This appliance may be installed in an aftermarket, permanently located, manufactured home (USA only) or mobile home, where not prohibited by state or local codes.

This appliance is only for use with the type of gas indicated on the rating plate. This appliance is not convertible for use with other gases, unless a certified kit is used.

**WARNING**

**FIRE OR EXPLOSION HAZARD**
Failure to follow safety warnings exactly could result in serious injury, death or property damage.

— Do not store or use gasoline or other flammable vapors and liquids in the vicinity of this or any other appliance.

— WHAT TO DO IF YOU SMELL GAS
  • Do not try to light any appliance.
  • Do not touch any electrical switch; do not use any phone in your building.
  • Leave the building immediately.
  • Immediately call your gas supplier from a neighbor’s phone. Follow the gas supplier’s instructions.
  • If you cannot reach your gas supplier, call the fire department.

— Installation and service must be performed by a qualified installer, service agency or the gas supplier.

**WARNING**

HOT GLASS WILL CAUSE BURNS.
DO NOT TOUCH GLASS UNTIL COOLED.
NEVER ALLOW CHILDREN TO TOUCH GLASS.

A barrier designed to reduce the risk of burns from the hot viewing glass is provided with this appliance and shall be installed for the protection of children and other at-risk individuals.

This fireplace is design certified in accordance with American National Standard/CSA Standard ANSI Z21.88/CSA 2.33 and by Underwriters Laboratories as a Direct Vent Gas Fireplace Heater and shall be installed according to these instructions.
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COMBUSTIBLE MATERIAL

WARNING
Do not attach combustible material above your fireplace. This is a fire hazard. No greeting card, stockings or ornamentation of any type should be placed on or attached to the fireplace. This is a heating appliance. The flow of heat can ignite combustibles.

Figure 1
GENERIC MODEL SHOWN
FOR YOUR SAFETY READ BEFORE LIGHTING

⚠️ WARNING
If you do not follow these instructions exactly, a fire or explosion may result causing property damage, personal injury or loss of life.

A. This appliance has a pilot which must be lighted by hand. When lighting the pilot, follow these instructions exactly.

B. Before lighting smell all around the appliance area for gas. Be sure to smell next to the floor because some gas is heavier than air and will settle on the floor.

What To Do If You Smell Gas
- Do not try to light any appliance.
- Do not touch any electrical switch;
- Do not use any phone in your building.
- Immediately call your gas supplier from a neighbor’s phone. Follow the gas supplier’s instructions.
- If you cannot reach your gas supplier, call the fire department.

C. Use only your hand to push in or turn the gas control knob. Never use tools. If the knob will not push in or turn by hand, don’t try to repair it; call a qualified service technician. Force or attempted repair may result in a fire or explosion.

D. Do not use this appliance if any part has been under water. Immediately call a qualified service technician to inspect the appliance and to replace any part of the control system and any gas control which has been under water.

LIGHTING INSTRUCTIONS

1. Stop! Read the safety information above.
2. Set REMOTE/OFF/ON switch to OFF.
3. Turn off all electric power to the appliance (if applicable).
4. Remove barrier screen.
5. Push in gas control knob slightly and turn clockwise to “OFF.”

Note: Knob cannot be turned from "PILOT" to "OFF" unless knob is pushed in slightly. Do not force.

6. Wait ten minutes to clear out any gas. Then smell for gas, including near the floor. If you then smell gas, STOP! Follow "B" in the safety information above. If you do not smell gas, go to the next step.
7. Find pilot - Follow metal tube from gas control. The pilot is behind the burner on the right side.
8. Turn gas control knob counterclockwise to "PILOT."
9. Push in control knob all the way and hold in. Repeatedly push the piezo ignitor button until the pilot is lit. Continue to hold the control knob in for about one minute after the pilot is lit. Release knob, and it will pop back up. Pilot should remain lit. If it goes out, repeat steps 5 through 9.
   - If the control knob does not pop up when released, STOP and IMMEDIATELY call a qualified service technician or gas supplier.
   - If the pilot will not stay lit after several tries, turn the gas control knob to "OFF" and call your service technician or gas supplier.
10. Turn gas control knob counterclockwise to "ON."
11. Replace barrier screen.
12. Turn on all electric power to the appliance (if applicable).
13. Set REMOTE/OFF/ON switch to desired setting.

