



**TECHNICAL DATA SHEET**  
**KIT #98-56301**  
**WINDSOR BAY DIRECT VENT MODEL 8830**  
**And**  
**DVI-32 DIRECT VENT MODEL 8870**  
**CONVERTING THE FROM NATURAL GAS (NG) TO LIQUID PROPANE (LP)**  
**USING THE TOP CONVERTIBLE PILOT**

**TOOLS REQUIRED**

Phillips Screwdriver  
Slotted Screwdriver  
5/32" Allen Wrench  
1/2" Deep Socket or Wrench  
Flat Screwdriver  
Manometer  
Gas Leak Testing Device

**KIT COMPONENTS**

1-LP Valve Regulator  
1-#35 Pilot Orifice  
2-#56 Burner Orifice  
LP Sticker (red)  
1 -Conversion Label  
Instructions

NOTE: This kit was designed for use with the WINDSOR BAY Gas Fired Direct Vent Insert heater, model number 8830 or the DVI-32 Gas Fired Direct Vent Insert, Model 8870.

<p>This conversion kit shall be installed by a qualified service agency in accordance with the manufacturer's instructions and all applicable codes and requirements of the authority having jurisdiction. If the information in these instructions is not followed exactly, a fire, explosion, or production of carbon monoxide may result causing property damage, personal injury, or loss of life. The qualified service agency is responsible for the proper installation of this kit. The installation is not proper and complete until the operation of the converted appliance is checked as specified in the owner instructions supplied with the kit.</p>	<p>Cet équipement de conversion sera installé par une agence qualifiée de service conformément aux instructions du fabricant et toutes exigences et codes applicables de l'autorités avoir la juridiction. Si l'information dans cette Instruction n'est pas suivie exactement, un feu, explosion ou production de protoxyde de carbone peut résulter le dommages causer de propriété, perte ou blessure personnelle de vie. L'agence qualifiée de service est esponsable de l'installation n'est pas propre et complète jusqu'à l'opération de l'appareil converti est chèque suivant les critères établis dans les instructions de propriétaire provisionnées avec l'équipement.</p>
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**CAUTION: The gas supply and the electrical power must be disconnected prior to making this conversion. The gas supply must be disconnected prior to disconnecting the electrical power.**



**PROCEDURE:**

1) Remove the front grill and the front facade as outlined in the Unpack & Inspect section of the owner's manual.

2) Remove the log set, referring to the Log Set Information section of the Owner's manual.

3) Remove the burner tube mounting clips using a philips head screwdriver, and gently slide the burner tubes out of the unit. Note their position for reassembly.

4) Remove the primary air plenum by gently lifting it upward and outward. Note its position for reassembly.

5) The pilot orifice is located under the pilot hood. Remove the pilot hood by grasping it and pulling it straight up. Using the 5/32" allen wrench, unscrew and remove the NG pilot orifice.

6) Turn in the new (.35 mm) LP orifice and tighten it with the allen wrench. Snap the pilot hood back in place, making sure the cut out on the hood aligns with the tang on the orifice housing.

7) Locate and remove the cotter pin in the air shutter assembly, located in the shutter control rod, in the front underside of the unit, as shown in Figures 2 and 3. Note its position for reassembly.

8) Locate and remove the air shutter assembly, located in the firebox, as shown in Figure 3 Note its position for reassembly.

9) Using a 1/2" deep socket (or 1/2" wrench) remove the two NG burner orifices (#46). Install the two LP orifices (#56).

10) Replace the air shutters by gently sliding the air shutter arm through the slot in the burner pan and reposition as previously noted and shown in Figure 3.

11) Replace the cotter pin in the air shutter assembly and reposition as previously noted and shown in Figures 2 and 3.

