



# WOOD Fireplace Inserts & Hearth Heater

Owners & Installation Manual



MODELS: H2100 I1100S I2100M I3100L

Tested by:

Warnock Hersey



**Installer:** Please complete the details on the back cover  
and leave this manual with the homeowner.

**Homeowner:** Please keep these instructions for future reference.

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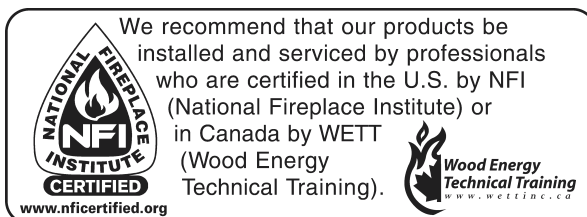
Thank-you for purchasing a  
**REGENCY FIREPLACE PRODUCT.**

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.

Keep those **REGENCY FIRES** burning.

**SAFETY NOTE:** If this Insert is not properly installed, a house fire may result. For your safety, follow the installation instructions, contact local building or fire officials about restrictions and installation inspection requirements in your area.

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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.

**Warmack Hersey**



**LISTED FACTORY BUILT FIREPLACE INSERT**  
**CERTIFIED FOR USE IN CANADA AND U.S.A.**  
**MODEL: 12100M**  
**TESTED TO: U.L.C S628-M91 / U.L 1482-1991**  
**REPORT NO. 632-323500 (OCT.1993)**

**DO NOT REMOVE THIS LABEL**


**105**

**REGENCY**  
FIREPLACE PRODUCTS

**INSTALL AND USE ONLY IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION AND OPERATING INSTRUCTIONS. INSTALL AND USE ONLY IN MASONRY FIREPLACE OR FACTORY BUILT FIREPLACE. CONTACT LOCAL BUILDING OR FIRE OFFICIALS ABOUT RESTRICTIONS AND INSTALLATION INSPECTION IN YOUR AREA.**

**MINIMUM CLEARANCES TO COMBUSTIBLE MATERIALS (MEASURED FROM INSERT BODY)**

ADJACENT SIDEWALL	A) 10 in / 255 mm
MANTLE	B) 17 in / 431 mm
TOP FACING	C) 10.25 in / 260 mm
SIDE FACING	D) 8 in / 205 mm




1/8" MINIMUM

**INSTALL ONLY ON A NON-COMBUSTIBLE HEARTH RAISED (F) 1.5IN/38MM ABOVE AN ADJACENT COMBUSTIBLE FLOOR. COMBUSTIBLE FLOOR MUST BE PROTECTED BY NON-COMBUSTIBLE MATERIAL EXTENDING (E) 16IN/405MM TO FRONT AND (G) 8 IN/205 MM TO SIDES FROM FUEL DOOR.**

**COMPONENTS REQUIRED FOR INSTALLATION:** 6IN / 150MM STAINLESS STEEL LINER.  
 OPTIONAL COMPONENT: FAN, ELECTRICAL RATING: VOLTS 115, 60 HZ, 0.6 AMPS  
 DO NOT REMOVE BRICKS OR MORTAR IN MASONRY FIREPLACE. FOR USE WITH SOLID WOOD FUEL ONLY. DO NOT USE GRATE OR ELEVATE FIRE. BUILD WOOD FIRE DIRECTLY ON HEARTH. OPERATE WITH FEED DOOR CLOSED, OPEN TO FEED FIRE ONLY. REPLACE GLASS ONLY WITH CERAMIC GLASS (5MM). INSPECT AND CLEAN CHIMNEY FREQUENTLY. UNDER CERTAIN CONDITIONS OF USE CREOSOTE BUILDUP MAY OCCUR RAPIDLY. DO NOT OVERFIRE. IF INSERT GLOWS YOU ARE OVER-FIRING.

**CAUTION**



**HOT WHILE IN OPERATION  
 DO NOT TOUCH. KEEP CHILDREN,  
 CLOTHING AND FURNITURE AWAY.  
 CONTACT MAY CAUSE SKIN BURNS.  
 READ ABOVE INSTRUCTIONS.**

Manufactured By:  
 FIREPLACE PRODUCTS INTERNATIONAL LTD.  
 6988 VENTURE ST., DELTA, BC V4G 1H4  
 MADE IN CANADA  
 908-337 rev. 11/00

**UNITED STATES ENVIRONMENTAL  
 PROTECTION AGENCY**  
 CERTIFIED TO COMPLY WITH  
 JULY 1990 PARTICULATE  
 EMISSION STANDARDS.  
 MANUFACTURED BY FPI LTD.

**SIGNATURE**

**DATE OF  
 MANUFACTURE**

☐ 2001  
☐ 2002  
☐ 2003

☐ 2004  
☐ 2005  
☐ 2006

**Jan** ☐ **Feb** ☐ **Mar** ☐ **Apr** ☐ **May** ☐ **June** ☐

**July** ☐ **Aug** ☐ **Sept** ☐ **Oct** ☐ **Nov** ☐ **Dec** ☐



# INSTALLATION

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.

## BEFORE INSTALLING YOUR INSERT

- 1) Read all instructions before installing and using your fireplace insert. Install and use only in accordance with manufacturer's installation and operating instructions.

- 2) Check your local building codes - Building Inspection Department. You may require a permit before installing your insert. Be aware that local codes and regulations may override some items in the manual.

**WARNING: Careless installation is the major cause of safety hazard. Check all local building and safety codes before installation of unit.**

- 3) Notify your home insurance company that you plan to install a fireplace insert 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.

Emissions from burning wood or gas could contain chemicals known to the State of California to cause cancer, birth defects or other reproductive harm.

## 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 with a 6" flue.

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

- 1) The insert must be tested and meet the requirements of UL 1482 (U.S.) and or ULC S628 (Canada) when tested in a masonry fireplace built per ULC S628.
- 2) The factory-built fireplace must be listed per UL 127 or ULC S610.
- 3) Clearances obtained from the masonry fireplace tests are also relevant for installation in factory-built fireplaces.
- 4) Installation must include a full height listed chimney liner type HT requirements (2100 degree F.) per UL 1777 (U.S.) or ULC S635 (Canada). The liner must be securely attached to the insert flue collar and the chimney top.
- 5) Means must be provided to prevent room air passage to the chimney cavity of the fireplace. This may be accomplished by sealing the damper area around the chimney liner, or sealing the fireplace front.
- 6) The air flow within and around the fireplace shall not be altered by the installation of the insert (i.e. no louvers or cooling air or outlet ports are blocked), unless specifically tested as such for each factory-built fireplace manufacturer and model line. (Note - using a louvered face plate (surround) complies with this requirement).
- 7) Alteration of the fireplace in any manner is not permitted with the following exceptions;
  - a. external trim pieces which do not affect the operation of the fireplace may be removed providing they can be stored on or within the fireplace for re-assembly if the insert is removed.
  - b. the chimney damper may be removed to install the chimney liner.
- 8) Circulating air chambers (i.e. in a steel fireplace liner or metal heat circulator) shall not be blocked.

- 9) Means must be provided for removal of the insert to clean the chimney flue.
- 10) Inserts that project in front of the fireplace must be supplied with appropriate supporting means.
- 11) A permanent metal warning label must be attached to the back of the fireplace stating that the fireplace must be restored to its original condition for safe use with out the insert.

In order for a solid-fuel insert to be certified for use in factory-built fireplaces, the above information must be clearly stated in the installation manual and appropriate markings. Final approval is contingent on the authority having jurisdiction.

## FIREPLACE SPECIFICATIONS

Your fireplace opening requires the following minimum sizes:

	Height	Width	Depth
Small (I1100S)	20"	23"	13.25"
Medium (I2100M)	21.5"	25"	17"
Large (I3100L)	25"	28"	17"
Hearth Heater (H2100M)	20.0"	--	--

Two faceplates are available to seal the fireplace opening:

Standard	Oversize
Small (I1100S) 36"W x 26"H	39.875"W x 30"H
Medium (I2100M) 40"W x 30"H	48"W x 33"H
Large (I3100L) 44"W x 32"H	50"W x 34.5"H
Hearth Heater (H2100M) 40 1/4"W x 30"H	48"W x 33"H

## INSTALLING YOUR INSERT

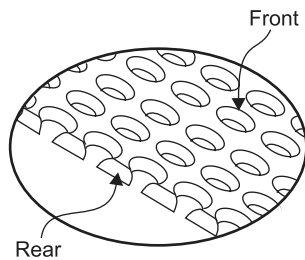
Your insert is very heavy and will require two or three people to move it into position. The insert can be made a little lighter by removing the cast iron door by opening it and lifting it off its hinges. Be sure to protect your hearth extension with a heavy blanket or carpet scrap during the installation.