TO TURN OFF GAS TO FIREPLACE

1. Turn off all electric power to the appliance if service is to be performed (if applicable).
2. Remove barrier screen.
3. Set REMOTE/OFF/ON switch to OFF.
4. Push in gas control knob slightly and turn clockwise to “OFF.” Do not force.
5. Replace barrier screen.
MILLIVOLT OPERATING INSTRUCTIONS (BP3 SERIES)

MILLIVOLT SYSTEM
The standing pilot burns continuously even when the main burner is OFF.

1. Follow the SAFETY and LIGHTING INSTRUCTIONS for standing pilot controls found in this manual and on labels found in control compartment behind the door assembly.

2. During the operating season, leave the control valve knob in the “ON” position. This will allow the pilot flame to remain lit. Turn the burner flame on or off with the fireplace REMOTE/OFF/ON switch, wall switch or remote controls.

NOTE: The gas control valve allows you to increase or decrease the height of the main burner flame. The control valve has a pressure regulator with a knob as shown in Figure 3. Rotate the knob counterclockwise to “HI” to increase the flame height and clockwise to “LO” to decrease the flame height.

3. When the heating season ends, turn the REMOTE/OFF/ON switch to “OFF” and the control valve to “OFF”. The system, including the pilot light, will be shut down.

NOTE: If batteries fail in the remote, and immediate heat is desired, turn the REMOTE/OFF/ON switch from the REMOTE position to the ON position.
MAINTENANCE AND SERVICE

NOTICE: It is normal for appliances fabricated of steel to give off some expansion and/or contraction noise during the start up or cool down cycle. Similar noises are found with your furnace heat exchanger or car engine.

It is normal for your gas fireplace to give off some odor the first time it is burned. This is due to the curing of the paint and any undetected oil from the manufacturing process.

Please ensure that your room is well ventilated - open a window.

Burn your fireplace for at least six hours the first time you use it. If optional fan kit has been installed, place fan in the “OFF” position during this time.

IMPORTANT: Turn off gas before servicing appliance. Have a qualified service person perform these check-ups at the beginning of each heating season.

The only recommended maintenance for the homeowner is periodically cleaning the glass.

Before cleaning the glass read the warnings below.

This fireplace has no user-serviceable mechanical components. Contact your dealer or a qualified gas appliance service technician for all service and repair.

![WARNING]

Handle the glass with care to avoid breaking it. Never strike the glass. To prevent etching or discoloring, clean the glass with Fireplace Glass Cleaner (available from your dealer). Never use cleaners that contain ammonia or abrasives. Never clean the glass while it is hot or even warm. Touching hot glass can cause severe burns. Using liquids or aerosols on hot glass will cause it to shatter. Never operate the fireplace with the glass removed or cracked. Have your dealer replace damaged glass only with glass and gasket material from Empire Comfort Systems. Using substitute glass will void the warranty.

Glass Cleaning Procedure

Turn off the fireplace and allow it to cool for at least an hour.

Wear clean protective gloves when handling the glass door to prevent injury to your hands and avoid leaving smudges.

1. Remove the barrier screen by lifting and pulling towards you.
2. Turn off pilot light at gas valve located in the lower right side of fireplace. See Figure 2.
3. Use a feather duster or soft cloth to remove any accumulated dust in the bottom of fireplace and around valve. Avoid disturbing any wiring or metal tubing.
4. Locate the two spring clamps at the bottom of the glass frame. Pull out and downward to release them.
5. Remove the glass front by swinging the bottom outward. Hold the frame at the sides and gently lift up.
6. Clean the glass inside and out using a product specifically designed for fireplace glass. (Do not use glass cleaner that contains ammonia.)
7. Reinstall glass front by hanging top of frame on top of fireplace, making sure gasket at top is positioned in front of firebox flange and not on top. See Figure 6.
8. Gently lower the glass into position and secure with the two latches at the bottom.
9. Wipe off any smudges on the glass or frame. (Heat from the fireplace can cause residue on the frame to discolor the finish.)
10. Ignite the pilot. (See Lighting Instructions on page 4.)
11. Replace the barrier screen by hanging the top flange on the door and swinging the bottom down. Adjust, if necessary, to sit squarely in the fireplace opening.
12. Light the fireplace and let it burn for 5 minutes. If either the pilot or the flames appear abnormal, contact your dealer.

