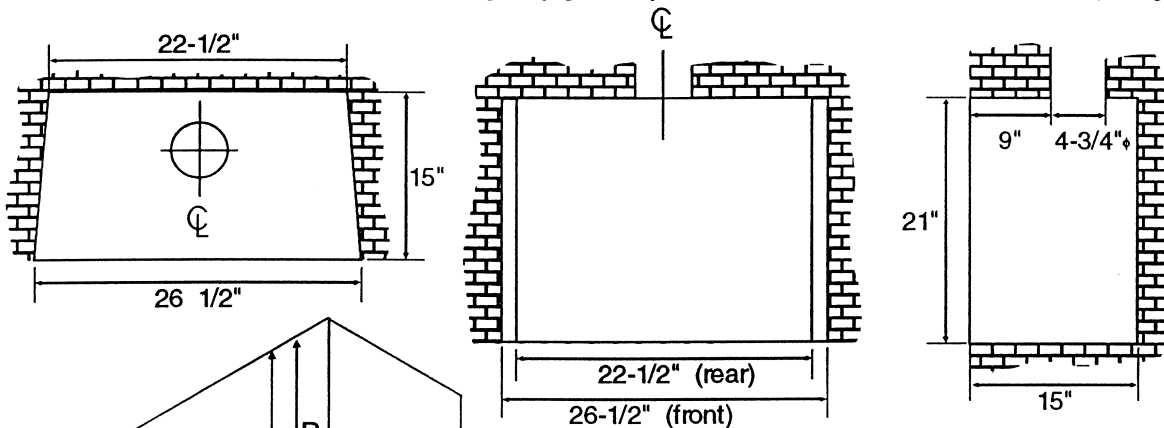
- 8) To prevent injury, do not allow anyone who is unfamiliar with the operation to use the fireplace.
- 9) Due to high temperatures, the appliance should be located out of high traffic areas and away from furniture and draperies. Children and adults should be alerted to the hazards of high surface temperatures, especially the fireplace glass and

gold trims, and should stay away to avoid burns or clothing ignition. Young children should be carefully supervised when they are in the same room as the appliance. Clothing or other flammable material should not be placed on or near the appliance.

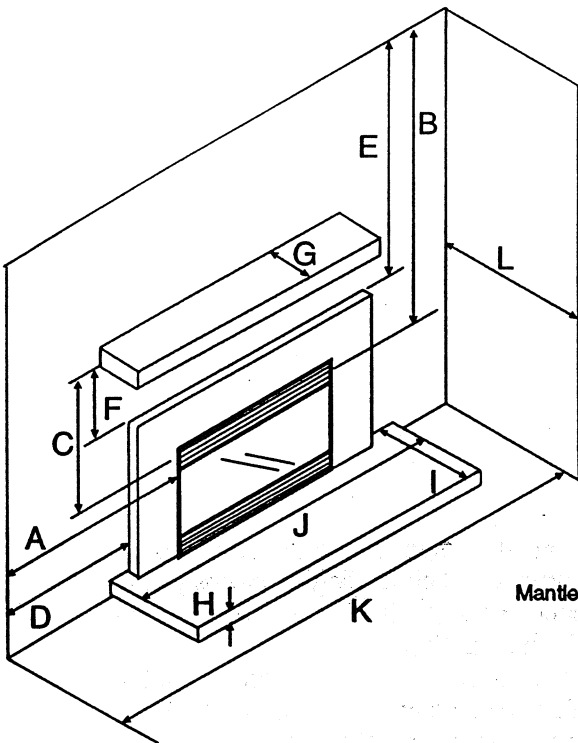
## CLEARANCES

### Minimum Fireplace Clearances

The minimum fireplace clearances for the Regency gas fireplace insert are shown in the following diagrams:



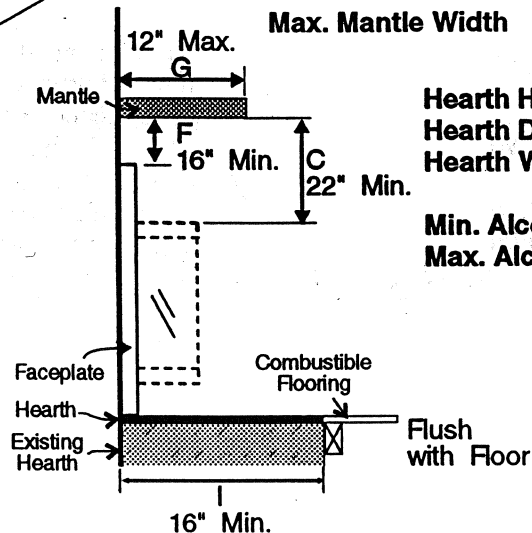
### Clearances to Combustibles (minimum unless noted)



		From Unit	
Sides	A	10" / 255 mm	
Ceiling	B	47.5" / 1205 mm	
Mantle	C	22" / 560 mm	

		From Standard Surround (26" x 40")	
Sides	D	4" / 100 mm	
Ceiling	E	41.5" / 1055 mm	
Mantle	F	16" / 405 mm	

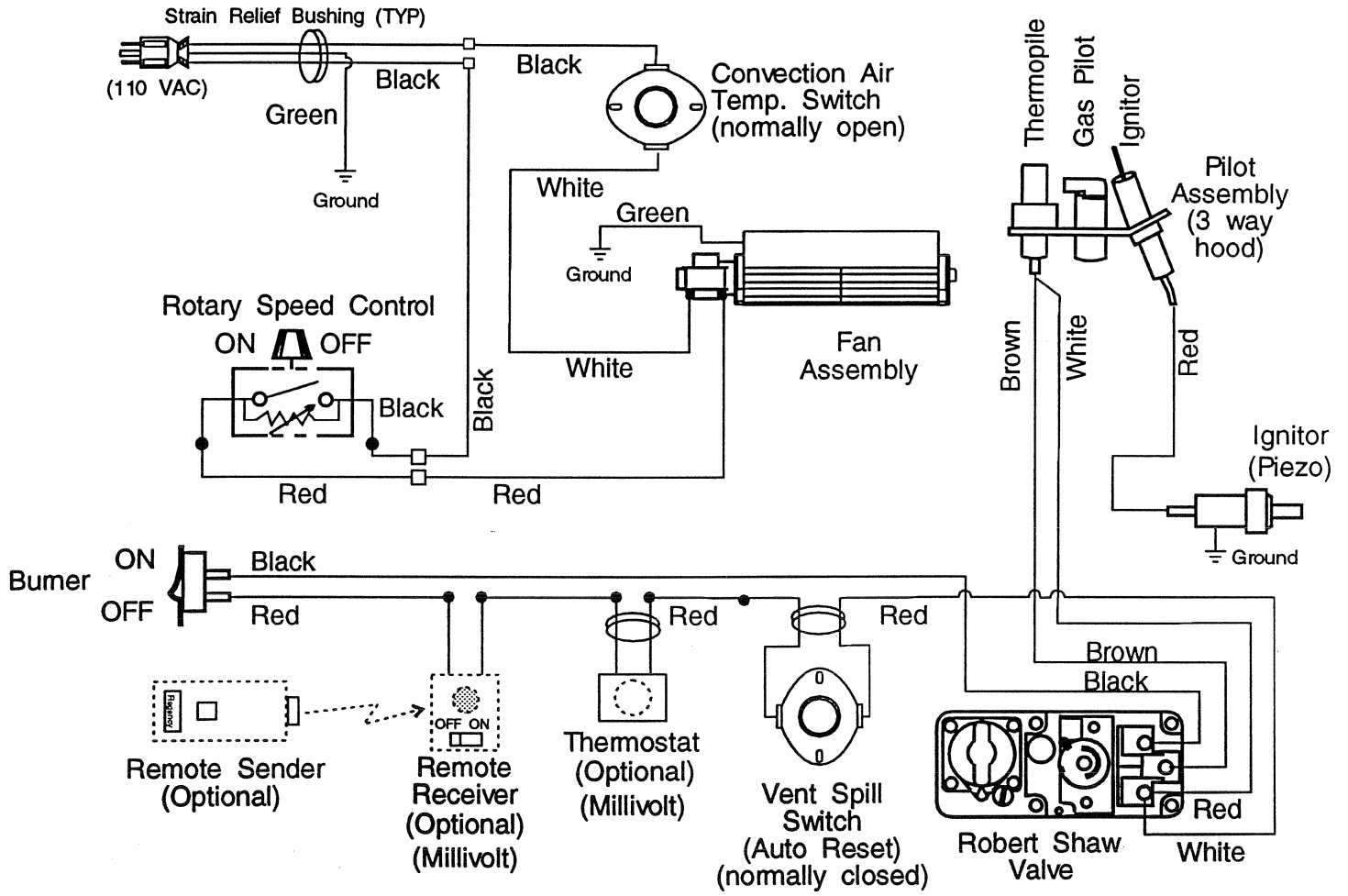
Max. Mantle Width G 12" / 305 mm



Hearth Height	H	0" / 0 mm
Hearth Depth	I	16" / 405 mm
Hearth Width	J	40" / 1015 mm
Min. Alcove Width	K	48" / 1220 mm
Max. Alcove Depth	L	36" / 915 mm