### Convection Grills for I2100M & I3100L

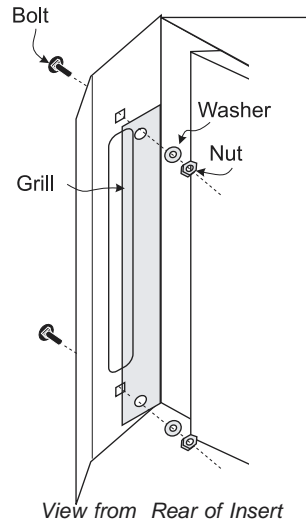
The convection grills are installed **before** the unit is positioned inside the fireplace.

# INSTALLATION

Position the grill on the inside bodyface side and fasten using the bolts, washers and nuts provided (2 per side) as shown in the diagrams.

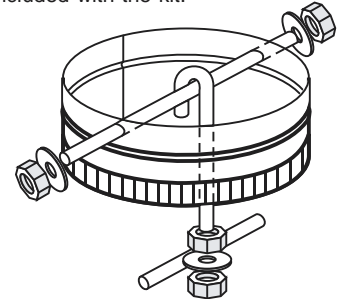


**Note:** The grill has a front and rear, the holes on the front side have rounded edges and the rear holes have flat edges.



## OPTIONAL FLUE CONNECTOR KIT

The optional Flue Connector Kit (Part # 846-527) and the Straight Flue Adaptor (Part #846-504) shown here, may be used to produce a secure connection between your flue connector and the insert collar. Detailed installation instructions are included with the kit.



## MASONRY AND FACTORY BUILT FIREPLACE CLEARANCES

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

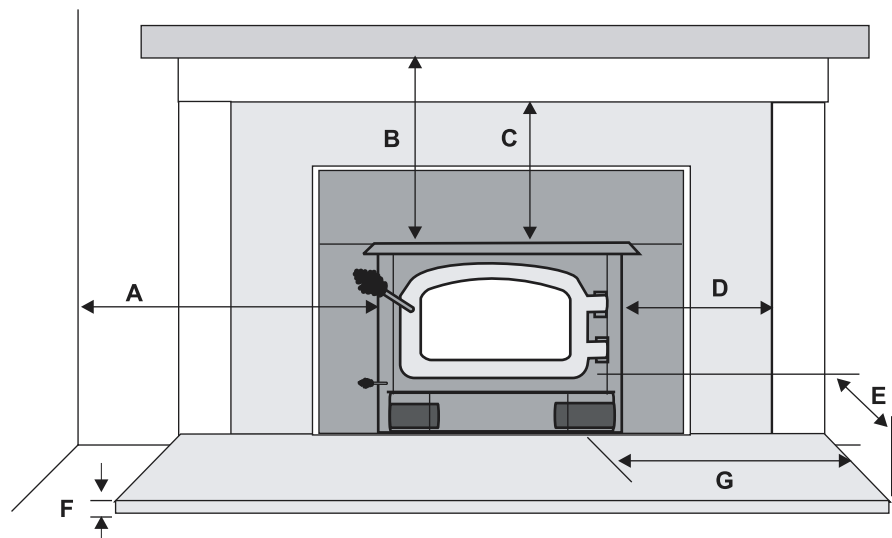
Unit	Adjacent Side Wall (to Side) A	Mantle** (to Top) B	Top Facing (to Top) C	Side Facing (to Side) D	Minimum Hearth Extension* E	Minimum Hearth Thickness* F	Minimum Hearth Side Extension G
<b>Small Flush Insert (I1100S)</b>	15"/380mm	20"/510mm	14"/355mm	7.375"/187mm	16"/406mm	1.5"/38mm	8"/205mm
<b>Medium Flush Insert (I2100M)</b>	10"/255mm	17"/430mm	10.25"/260mm	8"/203mm	16"/406mm	1.5"/38mm	8"/205mm
<b>Large Flush Insert (I3100L)</b>	13"/330mm	19"/480mm	18"/455mm	6.5"/165mm	16"/406mm	1.5"/38mm	8"/205mm
<b>Hearth Heater (H2100M)</b>	10"/255mm	25"/635 mm	14"/355mm	8.5"/216mm	18"/455mm	1.5"/38mm	6"/152mm

Side and Top facing is a maximum of 1.5" thick. Floor protection must non-combustible, insulative material with an R value of 1.1 or greater.

\* If the hearth extension is flush with the floor (F) it must extend 19.5" in front of the body face (E).

**Note:** Hearth Extension Width (G) is measured from edge of fuel door to side of hearth.

\*\* A non-combustible mantel may be installed at a lower height if the framing is made of metal studs covered with a non-combustible board.



Clearance diagram for installations

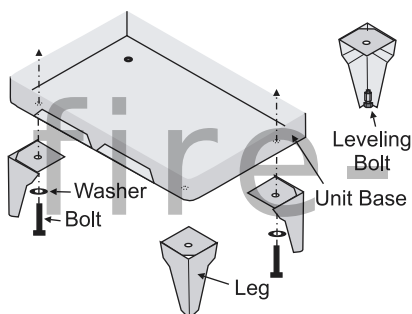
# INSTALLATION

## LEG OPTION ON H2100 HEARTH HEATER

The addition of legs to the Hearth Heater does not alter its certification, it does not become a freestanding woodstove. The H2100 can only be installed as a Hearth Heater i.e. vented into a masonry or factory built fireplace.

The instructions below apply to the steel leg, painted cast leg and the gold plated cast leg. It will be easier to attach the legs to the stove if it is tipped on its back (preferably on a soft surface to prevent scratching).

- 1) Thread the bolt and washer through the leg, and then into the nutsert in the base of the stove and tighten.
- 2) Level the stove by adjusting the levelling bolts in the bottom of each leg.

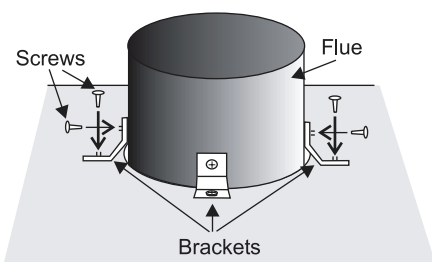


**NOTE:** Adding the legs changes the height of the unit, make sure you have sufficient clearance (min. 28") for your flue connection.

## FLUE CONNECTOR BRACKET

Package contains: 3 brackets and 6 screws.

These brackets are to be used to hold the flue liner (not supplied) to the Insert and keep the connection. The brackets are screwed into the top of the Insert in the pre-punched holes and then screwed into the flue liner.

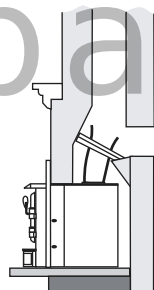


## INSTALLATION INTO A MASONRY FIREPLACE

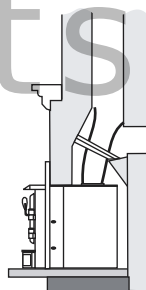
The insert must be installed as per the requirements of your local inspection authority. Three methods of flue connection are acceptable in most areas, these include:

- 1) Positive flue connection, where a large blocking plate and a short connector pipe is used.
- 2) Direct flue connection, where a smaller blocking plate and a connector pipe to the first flue liner tile is used.
- 3) Full flue liner, where a stainless steel rigid or flexible liner pipe is routed from the insert outlet collar to the top of the chimney.

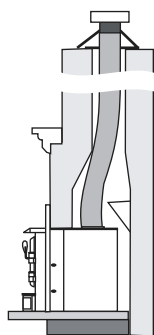
Regency highly recommends the use of a full liner as the safest installation and provides the most optimum performance. Your retailer should be able to help you decide which system would be the best for your application.



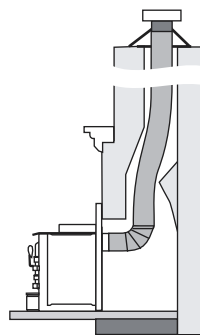
1) Positive Flue Connection with Cleanout



2) Direct Flue Connection with Cleanout



3a) Full Flue Liner (No Cleanout Required)



3b) Hearth Heater with Full Flue Liner (No Cleanout Required)

**Note:** A clean-out door is sometimes required, by your inspector, to be installed when either the Positive flue connection or Direct flue connection method is used.

The use of one of the connection methods listed on this page not only increases the safety of your insert by directing the hot gases up the flue, but will also help increase the unit's efficiency and decrease creosote deposits in the chimney.

When a connected flue or liner is in use, the insert is able to "breathe" better by allowing a greater draft to be created. The greater draft can decrease problems such as, difficult start-ups, smoking out the door, and dirty glass.

