

# Non-Electrical Subbase Accessory For Use With Packaged Terminal Air Conditioner or Heat Pump

## Installation Instructions

### INTRODUCTION

These instructions cover the installation of the Non-Electrical Subbase Accessory. The Non-electrical Subbase Accessory package consists of the subbase, 2 adjustable side extension panels, and 4 attachment screws. See Fig. 1.

### PACKAGE CONTENTS

ITEM	QUANTITY
Non-Electrical Subbase	1
Adjustable Side Extension Panels	2
Attachment Screws (black)	4

### GENERAL

The non-electrical accessory subbase must be used whenever the packaged terminal air conditioner (PTAC) or heat pump is installed in a wall less than 2 in. thick, or where wall sleeve extends 4 in. or more into room, or for additional support or leveling of air conditioner or heat pump. Wall sleeve must be  $3\frac{1}{4}$  in. minimum into room and  $3\frac{1}{4}$  in. minimum to  $5\frac{1}{2}$  in. maximum above floor.

NOTE: If electrical connections are required, either an electrical subbase or electrical accessory kit can be ordered from the factory.

### INSTALLATION

To properly install the subbase, follow these simple instructions:

**Step 1** — Prepare wall sleeve. Drill one  $\frac{1}{8}$  in. hole on each side of wall sleeve. If installing plastic sleeve, use locator dimple on outside of sleeve, found near bottom, front section. Drilling can be done through the plastic from inside if desired. See Fig. 1.

NOTE: If installing metal sleeve, mark location of holes on sleeve then drill  $\frac{1}{8}$ -in. holes. See Fig. 2 for locator hole dimensions on metal sleeve.

**Step 2 (Optional)** — Adjustable Side Extension Panels can be attached to cover open space left between subbase and wall. Determine the distance from inside wall to front of wall sleeve. See Fig. 3, dimension X.

**Step 3** — Attach Side Extension Panels to subbase using 1 black screw on each side so that panel end extends dimension X plus 2 in. from front of subbase. To adjust side panel, simply bend panel at slot position. See Fig. 1.

**Step 4** — Attach subbase to wall sleeve. Subbase has side tabs for mounting the subbase to the sleeve. Be sure hole on side tab is lined up with locator hole on side of sleeve. Once holes are aligned, attach subbase to sleeve with (1) one black screw on each side. *Do not overtighten.* See Fig. 1 and 3.

**Step 5** — Level subbase flush with floor by adjusting leveling bolts beneath each end of subbase. See Fig. 4 for completed subbase assembly.

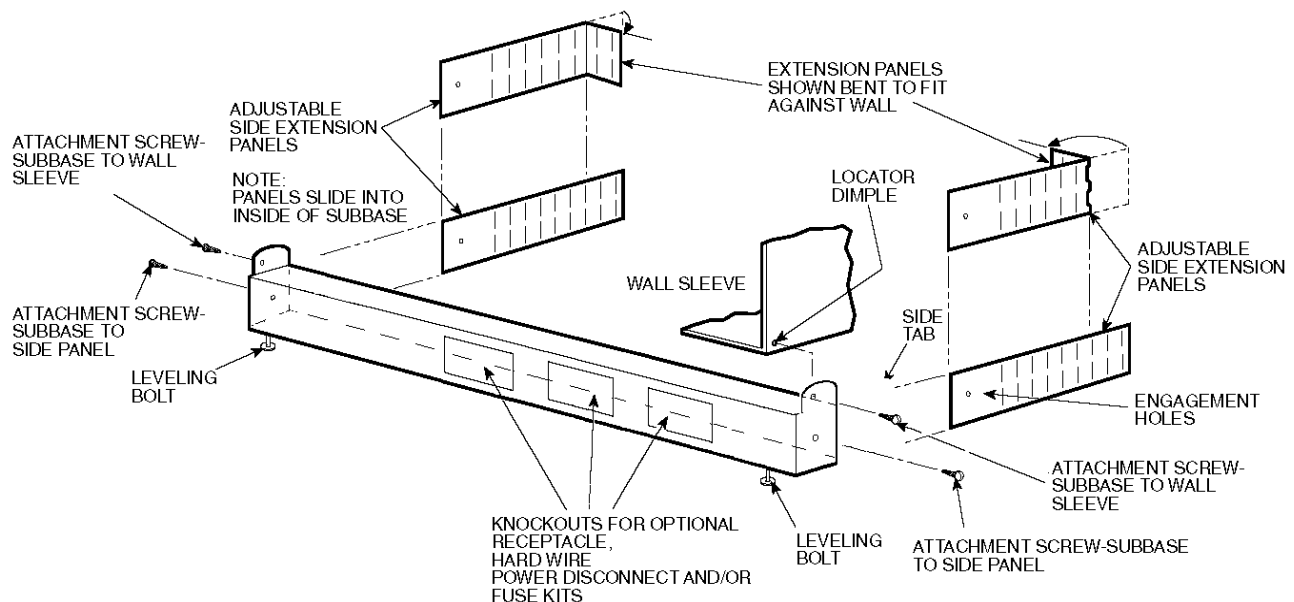
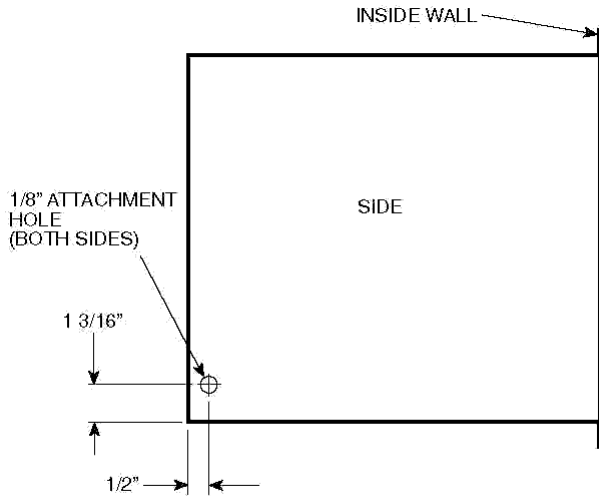
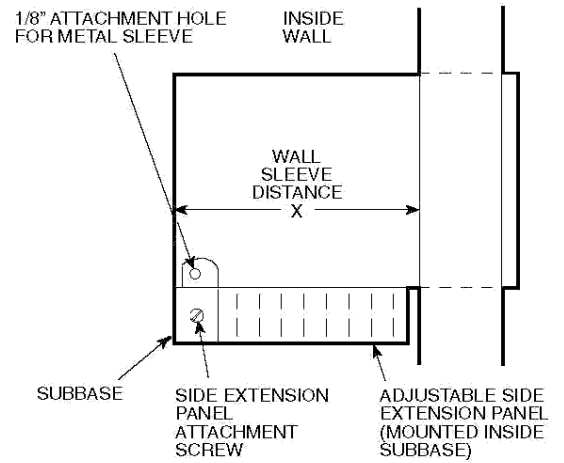