# INSTALLATION REQUIREMENTS

## WIRING DIAGRAM



# INSTALLATION

## MATERIALS REQUIRED

No electrical power supply is required for the gas control to operate. A 115 Volt AC power cord is hooked up to the fan switch and blower. Plug 3 wire cord into a suitable receptacle. **Do not cut the ground terminal off under any circumstances.**

When connected with 115 volts, the appliance must be electrically grounded in accordance with local codes, with a current version of CSA C22.1 (in Canada) or in the absence of local codes, with the National Electrical Code ANSI/NFPA 70-1987.

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

## INSTALLATION SEQUENCE

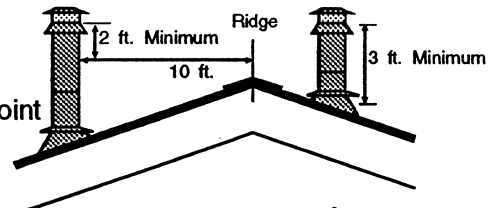
The Regency Gas Insert is installed in the steps as listed below. Detailed instructions follow.

- 1) Install the flue or liner and connect the sliding draft hood to the flue. See page 9.
- 2) Make the gas connections and electrical connection for fan. See page 10.
- 3) Slide the unit into the fireplace and level leaving the 1" air gap under the unit.
- 4) Assemble and install the faceplate and trim. See pages 11 & 12.
- 5) Install the optional brick panels. See page 12.
- 6) Install the 4 logs. See page 13.
- 7) Install the glass front (flush or bay). See pages 8 and 20.
- 8) Install both louvers. See page 14.
- 9) **FINAL CHECK:** Before leaving this unit with the customer, the installer must ensure that the appliance is firing correctly. This includes:
  - A) Clocking the appliance to ensure the correct firing rate
  - B) Adjusting the primary air, if required, to ensure that the flame does not carbon on the components. See page 10.
  - C) Ensuring that the appliance is venting correctly. See page 15.

## VENTING

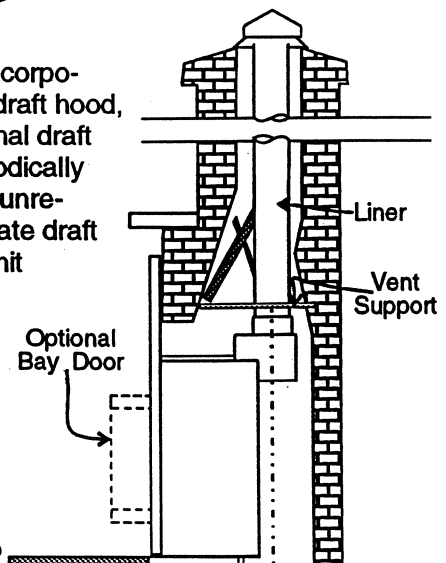
**THE APPLIANCE MUST NOT BE CONNECTED TO A CHIMNEY FLUE SERVING A SEPARATE SOLID FUEL BURNING APPLIANCE.**

This appliance is designed to attach to a 4" diameter type B-Vent or listed gas fuel type vent liner (double thickness aluminum flex liner) running the full length of the chimney. A minimum flue height of 12 feet is recommended. B-Vent must be supported by a vent support - supplied by vent manufacturer. There must be at least 3 feet of chimney above the roof level. Stack the pipe onto your finish support to a minimum height of 3 feet above the roof penetration, or 2 feet above any point within 10 feet measured horizontally.



The Regency Insert incorporates its own internal draft hood, so no additional external draft hood is required. Periodically check that the vent is unrestricted and an adequate draft is present when the unit is in operation. (See page 16 for spillage test.)

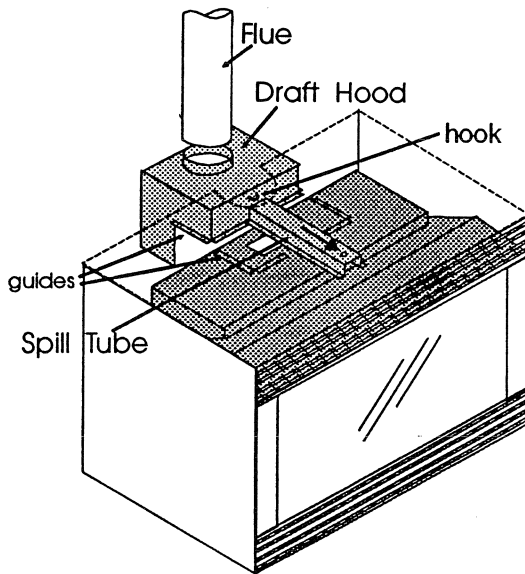
Before installing vent system ensure that the damper plate is locked into the open position and secure to prevent the damper plate from falling down and crushing the liner.



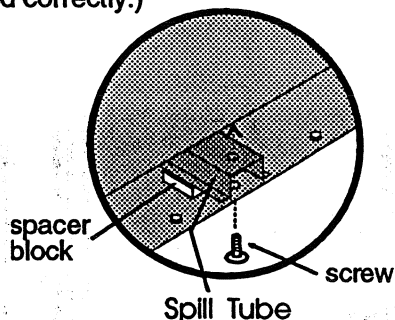


## Draft Hood Connection

- 1) Attach the vent to the flue collar on the detachable draft hood. The flue collar of the appliance will fit inside a standard vent and may be fastened directly to the vent by sheet metal screw or a B-Vent, single wall vent connector.



- 2) Before pushing the appliance into position inside the fireplace, align the draft hood with the guides on the insert top and push forward. While pushing the unit back into place keep pulling the draft hood forward until the screw hole in the spill tube aligns with the screw hole in the top of the firebox. The screw is secured through the inside top of the firebox into the bottom of the spill tube. (If screw holes do not line up then draft hood is not positioned correctly.)



**NOTE:** final gas connection should be after unit is in place to avoid damage to line when pushing the unit into position

## Combustion and Ventilation Air

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

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

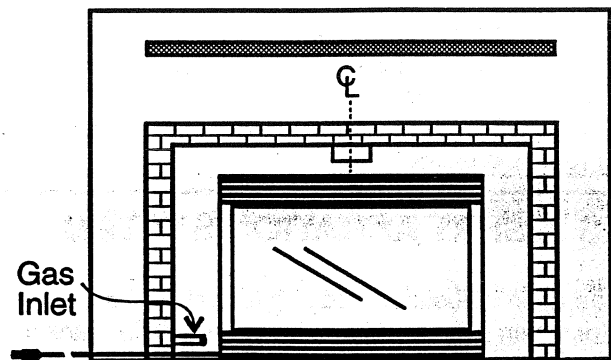
Air for combustion is drawn in through the front of the unit, therefore, the front of the unit must be kept clear of any obstructions.