## INSTALLATION INTO A FACTORY BUILT FIREPLACE

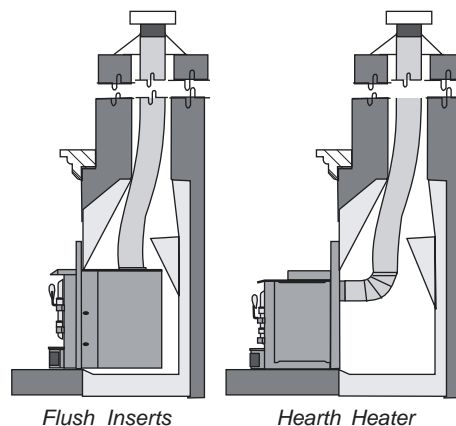
1) When installed in a factory built fireplace, a full stainless steel rigid or flexible flue liner is mandatory, for both safety and performance purposes. When a flue or liner is in use, the insert is able to breathe better by allowing a greater draft to be created. The greater draft can decrease problems such as, difficult start-ups, smoking out the door, and dirty glass.

2) In order to position the flue liner, the existing rain cap must be removed from your chimney system. In most cases the flue damper should also be removed to allow passage of the liner.

3) In most cases opening the existing spark screens fully should give enough room for the insert installation. If it does not, remove and store.

4) If the floor of your fireplace is below the level of the fireplace opening, adjust the insert's levelling bolts to accommodate the difference. When additional shimming is required, use non-combustible masonry or steel shims.

5) Measure approximately the alignment of the flue liner with the position of the smoke outlet hole on the insert to check for possible offset. If an offset is required, use a



proper stainless steel unit available with the chimney liner.

- Once the above items have been checked, slide your insert into position after first positioning the flue liner and offset if required. (Re-install raincap at completion of installation).

## FACEPLATE AND TRIM

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

### A) I1100S Small Insert

- Fasten the faceplate mounting bracket to the side of the insert (one on each side) using the screws provided (2 screws per bracket). Diagram 1.

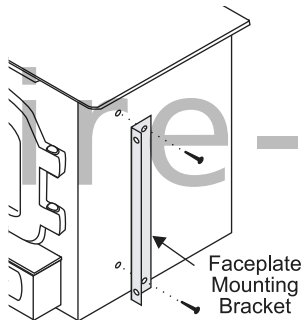


Diagram 1: I1100S

- Assemble the faceplate sides and top with 4 screws. See Diagram 2.

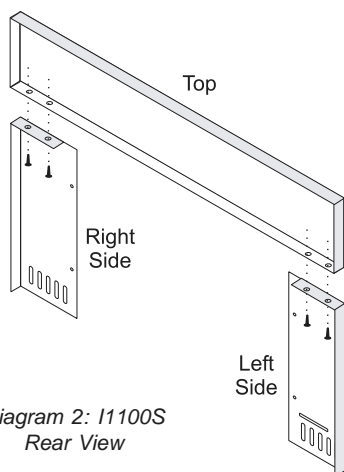


Diagram 2: I1100S  
Rear View

- Attach the assembled faceplate to the faceplate mounting brackets.

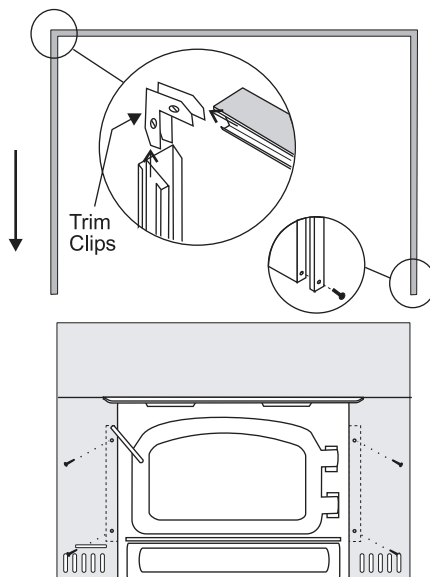


Diagram 3: I1100S

### B) H2100M, I2100M and I3100L Inserts

- Slide the spring nuts (supplied) over the slots in the insert's side convection panels (the spring nuts may need to be squeezed with a pair of pliers first, to help them stay in position).
- Screw the side faceplate panels, (item A in diagram 4) one to each side.
- Using the top panel (item B in the diagram) as a gauge, check that the side panels are within approximately 1/4" of the overall width. If the difference is greater than this, use the supplied washers to attain the required width.

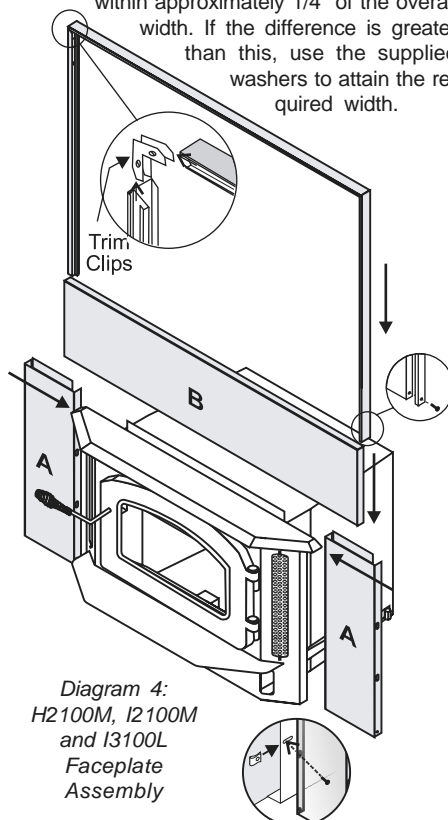


Diagram 4:  
H2100M, I2100M  
and I3100L  
Faceplate  
Assembly

### C) All units

The unit may now be slid into final position and attached to the connection system.

Once connection is made, the insulation strips should be installed between the insert faceplates and the fireplace face. The faceplate top may now be installed (with insulation strip behind) by aligning its brackets with the top flange on the side shields and the angle iron bar on the insert top. The faceplate trim may be installed to the edge of the faceplate at this time.

**I1100S:** Drill two 5/32" diameter holes through the trim and side panels and screw the trim to the panels using the gold plated screws provided.

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

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

# INSTALLATION

## FAN/BLOWER

Your fan should only be installed once the unit is in place in order to prevent any damage to the fan. To attach, follow the instructions provided with the fan. Make sure to install the rubber grommet to the fan housing before it is installed on the insert.

- 1) Remove the protective covering from the brass trim on the fan.
- 2) Align the fan support with the offset clip on the bottom of the ashlip.

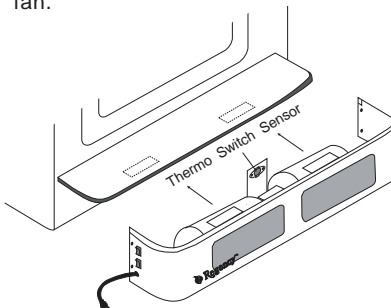
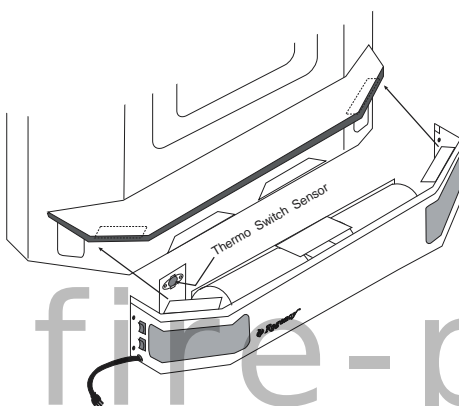
- 3) Slide the supports into the clips. The tension holding the clips in place may be adjusted by increasing or decreasing the offset spacing of the clips.

- 4) Ensure that the power cord is not in contact with any hot stove surfaces.