Fig. 1 — Subbase Assembly

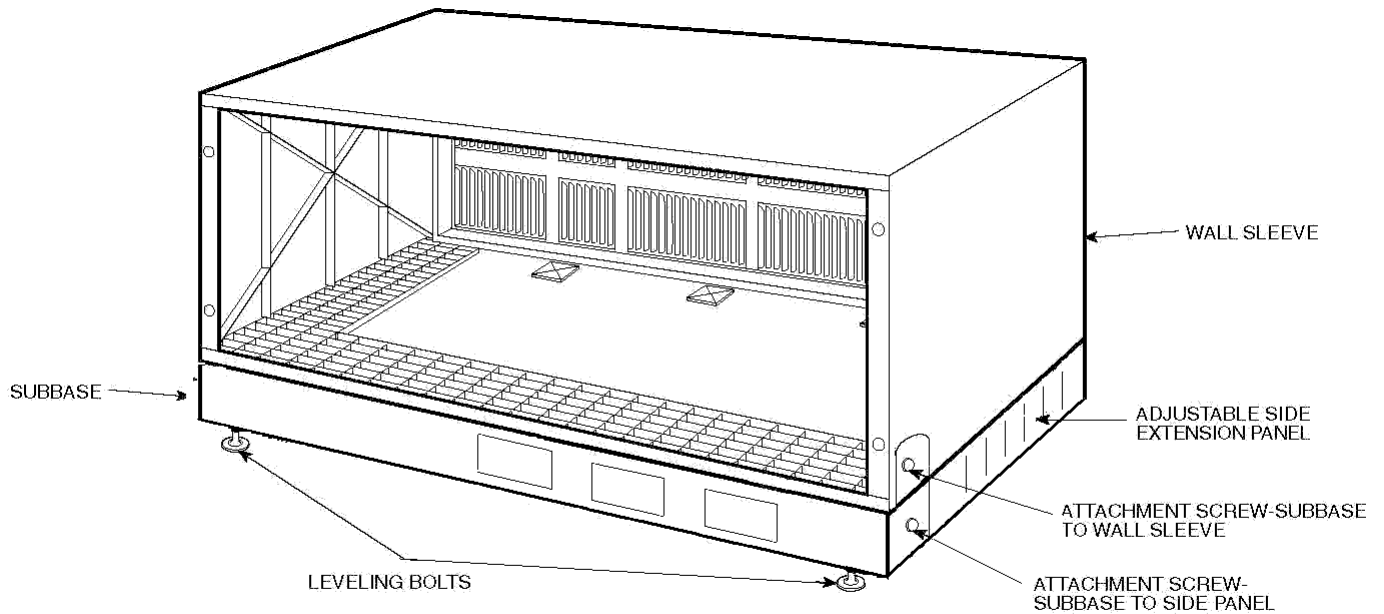
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**Fig. 2 — Metal Wall Sleeve**



**Fig. 3 — Attaching Adjustable Side Extensions to Subbase**



**Fig. 4 — Completed Subbase Assembly**

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