Glass Cleaning

Clean the glass periodically. During start-up condensation, which is normal, forms on the inside of the glass and causes lint, dust and other airborne particles to cling to the glass surface. Also initial paint curing may deposit a slight film on the glass. It is therefore recommended that the glass be cleaned two or three times with a non-abrasive household cleaner and warm water (we recommend gas fireplace glass cleaner). After that clean the glass two or three times during each heating season or more often if necessary.

General Glass Information

![WARNING]

Do not operate appliance with the glass front removed, cracked or broken.

Only glass approved for use by the manufacturer in fireplace may be used for replacement. The glass replacement should be done by a licensed or qualified service person.

Make periodic visual check of pilot and burners. Clean and replace damaged parts.

![CAUTION]

The use of substitute glass will void all product warranties. Care must be taken to avoid breakage of the glass. Under no circumstances should this appliance be operated without the glass front or with a broken glass front. Replacement of the glass (with gasket) as supplied by the manufacturer should be done by a qualified service person.

![CAUTION]

Do not use Ammonia based or abrasive cleaners on glass. Do not attempt to clean glass when glass is hot.
Glass Door & Barrier Screen Removal

NOTE: Do not handle barrier screen or door with your bare hands! (Always Wear Gloves)

1. Remove the barrier screen by lifting and pulling towards you.

2. Locate the bottom two glass frame spring clamps. Pull forward and downward to release them from the Glass Door frame.

3. Remove the Glass Door by pulling the bottom of the door outward several inches, then lift upwards to disengage from the firebox upper flange.

Install Glass Door and Barrier Screen

1. When installing the Glass Door assembly, make sure that the door top flange is hooked over the firebox top flange as illustrated in the "Correct" view in Figure 6. Important: Do not allow the gasket across the top of the door to roll up on top of the firebox flange as shown in "Incorrect" view in Figure 6.

2. To install correctly, the door should be held at an angle outward from the firebox as shown in the illustration, then carefully engage the upper flange of the door frame with the top flange of the firebox. Center the door left to right, then allow the bottom of the door to swing inward to seal against the firebox front.

3. Once the glass door is placed flat to the firebox front edges, engage the two spring latches to the bottom flange on the glass door frame to secure the door assembly.

4. Replace the barrier screen assembly by hooking the top of the glass door and aligning the lower hook with the glass panel.
IMPORTANT SAFETY INFORMATION

For the Homeowner

- This fireplace must be installed and serviced by your dealer or a qualified service technician. Other than cleaning the glass and replacing the light bulbs, there are no user-serviceable components.
- Keep the area around the fireplace clean and free of debris. This fireplace requires an unimpeded flow of air to circulate warm air. Do not place objects on or around the fireplace that may restrict air flow.
- Keep the area around the fireplace free of combustible materials – including drapery, upholstered furniture, paper, boxes, and clothing. Never hang stockings or cards above the fireplace.
- Never operate the fireplace with the glass front removed or damaged. Any part removed for cleaning or servicing must be replaced prior to operating the fireplace.
- The fireplace gets hot during operation and may remain hot for an hour after use. When operated by thermostat, the fireplace will turn on and off automatically.
- This fireplace may become hot enough to burn skin and ignite clothing after prolonged contact. To prevent injury, alert people in your home – especially children – to the hazards of high surface temperatures and warn them to stay away from the fireplace.
- Supervise children whenever the fireplace is hot. Young children and others may be susceptible to accidental contract burns. Have your dealer install a physical barrier if there are at-risk individuals in your home. To restrict access to a fireplace or stove, install an adjustable safety gate to keep toddlers, young children, and other at-risk individuals out of the room and away from hot surfaces.
- The vent cap, located on the outside of your home, will also become very hot. Alert everyone, adults and children, to stay clear and avoid touching the vent cap. Keep the area around the vent cap clear of combustibles, including shrubs and trees.
- Do not use this fireplace if any part has been underwater. Have a qualified technician inspect the fireplace and replace any part that has been underwater. In the event of a natural disaster (tornado, earthquake, fire, etc.) have a qualified technician inspect the fireplace for damage or potential gas leaks. Repair or replace any damaged components before operating this fireplace.
- Never burn solid fuels such as wood, coal, paper or cardboard in this fireplace.