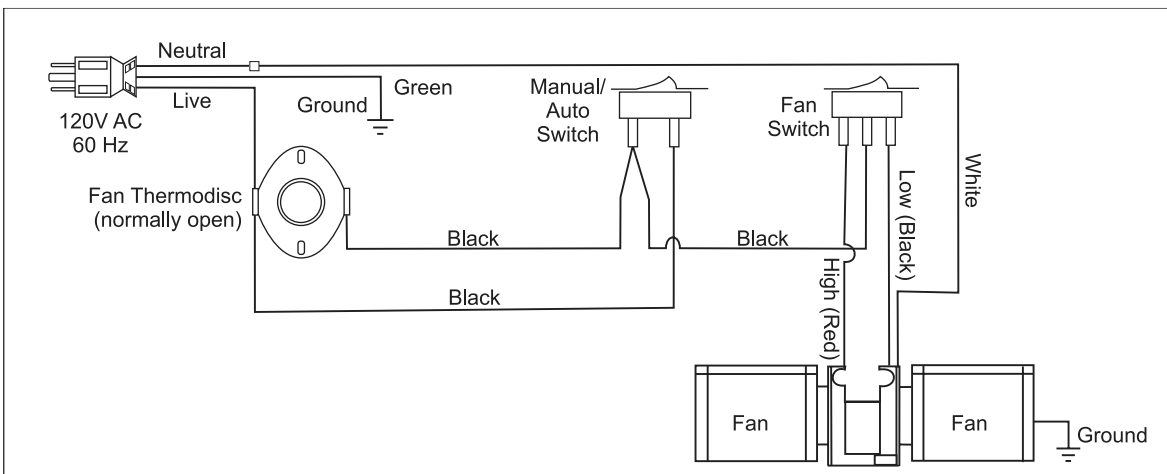
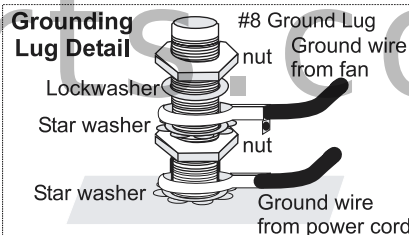
- 5) Push the Regency logo plate into the two holes in the front bottom left corner of the fan.

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

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



**WARNING:**  
**Electrical Grounding Instructions**  
This appliance is equipped with a three pronged (grounding) plug for your protection against shock hazard and should be plugged directly into a properly grounded three-prong receptacle. Do not cut or remove the grounding prong from this plug.



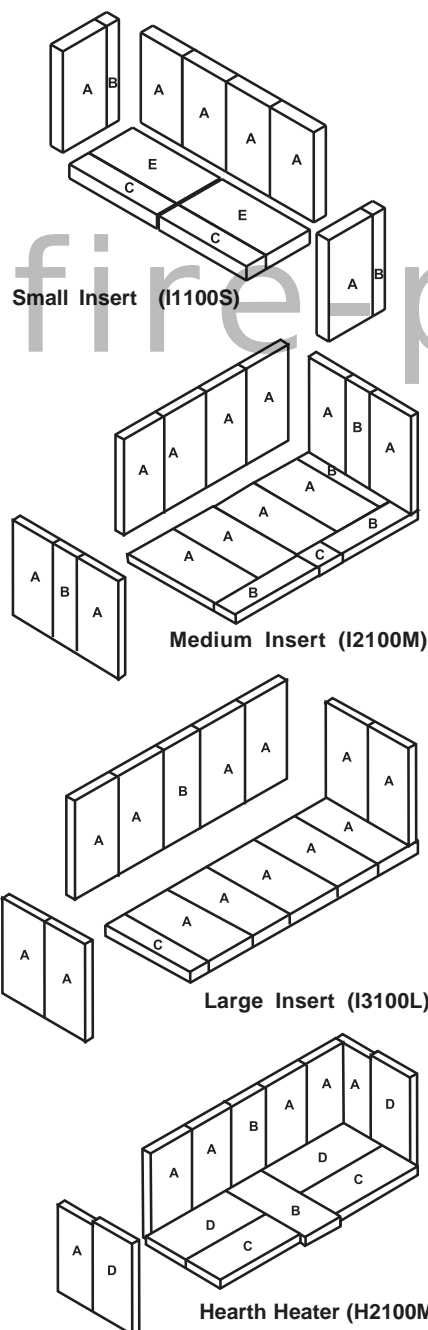
Blower/Fan Wiring Diagram

## FLOOR PROTECTION

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

## FIREBRICK ASSEMBLY

Firebrick is included to extend the life of your insert and radiate heat more evenly. Check to see that all firebricks are in their correct positions and have not become misaligned during shipping.



## BRICK FLUE BAFFLE & SECONDARY AIR TUBE INSTALLATION

The flue baffle system located in the upper area of the firebox is removable to make cleaning your chimney system easier. The brick 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 brick baffles on a regular basis as they can be dislodged if too much fuel is forced into the firebox.

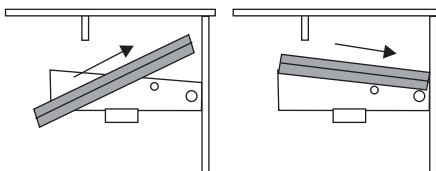
The Large Insert I3100L is shipped with two of the secondary air tubes loose inside the firebox. They need to be installed after the brick baffle are installed. Follow the directions below.

### Large Insert I3100L

The unit arrives with the first two air tubes (from the front) and the 2 baffle bricks on the floor of the firebox. The baffle bricks are positioned first and then the air tubes are installed.

**NOTE: If the first 2 airtubes are already installed in the stove, they must be removed in order to install the Brick Baffles.**

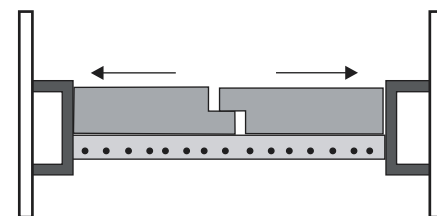
- 1) Slide the left baffle brick over the two rear air tubes and then push it all the way to the left side of the firebox.



- 2) Tilt the first Baffle Brick down and then slide the 2nd Baffle Brick up and back. Reposition both baffle bricks flat on the air tubes.

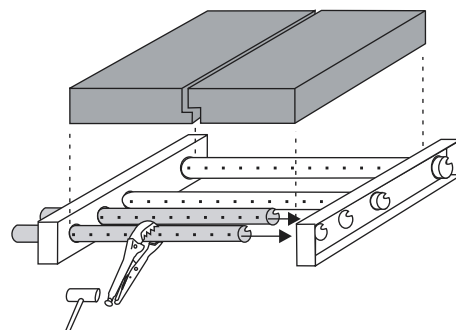


- 3) **Important: push both baffle bricks so they are tight against the side walls.**



Front View

- 4) Install the two front air tubes into the holes on the side channels. The notch goes on the right hand side with the air holes facing forward toward the door opening. If the tube will not slide easily, simply use a pair of vise grips or pliers and tap it into place with a hammer. A tighter fit will ensure the tube will not move when the unit is burning.



**Note: When cleaning the chimney reverse the above procedures, removing the air tube and baffle bricks and then replace them when cleaning is completed.**

### Medium Insert I2100M

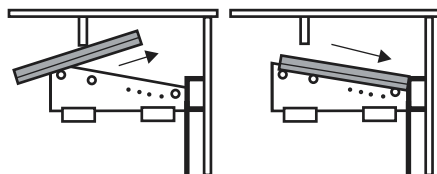
The unit arrives with the 2 baffle bricks on the floor of the firebox.

- 1) If all 3 air tubes are installed continue on to Step 2), if not, follow the instructions below. Install the air tube into the holes in the side channels. The notch goes on the right hand side with the air holes facing toward the door. Slide the tube into the left hand side, as far as possible and then bring it back into the hole on the right hand side until it locks into position. If the tube will not slide in easily, simply use a pair of vise grips or pliers and tap it into place with a hammer.

# INSTALLATION

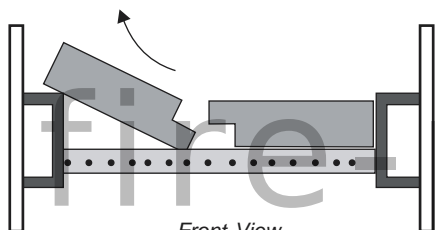
A tighter fit will ensure the tube will not move when the unit is burning. See the diagram for the large air tube installation (page 11), though there are only three air tubes in the medium units.

- 2) Slide the left baffle brick over the air tubes from the front and then push it to the back.



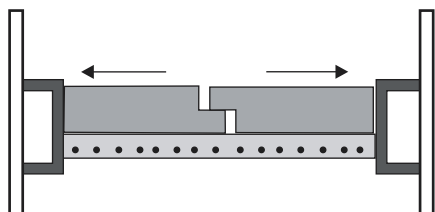
Side View

- 3) Tilt the left baffle brick up on top of the side channel and it will leave enough room to position the right baffle brick in the same manner as Step 1) above. Then reposition the left baffle brick flat on the air tubes.



Front View

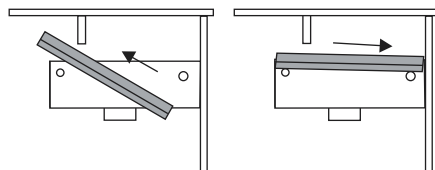
- 4) Important: push both baffle bricks so they are tight against the side walls.