## GAS CONNECTION

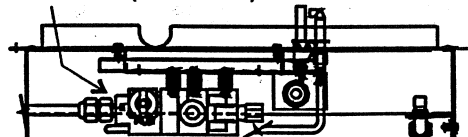
### GAS CONNECTION WARNING:

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

- 1) If the appliance is to be installed into an existing chimney system, thoroughly clean the masonry or factory built fireplace.
- 2) The appliance is provided with an opening on the left hand side of the control compartment. A 1/2" gas supply pipe must be brought near this inlet hole. (See Diagram 3 on page 11)



Gas Valve (inlet side)



# INSTALLATION

- 3) Locate the center point where the vent will pass through the chimney above the appliance. Move the appliance into the exact location where it is to be installed. Ensure that the Insert is level.
- 4) The installer must provide a valve with a plugged tapping, accessible for test gauge connection, immediately upstream of the gas supply connection to the appliance.

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

Pipe Length (feet)	Recommended Gas Pipe Diameter			
	Schedule 40 pipe Inside Dia.		Tubing, Type L Outside Dia.	
	N.G.	L.P.	N.G.	L.P.
0 - 10	1/2" 1.3 cm	3/8" 1.0 cm	1/2" 1.3 cm	3/8" 1.0 cm
10 - 40	1/2" 1.3 cm	1/2" 1.3 cm	5/8" 1.6 cm	1/2" 1.3 cm
40 - 100	1/2" 1.3 cm	1/2" 1.3 cm	3/4" 1.6 cm	1/2" 1.3 cm
100 - 150	3/4" 2.0 cm	1/2" 1.3 cm	7/8" 2.3 cm	3/4" 2.0 cm

**NOTE:** Some areas allow copper tubing or galvanized pipe - check local codes. **Never use plastic pipe.**

## HIGH ELEVATION

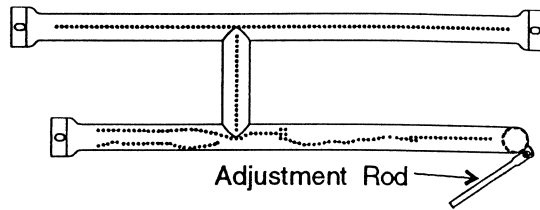
This unit is approved in Canada for altitude 0 to 2000 ft. with the orifice supplied. For installations above 2000 feet, follow current CAN/CGA-B149.1 and B149.2. In USA refer to ANSI Z223.1-1988, Appendix F, for re-sizing orifice.

## GAS INSERT AERATION SYSTEM

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

The burner aeration is factory set but may need adjusting due to either the local gas supply, air supply or altitude. This adjustment is performed by the installer and is primarily used in installations at high elevations. Push the rod for a more yellow flame, or pull the rod to make the flame bluer.

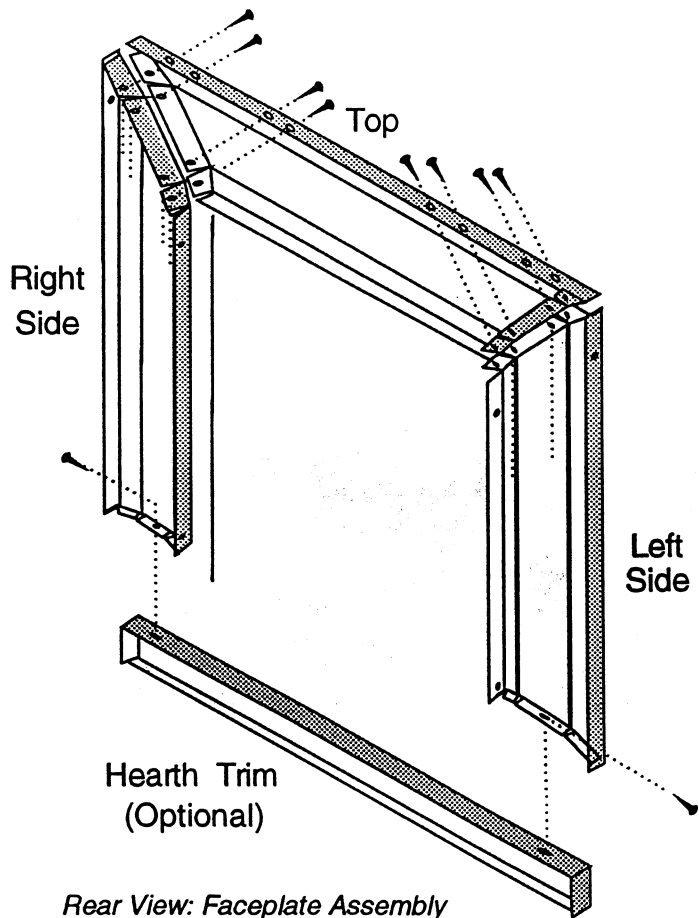
Natural Gas: 3/8" open  
Propane: fully open



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

## FACEPLATE & TRIM INSTALLATION

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



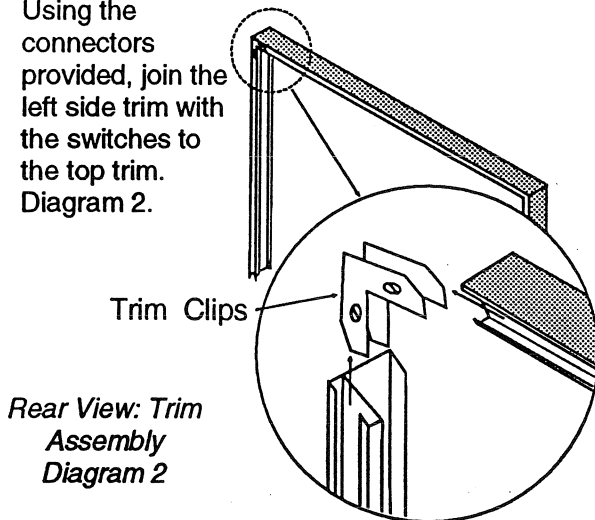
# INSTALLATION

Hint: Don't tighten the screws down completely at this point, continue on with steps 3) to 5) and do a trial fit to the unit. Make any necessary adjustments and when it fits properly then tighten down the screws.

**Hearth Trim Option:** Hearth Trim is an option that can be used to finish off the installation when the bottom of fireplace is higher than the hearth. Attach the Hearth Trim to the bottom of the faceplate side panels with the screws provided. See Diagram 1.

- 3) Pull black and red wires through grommet and connect to on/off switch.

- 4) Using the connectors provided, join the left side trim with the switches to the top trim. Diagram 2.



- 5) Place the trim on the assembled faceplate panels, aligning the wire connections from the switches with the notch on the left side panel.
- 6) Connect the right side trim to the top trim.
- 7) Connect the plug end from the switches to the matching plug from the unit. Make sure the plugs are pushed together as far as they can go. Push the connection into the hole in the side of the insert so it is locked into place. Tuck the wires into the faceplate to keep them away from the insert using the clip provided. Attach the clip to the rear of the faceplate to ensure that the wires do not touch the side of the unit. Diagram 3.
- 8) The power cord should be run behind the faceplate panel.
- 9) Attach the brass trim to the faceplate by drilling a 1/8" hole through into the faceplate using the hole