Annual Inspection

- Have the fireplace inspected annually before use.
- More frequent inspection and cleaning may be required if the fireplace is installed in an area exposed to pet hair or dust, or to excessive lint from new carpeting or bedding materials.

During the annual checkup, the technician will:

- Inspect the pilot (flame safety system) and burner(s) for proper operation and replace any damaged parts.
- Check the glass and gasket for proper seal.
- Vacuum and clean any foreign debris in the firebox that is not supposed to be there.
- Clean Glass with a suitable fireplace glass cleaner. Abrasive cleaners must not be used. Be careful not to scratch the glass when cleaning.
- Check the barrier screen for fit and structural integrity. See Figure 4.
- Check all latches or other door retention components for proper operation, tension, and relief mechanisms are free from obstructions. See Figure 6.
- Inspect the log set (if applicable) and decorative media (if applicable) for debris or damage.
- Freshen up the glowing embers if applicable.
- Replace batteries in the remote transmitter and receiver if applicable.
- Inspect the venting and vent termination cap for damage, corrosion, sooting, or obstruction and correct if present.
- In addition, clean and inspect the fireplace following any remodeling work in your home.
<table>
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<tr>
<th>Date</th>
<th>Dealer Name</th>
<th>Service Technician Name</th>
<th>Service Performed/Notes</th>
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SAFETY INFORMATION FOR USERS OF PROPANE GAS

Propane is a flammable gas which can cause fires and explosions. In its natural state, propane is odorless and colorless. You may not know all the following safety precautions which can protect both you and your family from an accident. Read them carefully now, then review them point by point with the members of your household. Someday when there may not be a minute to lose, everyone’s safety will depend on knowing exactly what to do. If, after reading the following information, you feel you still need more information, please contact your gas supplier.

PROpane GAS WARNING ODOR

<table>
<thead>
<tr>
<th>If a gas leak happens, you should be able to smell the gas because of the odorant put in the Propane Gas. That’s your signal to go into immediate action!</th>
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- Do not operate electric switches, light matches, use your phone. Do not do anything that could ignite the gas.
- Get everyone out of the building, vehicle, trailer, or area. Do that IMMEDIATELY.
- Close all gas tank or cylinder supply valves.
- Propane Gas is heavier than air and may settle in low areas such as basements. When you have reason to suspect a gas leak, keep out of basements and other low areas. Stay out until firefighters declare them to be safe.
- Use your neighbor’s phone and call a trained Propane Gas service person and the fire department. Even though you may not continue to smell gas, do not turn on the gas again. Do not re-enter the building, vehicle, trailer, or area.
- **Finally,** let the service man and firefighters check for escaped gas. Have them air out the area before you return. Properly trained Propane Gas service people should repair the leak, then check and relight the gas appliance for you.

NO ODOR DETECTED - ODOR FADE

Some people cannot smell well. Some people cannot smell the odor of the chemical put into the gas. You must find out if you can smell the odorant in propane. Smoking can decrease your ability to smell. Being around an odor for a time can affect your sensitivity or ability to detect that odor. Sometimes other odors in the area mask the gas odor. People may not smell the gas odor or their minds are on something else. Thinking about smelling a gas odor can make it easier to smell.

The odorant in Propane Gas is colorless, and it can fade under some circumstances. For example, if there is an underground leak, the movement of the gas through soil can filter the odorant. Odorants in Propane Gas also are subject to oxidation. This fading can occur if there is rust inside the storage tank or in iron gas pipes. The odorant in escaped gas can adsorb or absorb onto or into walls, masonry and other materials and fabrics in a room. That will take some of the odorant out of the gas, reducing its odor intensity.