Front View

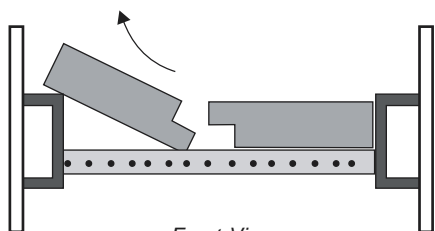
## Small Insert I1100S

- 1) If the two air tubes are installed continue on to Step 2), if not, follow the instructions below. Install the air tube into the holes in the side channels. The notch goes on the right hand side with the air holes facing toward the door. Slide the tube into the left hand side, as far as possible and then bring it back into the hole on the right hand side until it locks into position. If the tube will not slide in easily simply use a pair of vise grips or pliers and tap it into place with a hammer. A tighter fit will ensure the tube will not move when the unit is burning. See the diagram for the large air tube installation (page 11), though there are only two air tubes in the small units.
- 2) Slide the left baffle brick over the front air tube and then slide it back over the rear air tube.



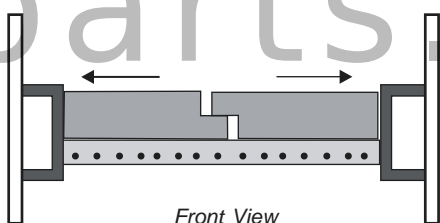
Side View

- 3) Tilt the left baffle brick up on top of the side channel and it will leave enough room to position the right baffle brick in the same manner as Step 1) above. Then reposition the left baffle brick flat on the air tube.



Front View

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



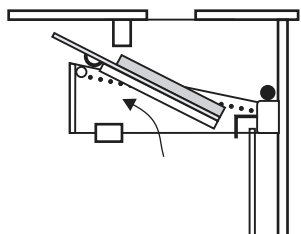
Front View

**Note:** When getting the chimney cleaned, remove the baffle bricks for access to the flue, then replace them when cleaning is completed.

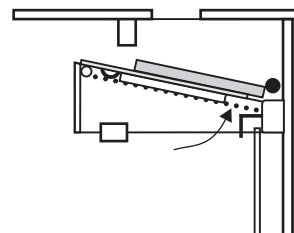
## Hearth Heater (H2100M) - Steel Baffle

Place the insulation batt on top of the baffle. Make sure that this batt is laying flat and does not obstruct the smoke from getting up the flue opening. This insulating batt may be wrapped in paper for handling purposes and does not require removal. Batt hold down weights are supplied with the unit and are to be placed on the insulation to either side of the flame spreader as shown in the diagram and at the rear, directly in front of the flue opening.

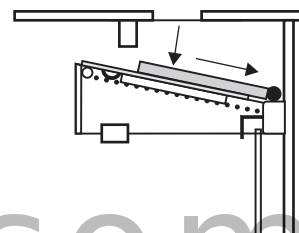
Lift the front end of the baffle up and over the rear of the air tube. On Hearth Heater (H2100M) remove center tube by sliding it sideways first and then down.



Lift the rear of the baffle, pivoting it on the air tube, until it clears the rear air channel.

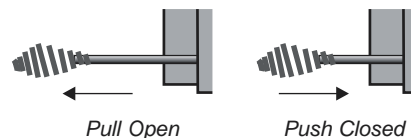


Slide the rear of the baffle on top of the rear air channel in front of the locating tabs. Make sure that the insulation is lying flat and does not obstruct the smoke from getting up the flue opening. Place hold down weights on top of the insulation - one on each side.



## DRAFT CONTROL

Before establishing your first fire, it is important that you fully understand the operation of your draft control. The draft rod is on the left side of the Inserts and it controls the intensity of the fire by increasing or decreasing the amount of air allowed into the firebox. To increase your draft - pull open, and to decrease - push closed.



Pull Open

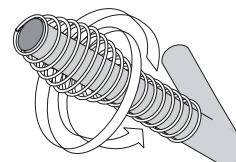
Push Closed

As well as a primary and glass wash air system, the unit has a full secondary draft system that allows air to the induction ports at the top of the firebox, just below the flue baffle.

**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.

## DOOR HANDLE

Attach spring handle by rotating counter clockwise onto rod. Ensure that the rod fits into the entire length of the spring handle.



# OPERATING INSTRUCTIONS

## FIRST FIRE

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

- 1) Open draft control fully.
- 2) Open firebox door and build a small fire using paper and dry kindling, wait a few minutes for a good updraft in the flue to establish the fire. Leaving the door slightly open will help your fire start more rapidly.

**CAUTION: Never leave unit unattended if door is left open. This procedure is for fire start-up only, as unit may over-heat if door is left open for too long.**

- 3) With the draft still in the fully open position, add two or three seasoned logs to your fire. Form a trench in the ash bed to allow air to reach the rear of the firebox prior to closing the door.
- 4) After about 15 to 20 minutes, when your wood has begun to burn strongly, adjust your draft control down to keep the fire at a moderate level.

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

- 5) Once a bed of coals has been established, you may adjust the draft control to a low setting to operate the unit in its most efficient mode.
- 6) During the first couple of hours, keep the combustion rate at a moderate level and avoid a large fire until the paint is cured. Only then can you operate the insert at its maximum setting, and only after the metal has been warmed.
- 7) For the first few hours, the insert will give off an odor 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 insert at a very high temperature the first few times may damage the paint. Burn fires at a moderate level the first few days.
- 8) Do not place anything on the insert top during the curing process. This may result in damage to your paint finish.
- 9) During the first few hours it may be more difficult to start the fire. As you dry out your fire brick and your masonry flue (if applicable), your draft will increase.

- 10) 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.

- 11) Some cracking and popping noises may be experienced during the heating up process. These noises will be minimal when your unit reaches temperature.

- 12) Before opening your door to reload, open draft fully for approximately 10 to 15 seconds until fire has been re-established. This will minimize any smoking.

- 13) All fuel burning appliances consume oxygen during operation. It is important that you supply a source of fresh air to your unit while burning. A slightly opened window is sufficient for this purpose.

**CAUTION: If the body of your unit (or in the H2100M flue baffle) starts to glow you are overfiring. Stop loading fuel immediately and close the draft control until the glow has completely subsided.**

- 14) Green or wet wood is not recommended for your unit. If you must add wet or green fuel, open the draft control fully until all moisture has been dispersed by the intense fire. Once all moisture has been removed, the draft control may be adjusted to maintain the fire.

- 15) If you have been burning your insert on a low draft, use caution when opening the door. After opening the damper, open the door a crack, and allow the fire to adjust before fully opening the door.

- 16) The controls of your unit should not be altered to increase firing for any reason.

## FAN OPERATION (ALL UNITS)

The fan is to be operated only with the draft control rod **pulled out at least 1/2" from the fully closed position**. The fan is not to be operated when the draft control rod is in the closed position (pushed in). The fully closed position is the low burn setting.

The fan unit must not be turned on until a fire has been burning for at least 30 minutes and the unit is hot enough. As well, after each fuel loading the fan must be shut off until 30 minutes has elapsed.

To operate fan automatically, push switch on side of fan housing to "Auto" and second switch to either "High" or "Low" for fan speed.

The automatic temperature sensor will engage the blower when the unit is at temperature and will shut off the blower once the fire has gone out and the unit has cooled to below a useful heat output range.

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

## ASH DISPOSAL

During constant use, ashes should be removed every few days. Please take care to prevent the build-up of ash around the start-up air housing located inside the firebox, under the loading door lip.

**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. Always leave 1 to 2 inches of ash in the bottom of the firebox. This helps in easier starting and a more uniform burn of your fire.

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. Other waste should not be placed in the ash container.

## SOME SAFETY GUIDELINES

- 1) 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 large quantities of paper in your insert.
- 4) If you have smoke detectors, prevent smoke spillage as this may set off a false alarm.
- 5) Do not overfire your insert. If the insert or its flue baffle begin to glow, you are overfiring. Stop adding fuel and close the draft control. Overfiring can cause extensive damage to your stove including warpage and premature steel corrosion. Overfiring will void your warranty.

# MAINTENANCE

- 6) Do not permit creosote or soot buildup in the chimney system. Check and clean chimney at regular intervals.
- 7) Your Regency Insert can be very hot. You may be seriously burned if you touch the insert while it is operating. Warn children of the burn hazard.
- 8) The insert consumes air while operating, provide adequate ventilation with an air duct or open a window while the insert is in use.
- 9) Do not use grates, irons or other methods for supporting fuel. Burn directly on the bricks.
- 10) Open the draft control fully for 10 to 15 seconds prior to slowly opening the door when refuelling the fire.
- 11) Do not connect your unit to any air distribution duct.
- 12) Your insert should burn dry, standard firewood only. The use of "mill ends" is discouraged as this fuel can easily overheat your insert. Evidence of excessive overheating will void your warranty. As well, a large portion of sawmill waste is chemically treated lumber, which is illegal to burn in many areas. Chemically treated fire logs also must not be burned in your insert.
- 13) Do not store any fuel closer than 2 feet from your unit.
- 14) Do not burn salt drift wood as it will corrode your unit and void the warranty.
- 15) Do not operate the unit if the glass is broken or missing. Do not operate the unit if the gasketing is worn out and not sealing the door or the glass.