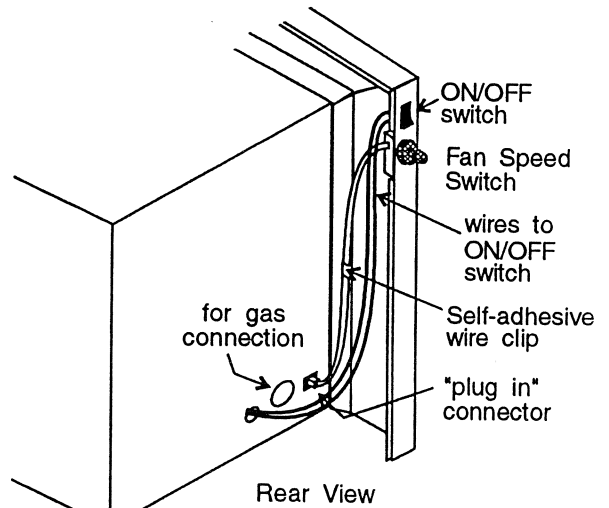


Diagram 3

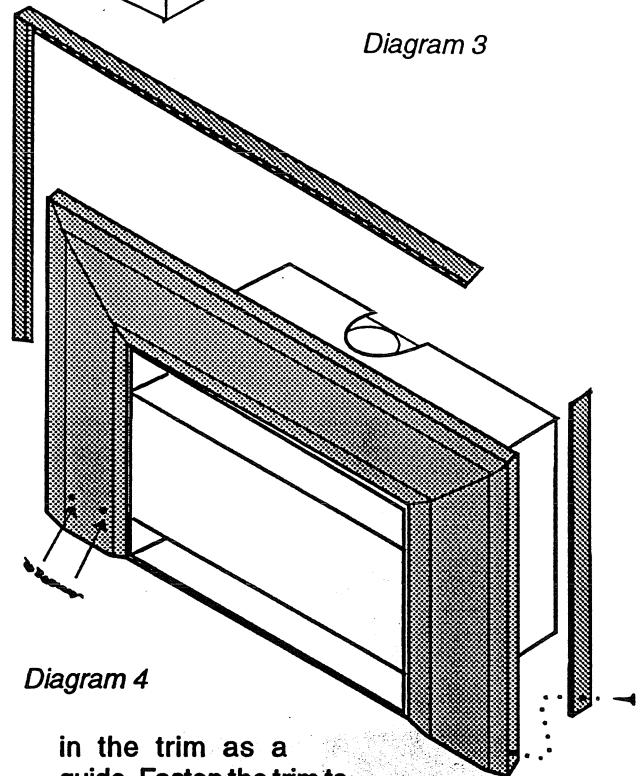


Diagram 4

in the trim as a guide. Fasten the trim to the faceplate panels using the plated screws. Diagram 4.

- 10) Attach the faceplate panel to the insert body using the 4 remaining black screws. Diagram 5.

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

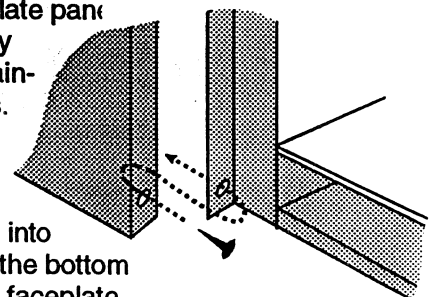
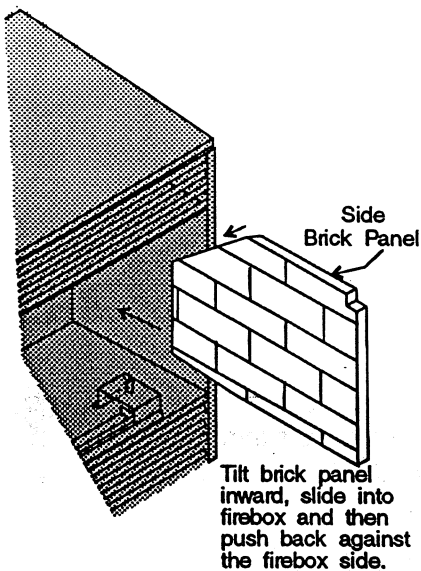
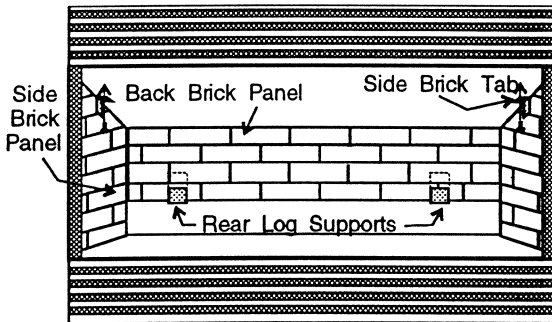


Diagram 5

# INSTALLATION

## OPTIONAL BRICK PANEL

- 1) Unwrap the brick pattern panels from the protective wrapping.
- 2) Remove the glass front if it is already installed (see page 13). Position the back panel first.
- 3) Before installing the side brick panels, remove the two brick tabs on each side of the firebox. Slide the side brick panels into place from the front of the firebox. Tilt the side panels inward when sliding them in and then push back tight against the side walls. Replace the brick tab to hold the brick panels in position.



- 4) The brick panels should be tight against the firebox sides and back. The side panels should be flush with the glass.

Use caution when sliding side panels in as they can easily be scratched.

## LOG INSTALLATION

**WARNING: Dangerous operating conditions may occur if these logs are not positioned in their approved locations. Read the instructions below carefully and refer to the diagrams. If logs are broken do not use the unit until they are replaced. Broken logs can interfere with the pilot operation and cause an explosion.**

The gas log kit contains the following:

- a) Front Log - Part # 902-161
- b) Rear Log (with knot) - Part # 902-160
- c) Small Cross Logs (2) 8" long - Part # 902-162
- d) Embers - Part # 650-934

(Part # 400-947 for the set of four logs)

**NOTE:** If you are going to install the Flush Glass Front, install the glass support plate (see page 13) prior to installing the logs.

- 1) Remove the logs from the heater and carefully unwrap them. **The logs are fragile, handle with care - DO NOT FORCE** into position.

- 2) Place embers along full length of the front burner tray. Embers should be about the size of the end of your thumb.

**Keep embers clear of the pilot and make sure the embers do not prevent the front log from sitting properly on the front log stands. See Dia.1.**

- 3) Carefully place the rear log (with no cutouts) so it rests on the rear supports (with the flat part of the log to the back) and then push the log flush against the back. Center the log, relative to the rear burner. The knot in the log should sit just to the right of center. See dia.1 & 2.

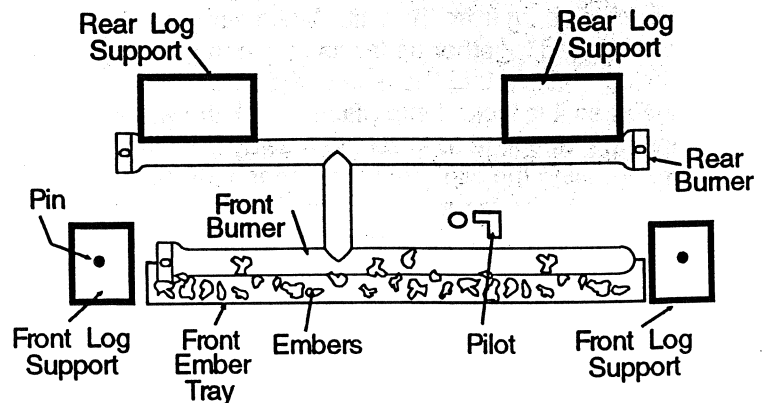
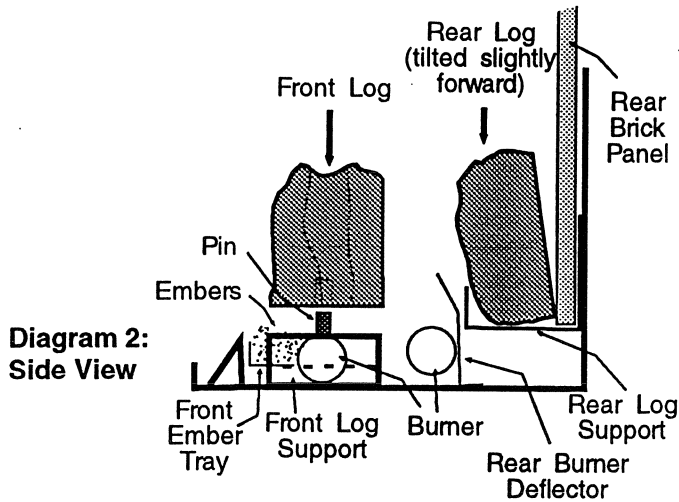


Diagram 1: Top View



- 4) Place the front log on pins on the two front log supports, the log must be even with the front edge of the supports. See dia. 1, 2 & 3.
- 5) **The cross logs must be positioned on the front and rear logs as shown in Dia. 4.** Incorrectly positioned cross logs will affect the flame pattern and proper operation of the unit. Use the two top holes in the front log for positioning. The inside edge of the left log is even with the left edge of the hole and the "thumb" just touches the front edge of the hole. The inside edge of the right log is even with the right edge of the hole and the "thumb" is centered above the knot in the rear log.

