

# Retreat at Riverland

## Fireplace Instructions

Please note that the control panel varies between units.

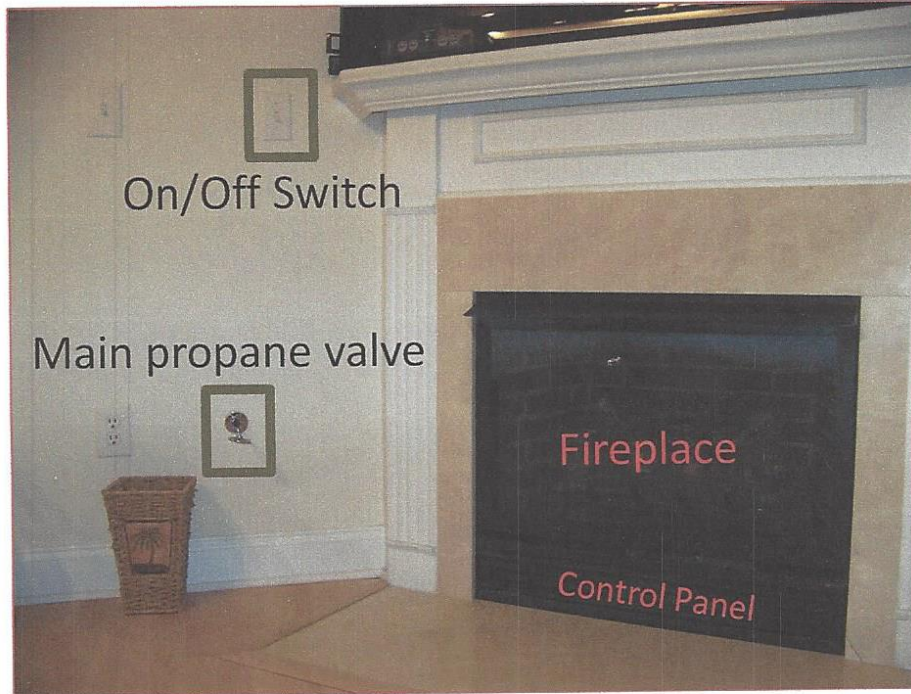


Figure 1: Main components of Fireplace.

## Fireplace Main Control Panel- ON Position

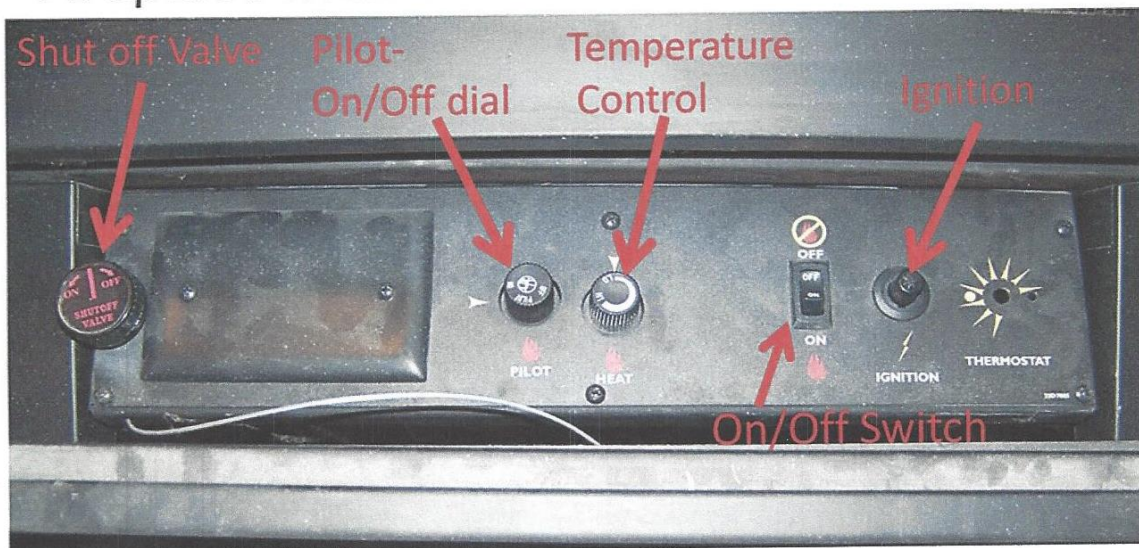


Figure 2: What the unit should look like in the on position. Note the shutoff valve is turned to "on" and the Pilot is turned to "on".