It is very important to carefully maintain your insert, 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 insert require no lubrication.

## CREOSOTE

When wood is burned slowly, it produces tar and other organic vapors, which form creosote when combined with moisture. The creosote vapors 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 make an extremely hot fire.

## Removal for Cleaning etc.

Removal of your insert for cleaning purposes is usually not required if a proper installation has been done. In the event that removal is required, be sure not to damage any parts needed for re-installation. In most cases removal and replacement of the baffle system should allow full access for cleaning.

### WARNING: Things to remember in case of chimney fire:

- 1) Close draft control
- 2) Call the Fire Department

## Ways to Prevent and Keep Unit Free of Creosote

- 1) Burn insert with draft control wide open for about 15 minutes every morning during burning season. This helps to prevent creosote deposits within the heating system.
- 2) Burn insert with draft control wide open for about 10 - 15 minutes every time you add fresh wood. This allows the wood to achieve the charcoal stage faster and burns up any wood vapors which might otherwise be deposited within the system.
- 3) **Only burn seasoned wood!** Avoid burning 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) Check the chimney at least twice a month during the burning season for creosote build-up.
- 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 needed.

## MAINTENANCE OF GOLD-PLATED DOORS

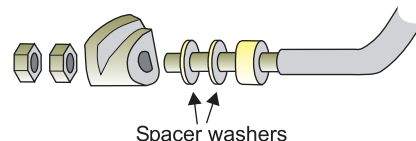
The gold electroplated finish on the doors requires little maintenance, and need only be cleaned with a damp cloth. DO NOT use abrasive materials or chemical cleaners, as they may harm the finish and void the warranty.

## 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 Regency dealer.

## DOOR LATCH ADJUSTMENT

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



## 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.

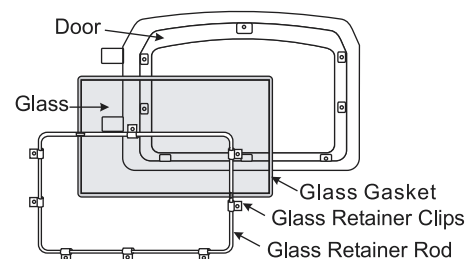
## GLASS REPLACEMENT

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

## GLASS REMOVAL

Allow the stove to cool before removing or replacing glass. Remove the door from the insert and remove the glass retainer. Use caution when removing broken glass to prevent injury.

When placing the replacement glass in the door, make sure that the glass gasketing will properly seal your unit. Replace the retainer and tighten securely, but do not wrench down on the glass as this may cause breakage. Do not substitute materials. If your glass door does break, do not continue to use your unit until it has been replaced.



## PARTS LIST - I1100, I2100, I3100

Part #	Description
846-913	Door Assembly-Small Gold (I1100)-no glass
846-915	Door Assembly-Small Black (I1100)-no glass
846-910	Door Assembly-Large Gold (I2100, I3100)-no glass
846-916	Door Assembly-Large Black (I2100, I3100)-no glass
2) 846-302	Glass - Replacement - (I1100)
3) 846-304	Glass - Replacement - (I2100, I3100)
4) 936-243	7/8" Adhesive Tape Gasket
5) 846-920	Glass Retainer Clips (set of 8)
6) *	Screw 1/4-20 x 3/8"
7) 948-172/P	Glass Retainer - Large (I2100, I3100)
8) 948-170/P	Glass Retainer - Small (I1100)
9) 846-973	Door Handle Assembly
16) 846-570	Med. Density Door Gasket Kit
17) 846-918	Hinge Caps (2/set)
19) 948-101	Spring Handle - Large
20) 948-102	Spring Handle - Small
23) 820-235	Flue Brackets (Pkg)

142-917	I2100M Fan/Blower Assembly
163-915	I3100L Fan/Blower Assembly
170-915	I1100S Fan/Blower Assembly
24) 910-157/P	Blower/Fan Motor
25) 910-678	Power Cord (120 Volts)
27) 910-142	Fan Thermidisc
28) 910-140	Fan Speed Switch HI/OFF/LOW (3-way)
29) 910-138	Switch - Auto/Manual (2-way)
30) *	Grommet Strain Relief

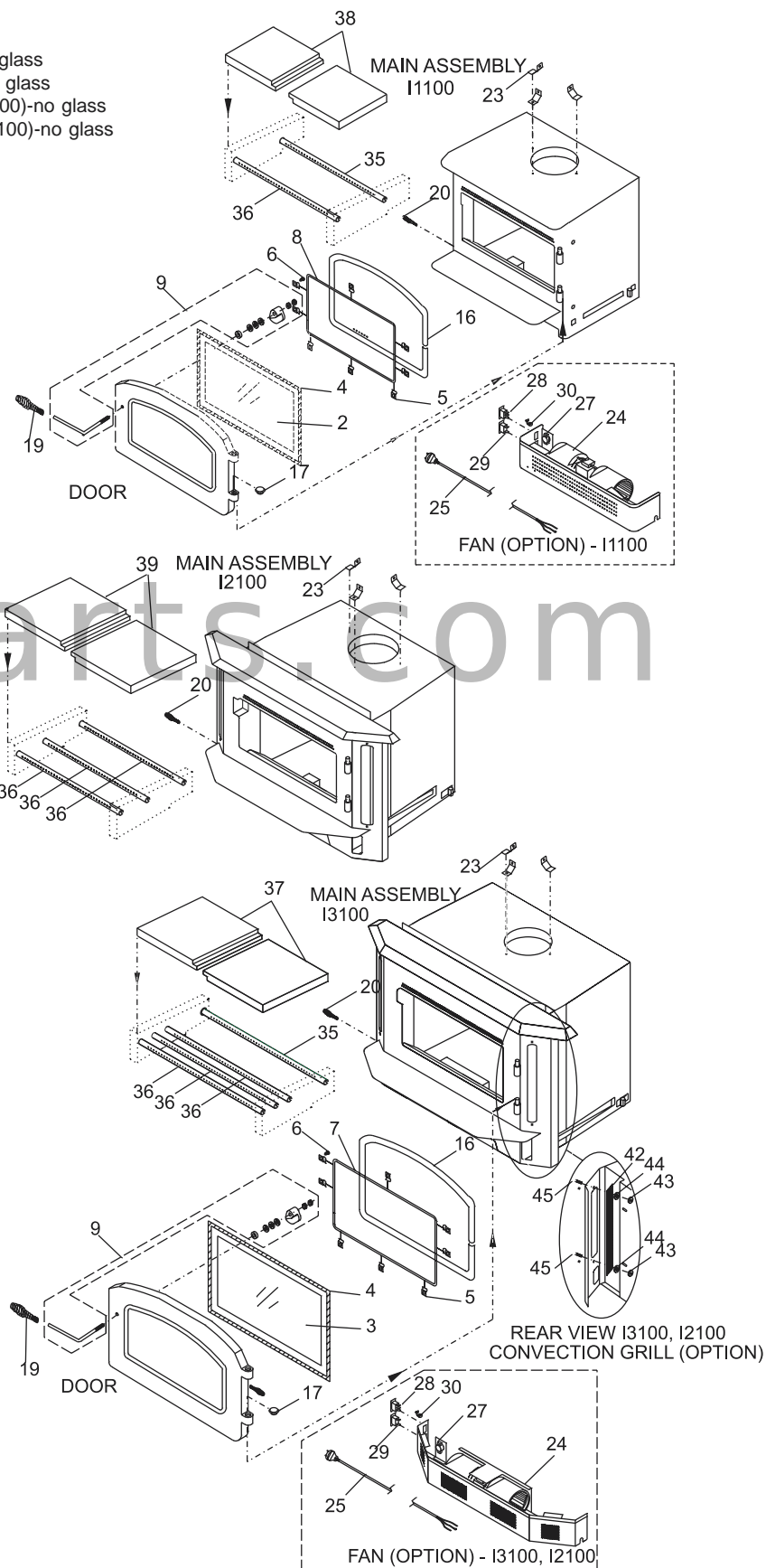
35) 063-954	Air Tube - 1" I3100 (Qty:1)
074-954	Air Tube - 1" I1100 (Qty: 1)
36) 033-953	Air Tube - 3/4" I2100 (Qty: 3)
033-953	Air Tube - 3/4" I1100 (Qty: 1)
063-953	Air Tube - 3/4" I3100 (Qty: 3)