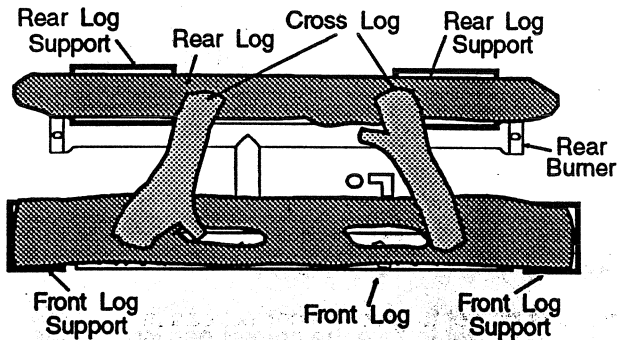


Diagram 3: Top View

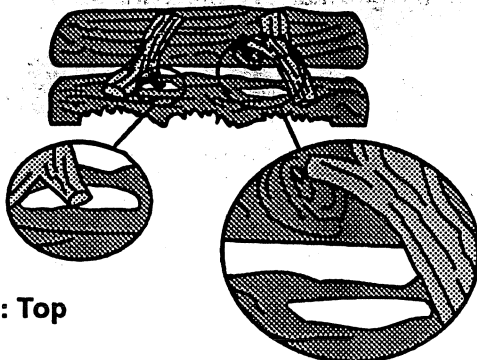
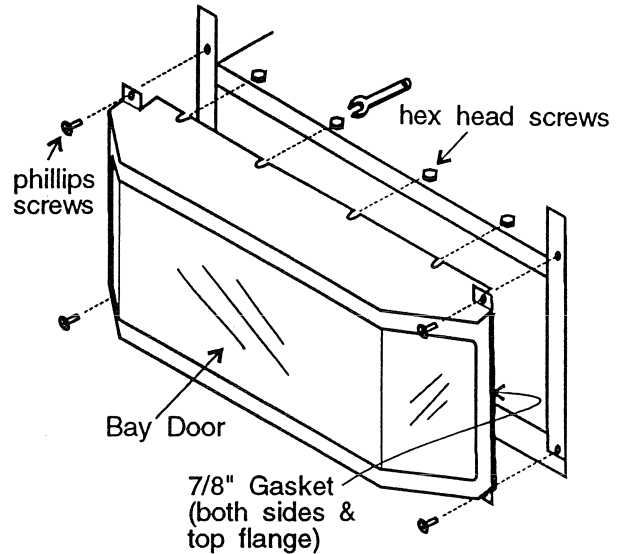


Diagram 4: Top View

## GLASS FRONT INSTALLATION

### Bay Door Option (3 Panel) Part #: 400-930

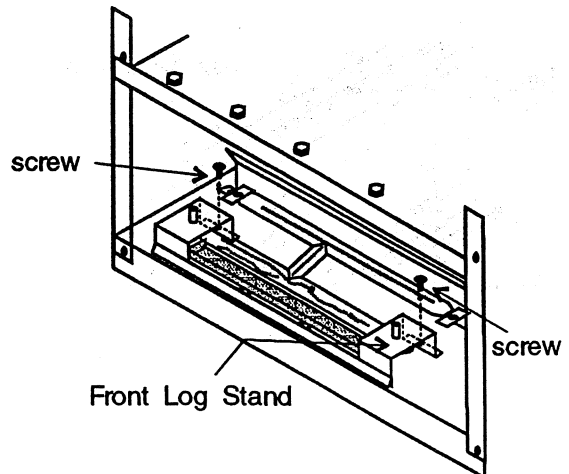
- 1) Remove the top louver from the unit.
- 2) Release (1 turn) the 4 hex head screws on top.
- 3) Place bay door on unit.
- 4) Install 4 phillips screws.
- 5) Tighten 4 hex head screws
- 6) Install top louver.



### Flush Door Option (1 Pc. Glass)

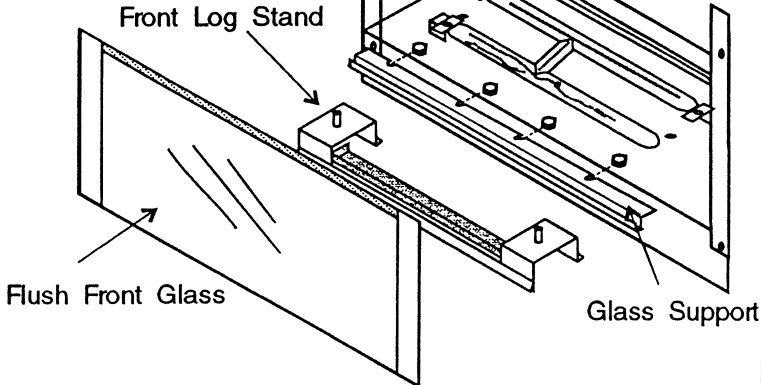
#### Part #: 400-932

- 1) Remove the top louver.
- 2) Release (1 turn) 4 hex head screws on top.
- 3) Remove the front log stand by removing the 2 screws.

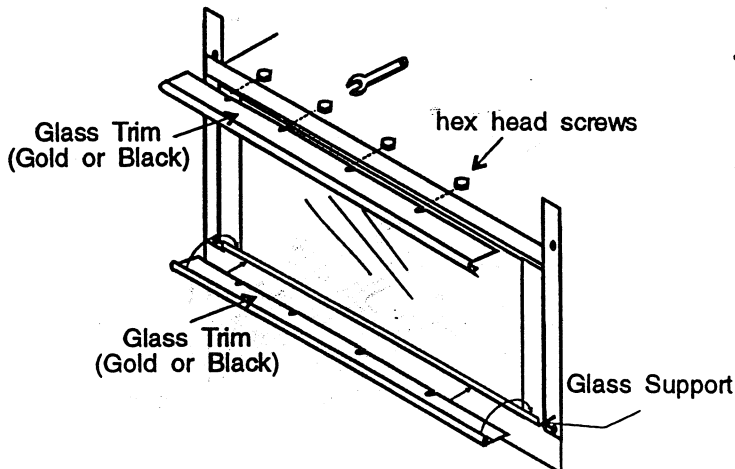
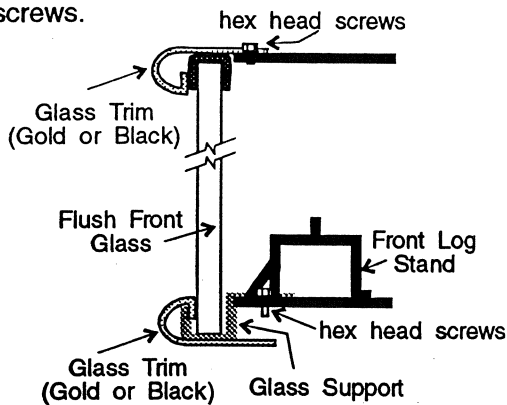


# INSTALLATION

- 4) Install the glass support plate and secure using the 4 hex head screws supplied with the Flush Door. Replace the front log stand and secure with the 2 screws.



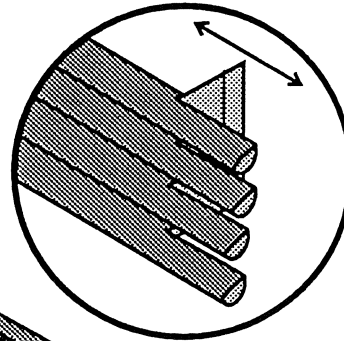
- 5) Place flush glass on glass support plate.  
6) Install the top glass trim and secure with the 4 hex head screws.



