Installation Instructions

IMPORTANT: Read these instructions completely before attempting to install this accessory.

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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 result in personal injury and/or death.

Before performing service or maintenance operations on unit, turn off main power switch to unit and install lockout tag on disconnect.

CAUTION

CUT HAZARD

Failure to follow this caution may result in personal injury.

When performing maintenance functions inside your unit, be aware of sharp sheet metal parts and screws. Although special care is taken to reduce sharp edges to a minimum, be extremely careful and wear appropriate protective clothing, safety glasses and gloves when handling parts or reaching into the unit.

GENERAL

This accessory package consists of a hinged door, frame assembly, and screws. Use this accessory kit to enable additional access to the filters for replacement.

BEFORE INSTALLING

Inspect the contents of this accessory package before installing. File a claim with the shipper if contents are damaged or parts are missing.

INSTALLATION

1. Remove the screws securing the horizontal return duct cover. (See Fig. 1.) Save screws and discard the duct cover.
2. There are snap in wire ties for the harness snapped into a hole in the horizontal return opening flanges. Remove wire ties. (See Fig. 2.) Coil up wire harness with supplied wire ties.
3. Position the filter access door assembly over the horizontal return opening. Note that the door must swing to the right when opened. The latches will be on the left. (See Fig. 3.) Since there is seal strip covering the clearance holes in the filter door frame, it will be easier if an awl is used to align the clearance holes in the frame with the holes on the end of the unit.
4. Using screws saved from step 1, secure the door assembly to the unit for all holes except the four corners of the door frame assembly. DO NOT use a drill to secure these screws as there is risk they could be stripped using a drill. Use a hand tool to secure the screws. If the screws strip, a larger screw can be used as a replacement as long as it has a gasketed washer.
5. Use the self tapping screws with rubber washers shipped with the kit to secure the frame to the unit in the 4 corners of the frame. (See Fig. 3.) Note that a drill will be required to secure the self tapping screws.

6. Close door and secure shut with quarter turn latches.
Fig. 2 - Remove Wire Tie

Fig. 3 - Filter Door Assembly Installed (Note: Latches must be on the left.)