37) 063-955	Baffle (2/set) I3100
38) 073-955	Baffle (2/set) I1100
39) 033-955	Baffle (2/set) I2100

42) 163-932	Convection Grill-Gold (I2100, I3100)
163-930	Convection Grill-Black (I2100, I3100)
43) *	Hex Nut 10-24 Zinc coated
44) *	Washer #10 Flat
45) *	Bolt, 10-24 x 3/4" Black Carriage

948-216	Regency Logo
908-332	Manual

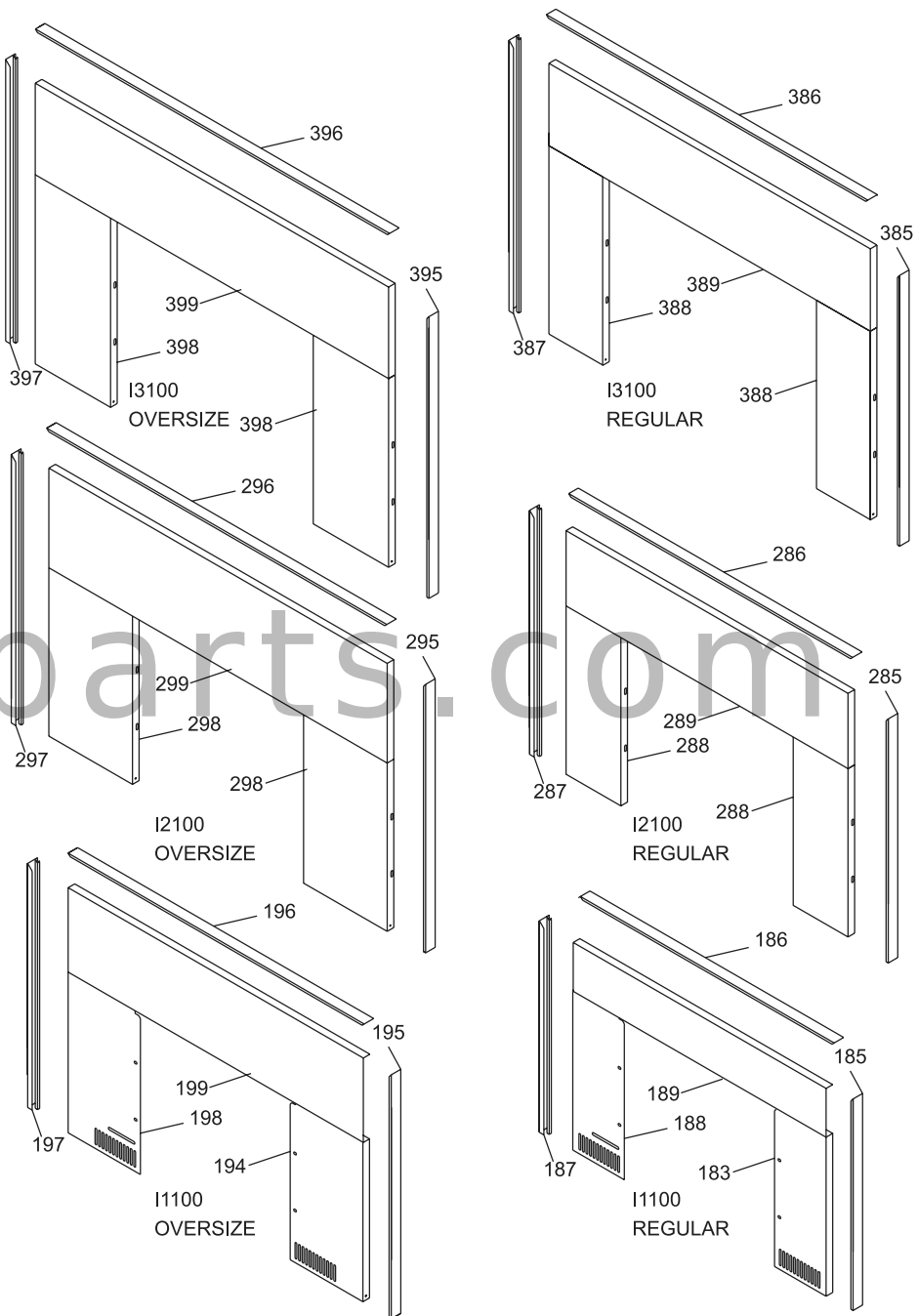
\*Not available as a replacement part.



# PARTS

## PARTS LIST - I1100, I2100, I3100

Part #	Description
Faceplate: I3100L	
163-910	Faceplate & Trim Set - Regular
385) 163-165	Trim Right Regular
386) 163-160	Trim Top Regular
387) 163-161	Trim Left Regular
388) *	Faceplate Side Regular
389) *	Faceplate Top Regular
163-912	Faceplate & Trim Set - Oversize
395) 163-164	Trim Right Oversize
396) 163-162	Trim Top Oversize
397) 163-163	Trim Left Oversize
398) *	Faceplate Side Oversize
399) *	Faceplate Top Oversize
Faceplate: I2100M	
140-911	Faceplate & Trim Set - Regular
285) 143-161	Trim Right Regular
286) 143-158	Trim Top Regular
287) 143-160	Trim Left Regular
288) *	Faceplate Side Regular
289) *	Faceplate Top Regular
140-913	Faceplate & Trim Set - Oversize
295) 143-164	Trim Right Oversize
296) 143-162	Trim Top Oversize
297) 143-163	Trim Left Oversize
298) *	Faceplate Side Oversize
299) *	Faceplate Top Oversize
Faceplate: I1100S	
170-911	Faceplate & Trim Set - Regular
185) 170-160	Trim Right Regular
186) 170-159	Trim Top Regular
187) 170-162	Trim Left Regular
183) *	Faceplate Right Side Regular
188) *	Faceplate Left Side Regular
189) *	Faceplate Top Regular
170-913	Faceplate & Trim Set - Oversize
195) 143-161	Trim Right Oversize
196) 170-168	Trim Top Oversize
197) 143-160	Trim Left Oversize
194) *	Faceplate Right Side Oversize
198) *	Faceplate Top Oversize
199) *	Faceplate Left Side Oversize



\*Not available as a replacement part.

## PARTS LIST - H2100

Part #	Description
1) 846-910	Door Assembly-Large Gold - no glass
846-916	Door Assembly-Large Black - no glass
3) 846-304	Glass - Replacement
4) 936-243	7/8" Adhesive Tape Gasket
5) 846-920	Glass Retainer Clips (set of 8)
6) *	Screw 1/4-20 x 3/8"
7) 948-172/P	Glass Retainer - Large
9) 846-973	Door Handle Assembly
16) 846-570	Med. Density Door Gasket Kit
17) 846-918	Hinge Caps (2/set)
19) 948-101	Spring Handle - Large
20) 948-102	Spring Handle - Small

120-915	H2100M Fan/Blower Assembly
24) 910-157/P	Blower/Fan Motor (120 Volts)
25) 910-678	Power Cord (120 Volts)
27) 910-142	Fan Thermodisc
28) 910-140	Fan Speed Switch HI/OFF/LOW (3-way)
29) 910-138	Switch - Auto/Manual (2-way)
30) *	Grommet Strain Relief

35) 120-954	Air Tube Front
36) 120-953	Air Tube Rear

Part #	Description
37) 836-212	Baffle Insulation
38) *	Insulation Weights
39) 120-950	Steel Baffle
948-216	Regency Logo