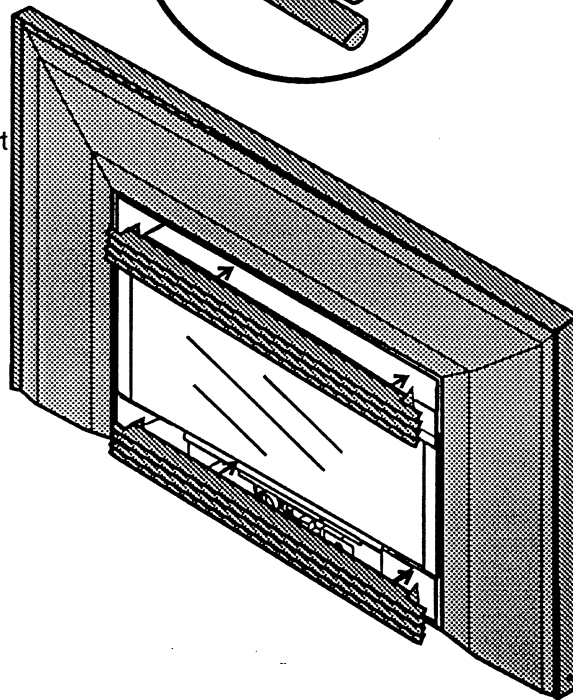
- 7) Install the bottom glass trim by hooking the trim into the glass support plate.  
8) Install top louver.

## LOUVERS

The louvers are held in place by friction fit, if the louvers need to be adjusted; bend the bracket out as shown in the diagram. Louvers must be installed as shown.



Bend tabs for tightness adjustment.



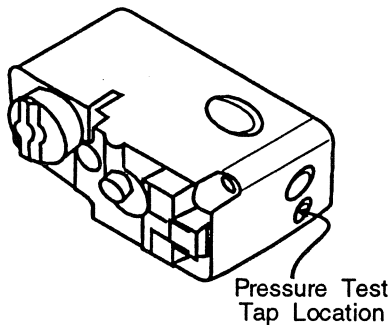
## GAS PRESSURE TEST

The unit is preset to give the correct gas input at the specified manifold pressures shown on the label. The maximum gas manifold pressure is:

Natural Gas	3.5" w.c.
Propane	11.0" w.c.

The manifold pressure is controlled by a regulator built into the gas control, and should be checked at the pressure test point. This is a 1/8" NPT plugged tapping located on the gas control, near the outlet to the main burner.

The pressure check should be carried out with the unit burning and the setting should be with the limits specified.



**Note:** The thermally activated safety switch will sense the change in temperature and shut down the gas valve in the event of a severe downdraft of air or a blocked or disconnected vent. The switch acts as a safety shut-off to prevent a build up of carbon monoxide. If the flue is blocked or has no "draw", the switch will automatically shut off the supply of gas within 5 - 10 minutes. Tampering with the switch can result in carbon monoxide (CO) poisoning and possible death.

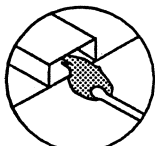
## TEST FOR FLUE SPILLAGE

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

- 1) Start all exhaust fans in the home and then close all external doors and windows in the house.
- 2) Light the unit and set controls to maximum. Turn fan off.
- 3) After five minutes, test that there is a "pull" on the flue by placing a smoke match, cigarette or similar device which gives off smoke, in front of the spill tube. To ensure a valid test, place a scrap piece of sheet metal (or other non-combustible material) between the spill tube and the upper louver, this will prevent the natural convection of the unit from interfering with the test. See diagrams below.

The smoke should be drawn into the spill tube, if it does not, leave the unit for a further five minutes and retest as above. If the smoke is still not drawn into the spill tube, turn the unit off and check for the cause of the lack of draft. If necessary, seek expert advice.

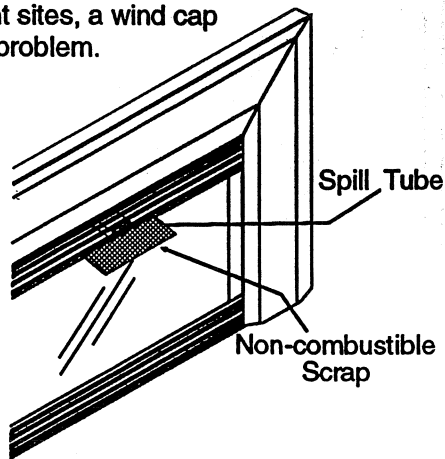
For wind turbulent sites, a wind cap may remedy the problem.



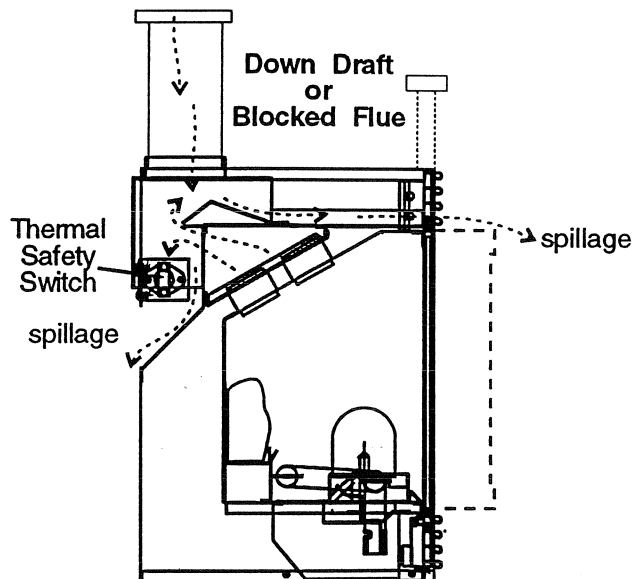
normal draft



downdraft or block flue



If the heater turns off because of lack of draft during the spillage test, check for the cause and if necessary, seek expert advice.



**The thermally actuated safety switch will automatically reset after it has reduced in temperature. The switch will continue to cycle until the draft problem is corrected. DO NOT BYPASS OR DISCONNECT THIS SWITCH.**

# INSTALLATION

## OPTIONAL WALL THERMOSTAT INSTALLATION

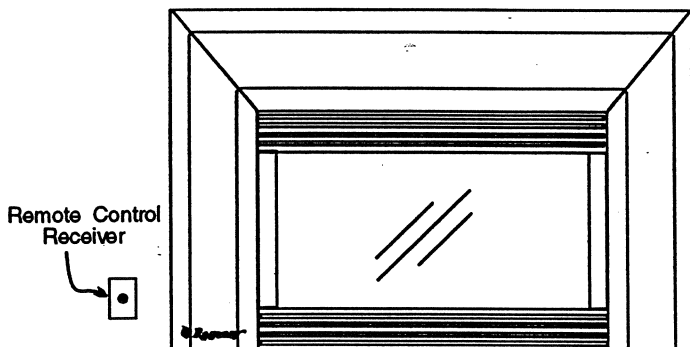
A wall thermostat may be installed if desired, follow the wiring diagram on page 7. The thermostat is not supplied by Regency, use a CSA, ULC or UL approved millivolt thermostat, 250-75 millivolt rated. A non-anticipator type thermostat is recommended. The maximum recommended length of wire from the valve to the thermostat is 20 ft.

Recommended Maximum Lead Length (Two-Wire) When Using Wall Thermostat (CP-2 System)	
Wire Size	Max. Length
14 GA.	100 Ft.
16 GA.	64 Ft.
18 GA.	40 Ft.
20 GA.	25 Ft.
22 GA.	18 Ft.

## OPTIONAL REMOTE CONTROL INSTALLATION

Use the Regency Ultimate Insert Remote Control Kit (Part # 846-955) approved for this unit. Use of other systems may void your warranty.

Due to the high temperatures inside the valve compartment we recommend that the receiver is housed in an electrical receptacle box that is as close to the unit as possible. Remember that you have to be able to access the receiver to change batteries.





# OPERATING INSTRUCTIONS

## OPERATING INSTRUCTIONS

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

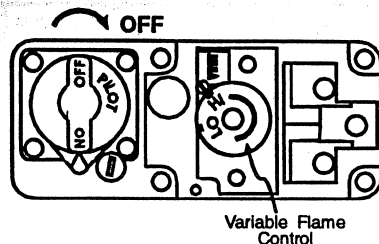
- 1) Read and understand these Instructions before operating this appliance.
- 2) Check to see that all wiring is correct and enclosed to prevent possible shock.
- 3) Check to ensure there are no gas leaks.
- 4) Make sure the glass door is in place. Never operate the appliance with the door glass removed.
- 5) Verify that all venting and the cap is unobstructed.
- 6) Verify log placement. If the pilot cannot be seen when lighting the unit - the logs or the embers have been incorrectly positioned.
- 7) The unit should never be turned off and on without a minimum of a 60 second wait.
- 8) When lighting the appliance, the inside of the glass may fog up. This will burn off after a few minutes of operation.