Turn on Directions-

1. Make sure that fireplace On/Off switches on the wall on the main control panel are turned off.
2. Remove the Grill from the fireplace. This requires lifting up on the grill and then pulling it out. Sometimes it takes a bit of wiggling.
3. Remove the logs CAREFULLY. They will be dirty and FRAGILE. Make sure you KNOW where each log goes to put them back.

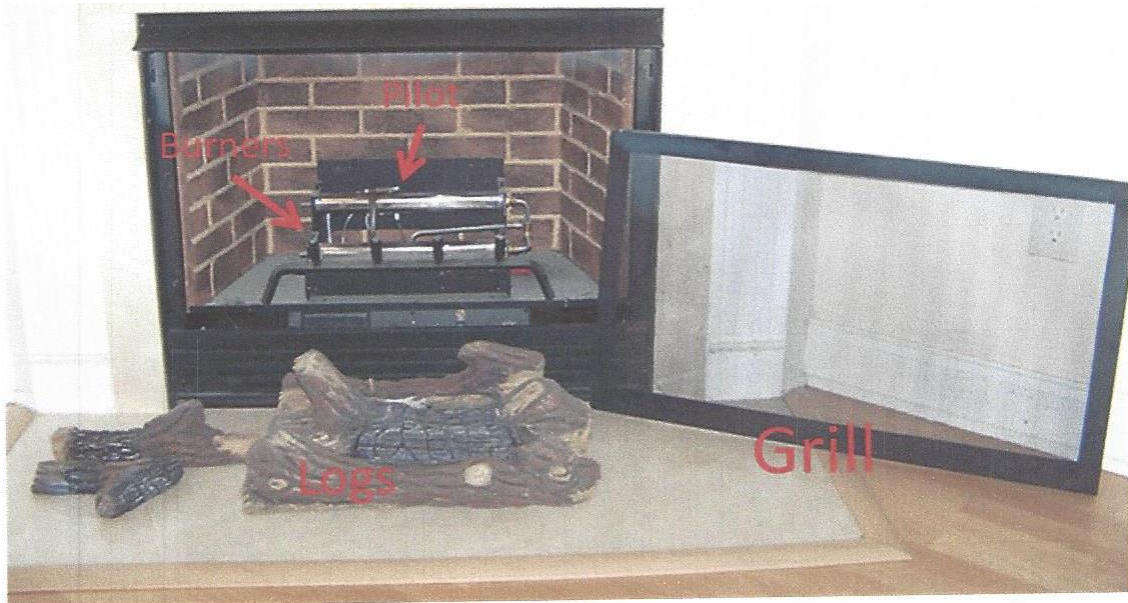


Figure 3: Disassembled Fireplace

4. Dust the Pilot and the Burners (the long tubes with holes where fire comes out) with either compressed air or a paint brush. Do NOT use water. See Figure 3.
5. Turn the main propane valve on the wall On. This will take several complete rotations of the key. See demonstration in figure