Propane Gas may stratify in a closed area, and the odor intensity could vary at different levels. Since it is heavier than air, there may be more odor at lower levels. Always be sensitive to the slightest gas odor. If you detect any odor, treat it as a serious leak. Immediately go into action as instructed earlier.

**SOME POINTS TO REMEMBER**

- Learn to recognize the odor of Propane Gas. Your local Propane Gas Dealer can give you a “Scratch and Sniff” pamphlet. Use it to find out what the propane odor smells like. If you suspect that your Propane Gas has a weak or abnormal odor, call your Propane Gas Dealer.
- If you are not qualified, do not light pilot lights, perform service, or make adjustments to appliances on the Propane Gas system. If you are qualified, consciously think about the odor of Propane Gas prior to and while lighting pilot lights or performing service or making adjustments.
- Sometimes a basement or a closed-up house has a musty smell that can cover up the Propane Gas odor. Do not try to light pilot lights, perform service, or make adjustments in an area where the conditions are such that you may not detect the odor if there has been a leak of Propane Gas.
- Odor fade, due to oxidation by rust or adsorption on walls of new cylinders and tanks, is possible. Therefore, people should be particularly alert and careful when new tanks or cylinders are placed in service. Odor fade can occur in new tanks, or reinstalled old tanks, if they are filled and allowed to set too long before refilling. Cylinders and tanks which have been out of service for a time may develop internal rust which will cause odor fade. If such conditions are suspected to exist, a periodic sniff test of the gas is advisable. **If you have any question about the gas odor, call your Propane Gas Dealer. A periodic sniff test of the Propane Gas is a good safety measure under any condition.**
- If, at any time, you do not smell the Propane Gas odorant and you think you should, assume you have a leak. Then take the same immediate action recommended above for the occasion when you do detect the odorized Propane Gas.
- If you experience a complete “gas out,” (the container is under no vapor pressure), turn the tank valve off immediately. If the container valve is left on, the container may draw in some air through openings such as pilot light orifices. If this occurs, some new internal rusting could occur. If the valve is left open, then treat the container as a new tank. Always be sure your container is under vapor pressure by turning it off at the container before it goes completely empty or having it refilled before it is completely empty.
For all side wall horizontally vented gas fueled equipment installed in every dwelling, building or structure used in whole or in part for residential purposes, including those owned or operated by the Commonwealth and where the side wall exhaust vent termination is less than seven feet above finished grade in the area of the venting, including but not limited to decks and porches, the following requirements shall be satisfied:

1. INSTALLATION OF CARBON MONOXIDE DETECTORS. At the time of installation of the side wall horizontal vented gas fueled equipment, the installing plumber or gasfitter shall observe that a hard wired carbon monoxide detector with an alarm and battery back-up is installed on the floor level where the gas equipment is to be installed. In addition, the installing plumber or gasfitter shall observe that a battery operated or hard wired carbon monoxide detector with an alarm is installed on each additional level of the dwelling, building or structure served by the side wall horizontal vented gas fueled equipment. It shall be the responsibility of the property owner to secure the services of qualified licensed professionals for the installation of hard wired carbon monoxide detectors.
   a. In the event that the side wall horizontally vented gas fueled equipment is installed in a crawl space or an attic, the hard wired carbon monoxide detector with alarm and battery back-up may be installed on the next adjacent floor level.
   b. In the event that the requirements of this subdivision can not be met at the time of completion of installation, the owner shall have a period of thirty days to comply with the above requirements; provided, however, that during said thirty day period, a battery operated carbon monoxide detector with an alarm shall be installed.

2. APPROVED CARBON MONOXIDE DETECTORS. Each carbon monoxide detector as required in accordance with the above provisions shall comply with NFPA 720 and be ANSI/UL 2034 listed and IAS certified.