**DO NOT BURN THE APPLIANCE WITH THE GLASS ASSEMBLY REMOVED.**

## LIGHTING PROCEDURE

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

- 1) Open the bottom louver assembly
- 2) If the control knob is in the "OFF" position proceed to Step 5.
- 3) Push in gas control knob slightly and turn clockwise to "OFF". Knob cannot be turned from "PILOT" to "OFF" unless knob is pushed in slightly. Do not force.



- 4) Wait five minutes to allow gas, that may have accumulated in the main burner compartment, to escape. If you do smell gas, follow the instructions on the front of this manual. If you don't smell gas continue on to the next step.
- 5) Turn the gas control counterclockwise to "PILOT".
- 6) Push in control knob all the way and hold in. Continually push and release the red button on spark igniter until pilot lights. Continue to hold the control knob in for approximately one minute, then release the gas control knob. The pilot flame should continue to burn. If the pilot does not remain lit, repeat operation allowing a longer period before releasing gas control knob.
- 7) Turn gas control knob counterclockwise to "ON".
- 8) Use the rocker switch to operate main burner.
- 9) Rotate the variable flame control to adjust the flame height higher or lower.
- 10) Close the bottom louver assembly.

## SHUTDOWN PROCEDURE

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

# OPERATING INSTRUCTIONS

## Copy of Lighting Instruction Plate

### FOR YOUR SAFETY READ BEFORE LIGHTING

This appliance must be installed in accordance with local codes, if any; if not, follow the current CAN1-B149/ANSI Z 223.1-1980

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

- A) This appliance has a pilot which must be lighted by hand. When lighting the pilot, follow these instructions exactly.
- B) BEFORE LIGHTING smell all around the appliance area for gas. Be sure to smell next to the floor because some gas is heavier than air and will settle on the floor.
- C) Use only your hand to push in or turn the gas control knob. Never use tools. If the knob will not push in or turn by hand, don't try to repair it, call a qualified service technician. Force or attempted repair may result in a fire or explosion.
- D) Do not use this appliance if any part has been under water. Immediately call a qualified service technician to inspect the appliance and to replace any part of the control system and any gas control which has been under water.

#### WHAT TO DO IF YOU SMELL GAS


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

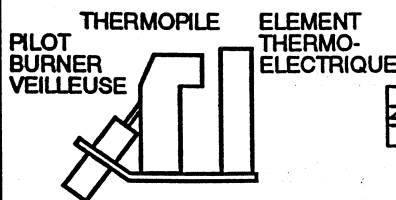
This appliance needs fresh air for safe operation and must be installed so there are provisions for adequate combustion and ventilation air.



**CAUTION:** Hot while in operation. Do not touch. Due to high surface temperatures keep children, clothing and furniture, away. Keep burner and control compartment clean. See installation and operating instructions accompanying appliance.

### LIGHTING INSTRUCTIONS


**STOP!** Read the safety information above on this label.

- 1) Push in gas control knob slightly and turn clockwise  to "OFF". Knob cannot be turned from "PILOT" to "OFF" unless knob is pushed in slightly. Do not force.
- 2) Wait five (5) minutes to clear out any gas. If you then smell gas **STOP!** follow "B" in the safety information above on this label. If you don't smell gas, go to the next step.
- 3) Turn knob on gas control counter-



- clockwise  to "PILOT".
- 4) Push in control knob all the way and hold in. Continually push and release the red button on spark igniter until pilot lights. Continue to hold the control knob in for about 1/2 minute after the pilot is lit. Release knob and it will pop back up. Pilot should remain lit. If it goes out, repeat steps 1) to 4). If knob does not pop up when released, stop and immediately call your service technician or gas supplier. If the pilot will not stay lit after several tries, turn the gas control knob to "OFF" and call your service technician or gas supplier.
- 5) Turn gas control knob counterclockwise to "ON". 
- 6) Use rocker switch to operate main burner.

### TO TURN OFF GAS APPLIANCE

- 1) Push in the gas control knob slightly and turn clockwise  to "OFF". Do not force.
- 2) Turn off all electric power to the appliance if service is to be performed.

**DO NOT REMOVE THIS INSTRUCTION PLATE**

908-497

## FIRST FIRE

The first fire in your stove is part of the paint curing process. To ensure that the paint is properly cured, light the unit and leave it on for 5 minutes and let it cool down for 30 minutes. Repeat 3 or 4 times. When first operated, the unit will release an odour caused by the curing of the paint, the burning off of any oils remaining from manufacturing and burning off the starch in the gas logs.

The glass panel will require cleaning after the unit has cooled down. **DO NOT ATTEMPT TO CLEAN THE GLASS WHILE IT IS HOT. NEVER OPERATE THE UNIT WITH THE DOOR OPEN.**

## AUTOMATIC CONVECTION FAN OPERATION

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

## MAINTENANCE INSTRUCTIONS

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

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

- 2) Clean glass (never when unit is hot), appliance, door and louvers with a damp cloth. Never use an abrasive cleaner. The gold louvers (and optional gold door) may be scratched if abrasives are used to clean them.

The heater is finished in a heat resistant paint and should only be refinished with heat resistant paint (not with wall paint). Regency uses Stove Brite Paint - Metallic Black #6309.

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

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

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

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

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

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

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

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

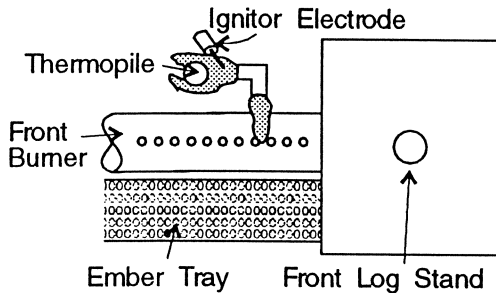
**Never operate the appliance without the glass properly secured in place or with the door open.**

- 7) Periodically check the pilot flames, there should be two strong blue flames approx. 3/4" long - 1 flame to the front burner, and 1 to the thermopile. See diagrams below.

If you have an incorrect flame pattern, contact your Regency dealer for further instructions.

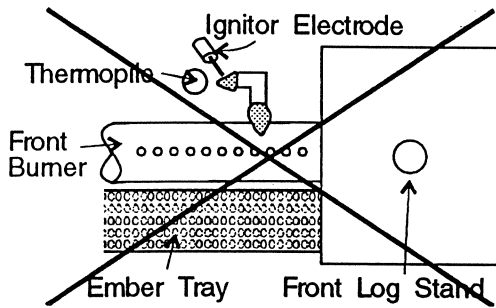
# MAINTENANCE

Correct flame pattern has two strong blue flames: 1 flowing around the thermopile and 1 reaching towards the front burner (it does not have to be touching the burner).



Top View of pilot flame.

Incorrect flame pattern will have small, probably yellow flames, not coming into proper contact with the front burner or thermopile.



Top View of pilot flame

## Log Replacement

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

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

## Door Gasket and Glass Gasket

If the door gasket requires replacement use 5/8" flat glass gasket (Part # 846-530). See your Regency Dealer.