## Main Propane Valve for Condo

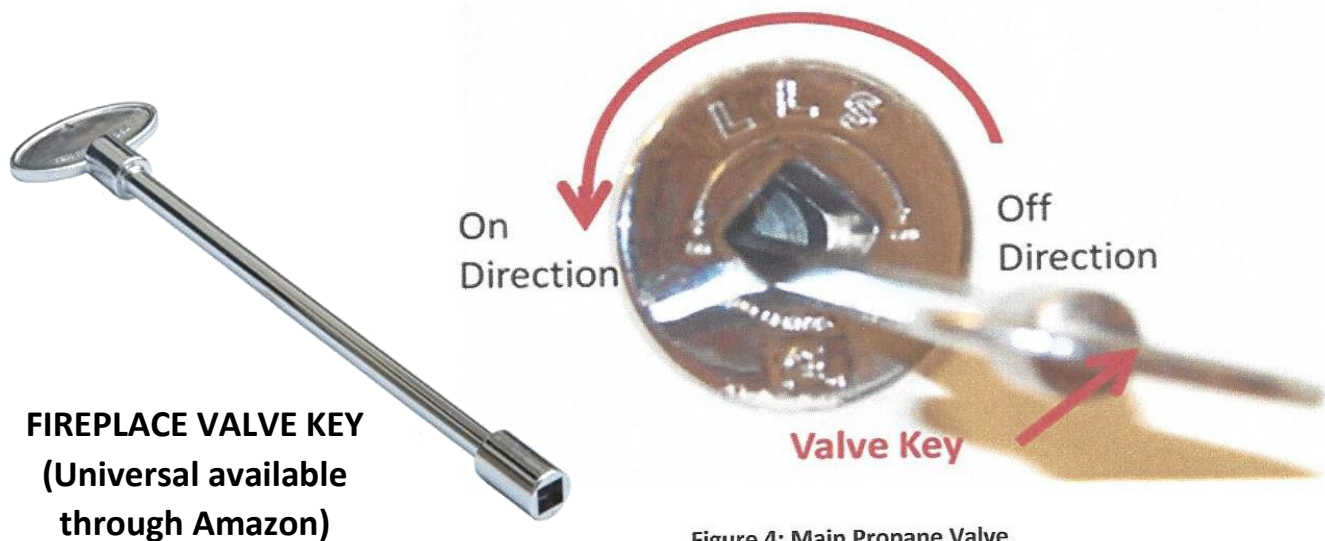


Figure 4: Main Propane Valve



6. Open the control panel seen in Figure 2.
7. Turn the Shut off Valve to "On".
8. Turn the Pilot to "Pilot". You will have to press the dial in order to do this.
9. It is now time to light the Pilot. CAUTION: You MUST be careful during this part. DON'T have your head inside the unit. IF you are unsuccessful within 7-10 minutes or begin to smell natural gas, STOP trying. Leave it alone for about 5-10 minutes and then try again.
10. Holding the Pilot dial in allows gas to flow into the Pilot of the unit. While holding the dial in, press the Ignition push switch. You should be able to see a small spark in the back of the unit at the Pilot. CONTINUE TO PRESS THE IGNITION SWITCH every 10-15 seconds while holding the Pilot dial pressed in. You will have to do this for about 5 minutes to bleed the air out of the gas line. IF the Pilot does not light within 7-10 minutes or you begin to smell gas, STOP, and follow step 9.
11. Once the Pilot lights, hold the Pilot dial for another 30 seconds to ensure that the Pilot will stay lit and then turn the dial to the On position.
12. Your control panel should now look EXACTLY like Figure 2.
13. You now have the Pilot lit. The next step will allow gas to enter the Burners and light the main unit. Don't have your head in the unit. Keep your body as far away as possible from the unit. IF the Burners don't light within 10-15 seconds, turn the On/Off switch back off, allow gas to dissipate, and try again. If it doesn't work again...CALL ME. If the top burner lights but the bottom does not, try the above procedure a couple times. If it still doesn't light, I have found that replacing the logs and then attempting to light it will work after about 10-15 seconds.
14. Turn the main unit on by turning the On/Off switch on the Control Panel to On. The upper Burner should light followed by the lower Burner. It is normal for there to be a "burning" smell or a whistling. IF the unit does not turn on in 10-5 seconds, turn the switch Off and follow step 10.
15. Congratulations. Your fireplace is now ready to work for the fall. Turn the On/Off switch on the Control Panel to Off.
16. Turn On the wall Switch to confirm it lights the fireplace. Turn Off the wall Switch.
17. THE UNIT WILL BE HOT. Replace the Logs and the Grill in the SAME positions that they were in before.
18. You can now close the control panel.
19. Turn On the wall Switch to confirm the Logs are not hindering the fire. Turn Off the wall Switch.
20. You are now ready to enjoy your fireplace for the winter. If you are going to be away for a long period of time, you should consider turning off the Pilot (follow the Turn Off Procedure). In the Spring, please follow the Turn Off Procedure before the propane is turned off for the summer.