3. SIGNAGE. A metal or plastic identification plate shall be permanently mounted to the exterior of the building at a minimum height of eight feet above grade directly in line with the exhaust vent termination for the horizontally vented gas fueled heating appliance or equipment. The sign shall read, in print size no less than 1/2 inch in size, “GAS VENT DIRECTLY BELOW. KEEP CLEAR OF ALL OBSTRUCTIONS”.

4. INSPECTION. The state or local gas inspector of the side wall horizontally vented gas fueled equipment shall not approve the installation unless, upon inspection, the inspector observes carbon monoxide detectors and signage installed in accordance with the provisions of 248 CMR 5.08(2)(a) 1 through 4.

   (b) EXEMPTIONS: The following equipment is exempt from 248 CMR 5.08(2)(a)1 through 4:
   1. The equipment listed in Chapter 10 entitled “Equipment Not Required To Be Vented” in the most current edition of NFPA 54 as adopted by the Board; and
   2. Product Approved side wall horizontally vented gas fueled equipment installed in a room or structure separate from the dwelling, building or structure used in whole or in part for residential purposes.

   (d) MANUFACTURER REQUIREMENTS - GAS EQUIPMENT VENTING SYSTEM NOT PROVIDED. When the manufacturer of a Product Approved side wall horizontally vented gas fueled equipment does not provide the parts for venting the flue gases, but identifies “special venting systems”, the following requirements shall be satisfied by the manufacturer:
   1. The referenced “special venting system” instructions shall be included with the appliance or equipment installation instructions; and
   2. The “special venting systems” shall be Product Approved by the Board, and the instructions for that system shall include a parts list and detailed installation instruction.

   (e) A copy of all installation instructions for all Product Approved side wall horizontally vented gas fueled equipment, all venting instructions, all parts lists for venting instructions, and/or all venting design instructions shall remain with the appliance or equipment at the completion of the installation.
WARRANTY

Empire Comfort Systems Inc. warranties this hearth product to be free from defects at the time of purchase and for the periods specified below. Hearth products must be installed by a qualified technician and must be maintained and operated safely, in accordance with the instructions in the owner’s manual. This warranty applies to the original purchaser only and is not transferable. All warranty repairs must be accomplished by a qualified gas appliance technician.

Limited Lifetime Parts Warranty – Combustion Chamber, Heat Exchanger, and Factory-Installed Glass
If the combustion chamber, heat exchanger (see parts list) or factory-installed glass fails because of defective workmanship or material, Empire will repair or replace at Empire’s option.

Limited Three-Year Parts Warranty – All Other Components
(Except Remote Controls, Thermostats, Accessories and Replacement Parts)
Should any part fail because of defective workmanship or material within three years from the date of purchase, Empire will repair or replace at Empire’s option.

Limited One-Year Parts Warranty – Remote Controls, Thermostats, Accessories, and Parts
Should any remote control, thermostat, accessory, or other part fail because of defective workmanship within one year from the date of purchase, Empire will repair or replace at Empire’s option.

Duties Of The Owner
The appliance must be installed by a qualified installer and operated in accordance with the instructions furnished with the appliance. A bill of sale, cancelled check, or payment record should be kept to verify purchase date and establish warranty period. Ready access to the appliance for service.

What Is Not Covered
Damages that might result from the use, misuse, or improper installation of this appliance.
Travel, diagnostic costs and freight charges on warranted parts to and from the factory.
Claims that do not involve defective workmanship or materials.
Unauthorized service or parts replacements.
Removal and reinstallation cost.
Inoperable due to improper or lack of maintenance.

How To Get Service
To make a claim under this warranty, please have your receipt available and contact your installing dealer. Provide the dealer with the model number, serial number, type of gas, and purchase verification. The installing dealer is responsible for providing service and will contact the factory to initiate any warranted parts replacements. Empire will make replacement parts available at the factory. Shipping expenses are not covered.
If, after contacting your Empire dealer, service received has not been satisfactory, contact: Consumer Relations Department, Empire Comfort Systems Inc., PO Box 529, Belleville, Illinois 62222, or send an e-mail to info@empirecomfort.com with “Consumer Relations” in the subject line.

Your Rights Under State Law
This warranty gives your specific legal rights, and you may also have other rights, which vary from state to state.