



Bard Manufacturing Company, Inc.
Bryan, Ohio 43506

DUCT FREE PLENUM BOX INSTALLATION INSTRUCTIONS

Climate Control Solutions

IPBDFZ12-X **12" High, Beige**
IPBDFZ12-1 **12" High, White**
IPBDFZ12-4 **12" High, Gray**

IPBDFZ18-X **18" High, Beige**
IPBDFZ18-1 **18" High, White**
IPBDFZ18-4 **18" High, Gray**

FEATURES

The above Duct-Free Plenum Boxes are designed specifically for use with the I-TEC Series heat pumps. Cabinet Extensions ICXZ28-* color) can be used with the Duct-Free Plenum Boxes to enclose the area up to the ceiling.

The Duct Free Plenum Box is shipped from the factory completely assembled. Screws are provided for attaching the plenum to the I-TEC heat pump.

CAUTION: *Use safe practices when lifting. At least two people are required to lift and position the Duct-Free Plenum on top of the I-TEC heat pump.*

NOTICE: *High voltage and low voltage wires must be routed prior to installing plenum box on top of unit.*

INSTRUCTIONS

1. Place the Duct-Free Plenum Box on top of the I-TEC unit with the open side facing down and the grille facing the front of the unit. Allow the front of the plenum to extend about six (6) inches past the front of the unit.
2. Slightly raise (about 1 inch) the front of the Duct-Free Plenum Box and slide toward the rear of the unit. The rear flange of the plenum will slide under the folded down rear duct flange on top of the unit.
3. Make sure all surfaces of the Duct-Free Plenum Box are flush with the unit.
4. Insulate wiring area between plenum box and wall.
5. Open the cabinet doors.
6. There is a piece of foam gasket that runs across the entire width of the top of the unit. There is a clearance hole behind this gasket in line with the centerline of the air filter on both sides of the unit. Locate the hole with an awl, or other sharp object.
7. Attach the front of the Duct-Free Plenum Box to the unit by shooting a sheet metal screw through this clearance hole and into the mounting angle on the plenum box. Do the same on the other side.

NOTE: *Side grilles have shut-offs that can be actuated for further improved air distribution/balancing.*