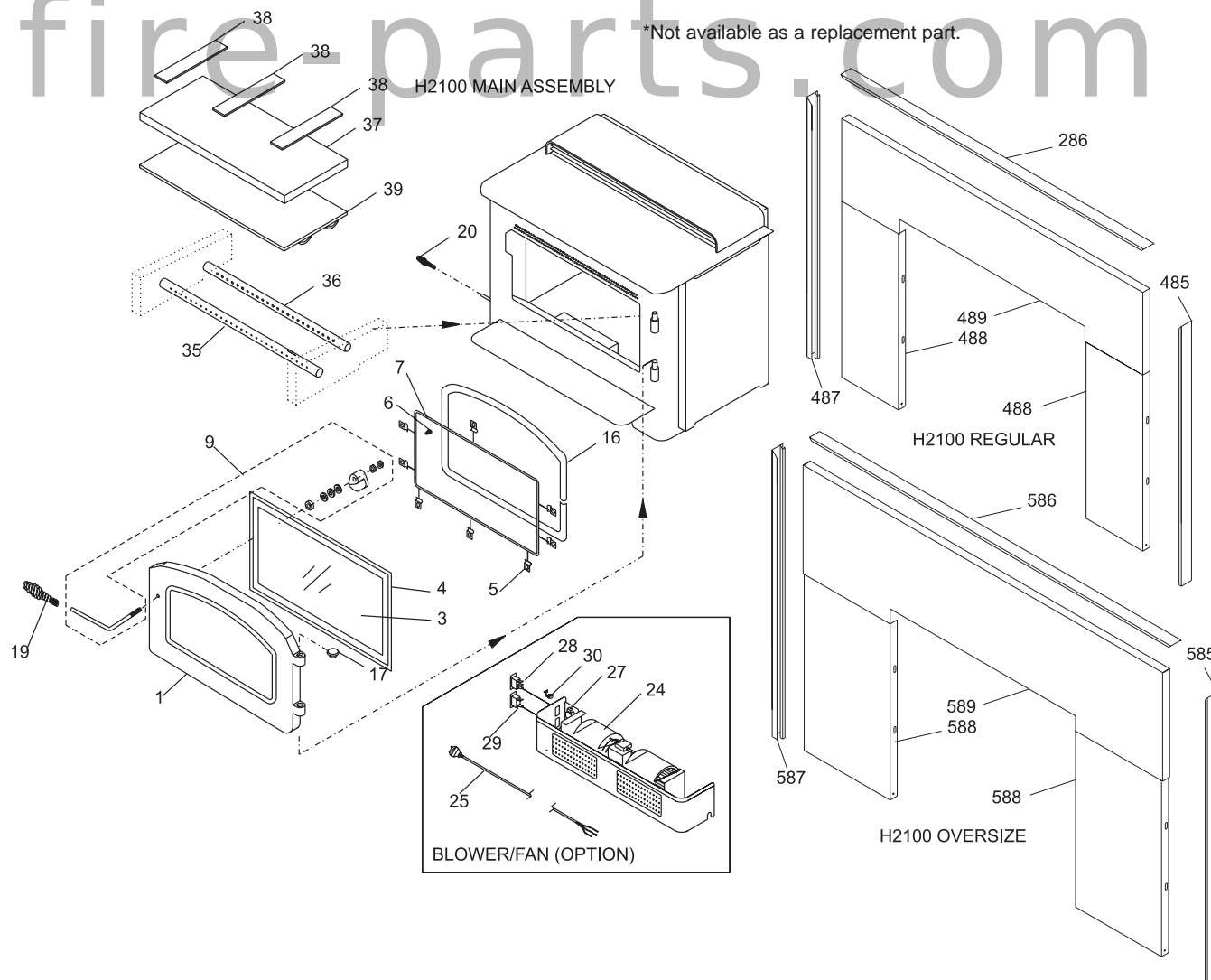
### Faceplate: H2100M

120-910	Faceplate & Trim Set - Regular
485) 120-161	Trim Right Regular
286) 143-158	Trim Top Regular
487) 120-162	Trim Left Regular
488)*	Faceplate Side Regular
489)*	Faceplate Top Regular

120-912	Faceplate & Trim Set - Oversize
585) 120-164	Trim Right Oversize
286) 120-163	Trim Top Oversize
587) 120-165	Trim Left Oversize
588)*	Faceplate Side Oversize
589)*	Faceplate Top Oversize

846-532	Trim Clips
836-300	Yellow Insulation 48" x 4"
846-531	Faceplate Hardware Pkg.

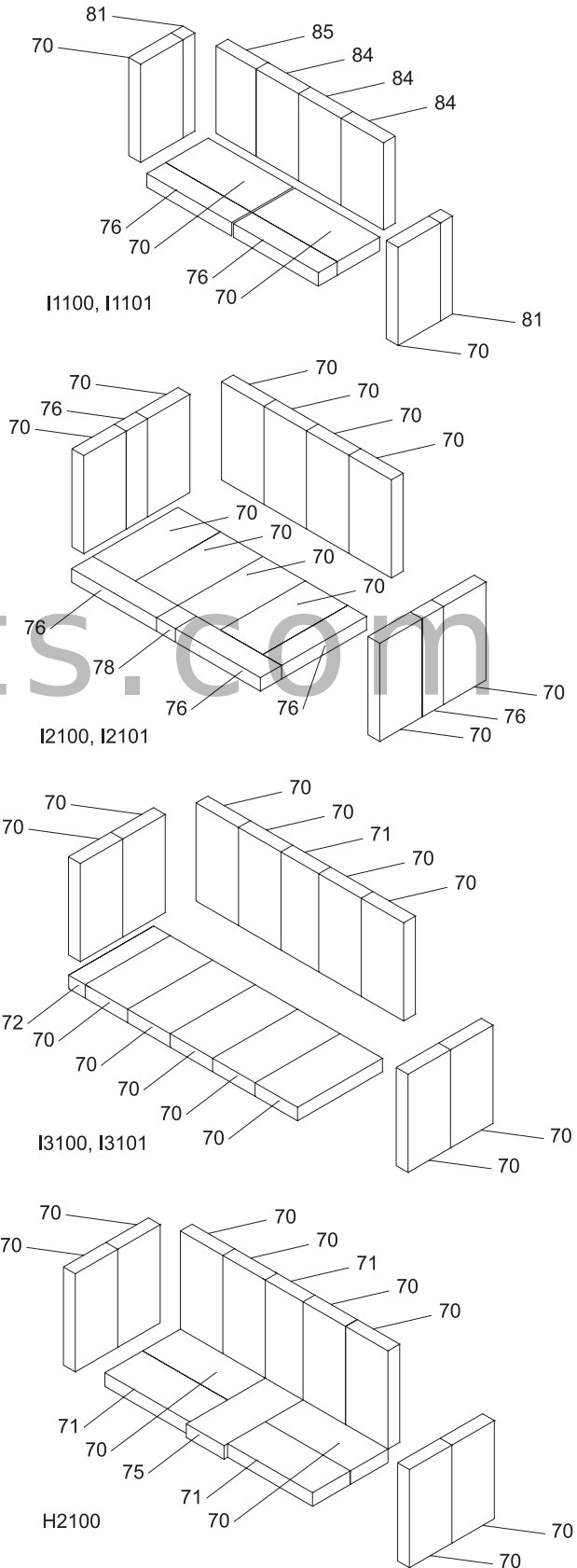
\*Not available as a replacement part.



# PARTS

## PARTS LIST - I1100, I2100, I3100, H2100

Part #	Description
70) 902-111	Brick Regular Full Size: 1-1/4" x 4-1/2" x 9"
71) 802-104	Brick Partial: 1-1/4" x 4" x 9"
72) 802-146	Brick Partial: 1-1/4" x 1-3/4" x 9"
75) 802-139	Brick Partial: 1-1/4" x 4" x 8-3/4"
76) 802-152	Brick Partial: 1-1/4" x 2" x 9"
78) 802-143	Brick Partial: 1-1/4" x 2-1/4" x 2-1/4"
81) 802-135	Brick Partial: 1-1/4" x 1-1/4" x 9"
84) 802-107	Brick Partial: 1-1/4" x 4-1/2" x 8"
85) 802-156	Brick Partial: 1-1/4" x 4-1/4" x 8"





**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 limited lifetime warranty to the original purchaser of a Regency Product.**

**The Warranty:** Lifetime

Covered under the agreement are the following components:

Firebox, ceramic baffle, convactor airmate, castings, ashdrawer, glass (thermal breakage) and all gold plating (against defective manufacture).

The above will be covered for parts and labour for the first five years and parts only thereafter.

Electrical components such as blowers and switches are covered for one year from the date of purchase.

**Conditions:**

Any part or parts of this unit which in our judgement show evidence of such defects will be repaired or replaced at Regency's option, through an accredited distributor or agent provided that the defective part be returned to the distributor or agent **Transportation Prepaid**, if requested.

**Exclusions:**

This limited Lifetime Warranty does not extend to include paint, door or glass gasketing, firebrick or trim. It does not cover installation and operational related problems such as over-firing, use of corrosive driftwood, downdrafts or spillage caused by environmental conditions, nearby trees, buildings, hilltops, mountains, inadequate venting or ventilation, excessive offsets, negative air pressures caused by mechanical systems such as furnaces, fans, clothes dryers etc.

It is essential that all submitted claims provide all of the necessary information including purchase date, serial #, type of unit and part or parts requested.



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.

Fireplace Products International Ltd. is pleased to extend this Limited Lifetime Warranty to the original purchaser of a Regency Product.

See the inside back cover for details.

Register your Regency online at  
<http://www.regency-fire.com>

*Installer: Please complete the following information*

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

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

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

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

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