## Gold-Plated Trim

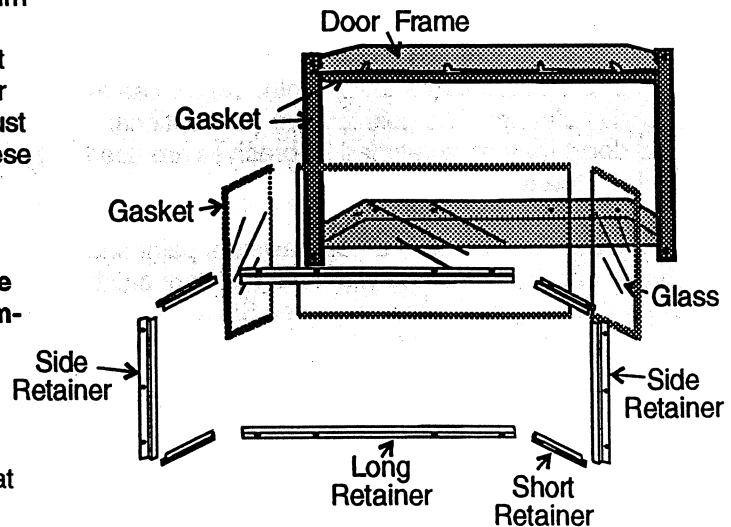
The 24 carat gold plated finish on the trim requires little maintenance, and need only be cleaned with a damp cloth. **DO NOT** use abrasive materials or chemical cleaners, as they may harm the finish and void the warranty. Clean any fingerprints off before turning the unit on. **If the top louvers start to discolor, check the door gasket seal and replace if necessary.**

## Bay Door Glass Replacement

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

### Glass Removal

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



## Flush Glass Replacement

Use the instructions on page 13 for replacing the Flush Glass Front.

## Fan Maintenance

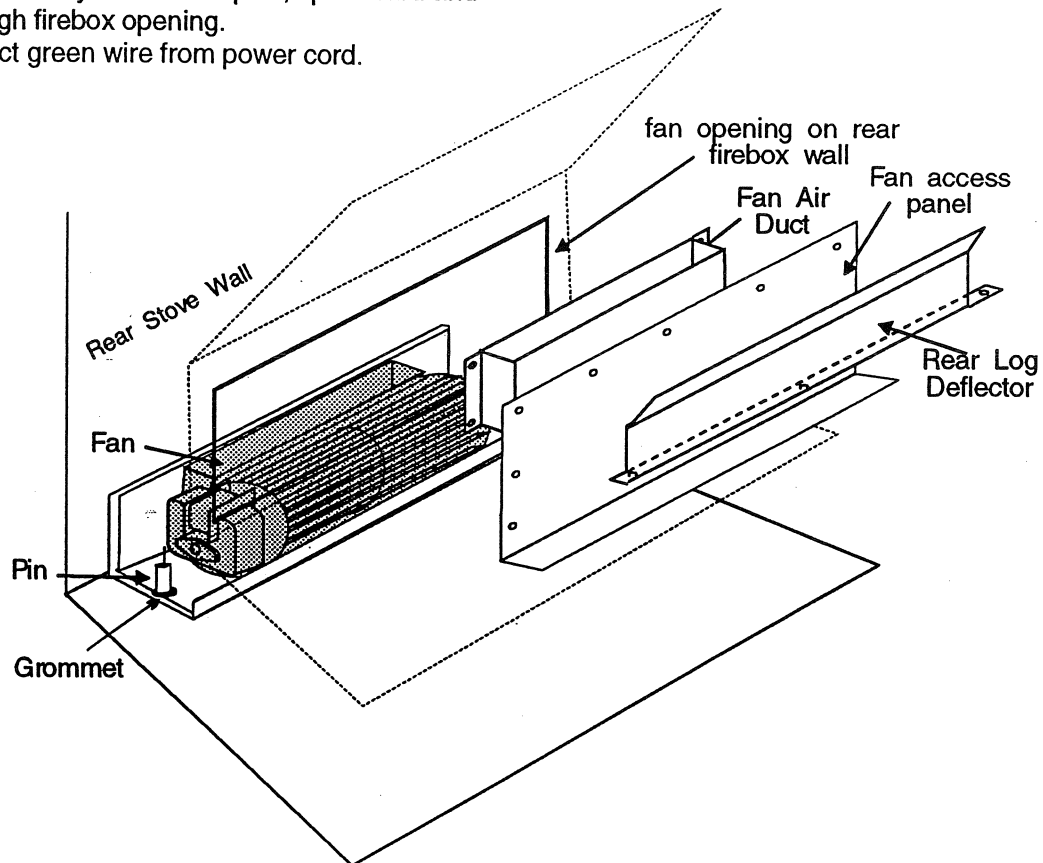
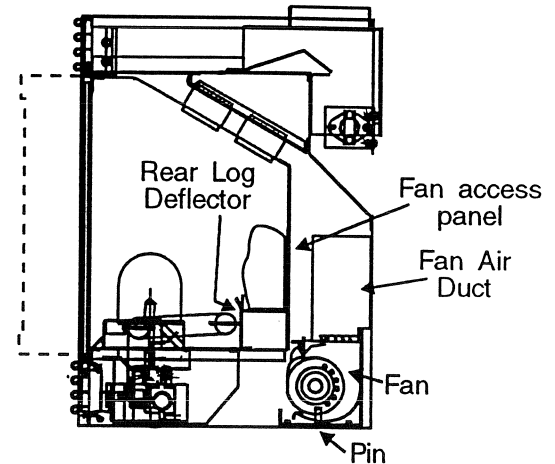
If your fan requires maintenance or replacement, access to the fan is through the plate on the rear wall of the firebox. **NOTE: the unit MUST NOT be operated without the fan access panel securely in place.**

### To remove fan:

- 1) Turn the gas supply off and allow the unit to cool to room temperature.
- 2) Unplug or disconnect power source to stove.
- 3) Remove all logs and the rear burner tube deflector then remove the screws holding the access panel in place.
- 4) Unplug the wires from the fan motor (from inside the stove).
- 5) Lift fan assembly off of the 2 pins, tip forward and pull through firebox opening.
- 6) Disconnect green wire from power cord.

### Replacing fan:

Reverse above steps. Hint for pushing fan down onto pins - rub a bit of dish soap on the grommet so it will slide more easily onto the pin. Check to make sure the fan is seated properly on the pins - try to move the fan back and forth, there should be no noise, if there is check that the grommets haven't come loose.



# PARTS LIST

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## PARTS LIST

- 400-915 Fan Assembly
- Door Gasket
- 400-947 Log Set
- 650-934 Embers
- 400-9 Burner
- 400-960 Valve Assembly - Natural Gas
- 400-962 Valve Assembly - Propane
- 940-300 Lg. Flush Glass
- 940-301 Sm. Side Glass for Bay Front
- 940-302 Lg. Center Glass for Bay Front

# WARRANTY

Regency Fireplace Products are designed with reliability and simplicity in mind. In addition, our internal Quality Assurance team carefully inspects each unit thoroughly before it leaves our door. Regency Industries Ltd. is pleased to extend this warranty to the original purchaser of a Regency product.

## HEAT EXCHANGER & COMBUSTION CHAMBER

Regency Industries Limited warrants all Combustion Chambers to be free from defects in workmanship & material to the original purchaser for a period of 5 years from date of purchase.

Note: Discoloration and some minor movement of certain parts is normal and is not a defect and therefore not covered under warranty. Overfiring of any appliance can cause serious damage and it is the responsibility of the installer to ensure that the appliance is firing as per rating plate.

## ELECTRICAL COMPONENTS

Electrical components & valves are warranted for 1 year from purchase date.

Note: Any part or parts which in our judgement show evidence of such defects will, at our option, be re-

paired or replaced through an accredited distributor or agent, provided that the defective part(s) is shipped back PREPAID to the distributor or agent.

## CONDITIONS & EXCLUSIONS

The serial # of the unit must be supplied along with the bill of sale, showing date of purchase, at time of claim being submitted. This unit must be installed by a Qualified Gas Fitter: **any service call related to improper installation will not be honored.**

**The appliance must be installed according to the installation instructions provided.**

Products made by other manufacturers and used in conjunction with the operation of this appliance may nullify your warranty. Regency Industries Ltd. shall in no event be liable for any special, indirect, consequential damages of any nature whatsoever which are in excess of the original purchase price of the product.

The warranty will not extend to paint, glass, logs, burners or trim. The warranty will not extend to any part which has been tampered with or altered in any way, or in our judgement has been subjected to misuse, negligence or accident.

Complete the following information for future reference: Serial No. \_\_\_\_\_  
Date Purchased \_\_\_\_\_ Model \_\_\_\_\_  
Dealer's Name and Address \_\_\_\_\_