

# Installation Instructions

**IMPORTANT:** Read these instructions completely before attempting to install the accessory supply air duct cover.

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Cover Assembly	1
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## SAFETY CONSIDERATIONS

Installation and servicing of air-conditioning equipment can be hazardous due to system pressure and electrical components. Only trained and qualified service personnel should install, repair, or service air-conditioning equipment.

Untrained personnel can perform the basic maintenance functions. All other operations should be performed by trained service personnel. When working on air-conditioning equipment, observe precautions in the literature, tags and labels attached to the unit, and other safety precautions that may apply.

Follow all safety codes. Wear safety glasses and work gloves.

Recognize safety information. This is the safety-alert symbol . When you see this symbol on the unit and in instructions or manuals, be alert to the potential for personal injury.

Understand the signal words DANGER, WARNING, and CAUTION. These words are used with the safety-alert symbol. DANGER identifies the most serious hazards which **will** result in severe personal injury or death. WARNING signifies a hazard which **could** result in personal injury or death. CAUTION is used to identify unsafe practices which **may** result in minor personal injury or product and property damage. NOTE is used to highlight suggestions which **will** result in enhanced installation, reliability, or operation.

## WARNING

### ELECTRICAL SHOCK HAZARD

Failure to follow this warning could cause personal injury and/or death.

Before performing service or maintenance operations on unit, always turn off main power switch(es) to unit and install lockout tag(s). Unit may have more than one power switch.

## CAUTION

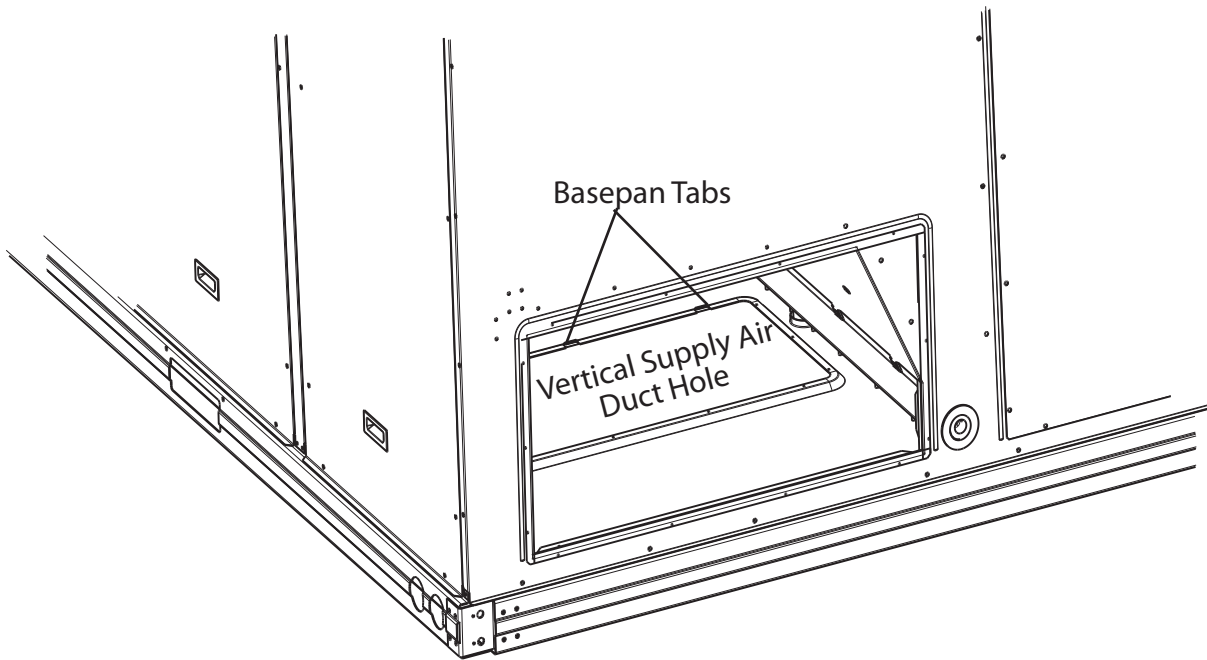
### CUT HAZARD

Failure to follow this caution may result in personal injury.

Sheet metal parts may have sharp edges or burrs. Use care and wear appropriate protective clothing, safety glasses and gloves when handling parts and servicing unit.

## GENERAL

For those units covered by this accessory, a duct cover is needed to convert the unit from vertical supply (factory default) to horizontal supply. This cover is provided in this accessory. The horizontal duct cover for the return section, provided with the unit, can be used to convert the return duct from vertical (factory default) to horizontal return and therefore a return duct cover is not provided with this accessory.



**Fig. 1 - View Through Horizontal Supply Air Duct Hole with Cover Removed**

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## **INSTALLATION**

1. Turn off all electric power to the unit, and follow appropriate lock-out/tag-out procedures.
2. Remove horizontal supply air duct cover.
3. Slide vertical supply duct cover accessory (hereafter the “cover”) thru the horizontal supply air duct hole and over the vertical supply duct hole, keeping in mind that the cover can fall thru the hole.
4. Engage the mating basepan tabs on the far side of the hole with the cover.
5. Screw down the cover on the remaining 3 sides using the screws provided.
6. Depending on where you are in the unit installation procedure, reinstall the horizontal supply air duct cover to keep debris out of the unit *or*, discard the horizontal supply air duct cover and install the horizontal supply air duct.
7. After all other work in and around the unit is complete, reverse lock-out/tag-out procedure and apply power to the unit.