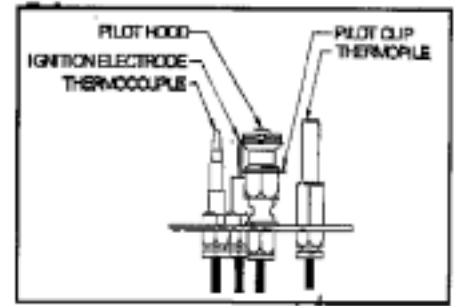


Figure 1

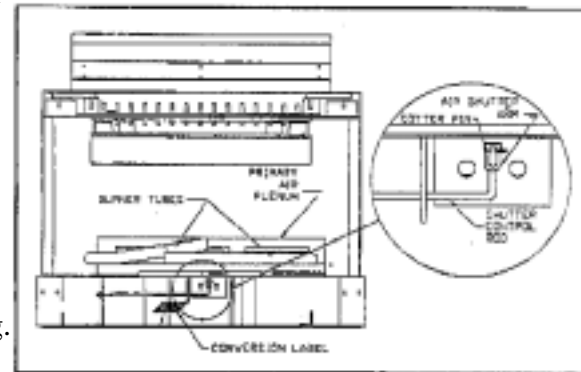


Figure 2

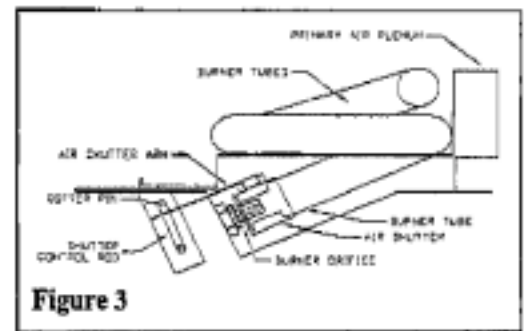


Figure 3

12) Replace the primary air plenum and reposition as previously noted and shown in Figures 2, 3, and 4.

13) Replace the burner tubes and reposition as previously noted and shown in Figures 2, 3, and 4. Be sure to properly tighten the burner tube clips.

14) Locate and remove the valve extension knobs by pulling them straight out with your hand, located under the front right of the stove, as shown in Figure 5.

**CONVERTING THE VALVE:** To convert the valve, refer to the following Instructions and Figure 6.

15) Using a slotted screwdriver, remove and discard the three pressure regulator mounting screws (A), the pressure regulator tower (B), and the diaphragm (C).

16) Insure that the rubber gasket (D) is properly positioned and install the new HI/LO pressure regulator assembly to the valve using the new screws (E) provided with the kit. Tighten the screws securely.

17) Install the enclosed identification label (F) to the valve body where it can be readily seen. Place the red LP sticker over the white NG sticker on the floor of the unit, just below the valve, as shown in Figure 5.

18) Replace the valve extension control knobs and reposition as previously noted and shown in Figure 5.

19) Replace the log set per the instructions in the Log Set Information section of the Owner's manual..

20) The conversion kit comes with a conversion label, which must be filled out completely and mounted, on the unit in a visible location. The sticker should be mounted on the base of the unit just inside the left door, as shown in Figure 2.

21) Replace the front facade and the front grill as described in the Assembling The Unit section of the Owner's manual.

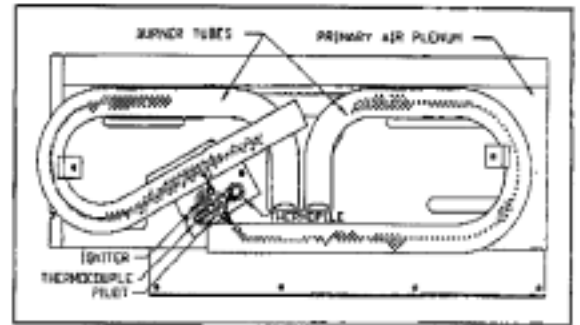


Figure 4

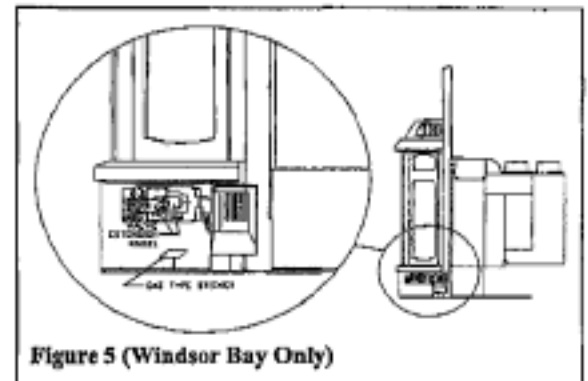
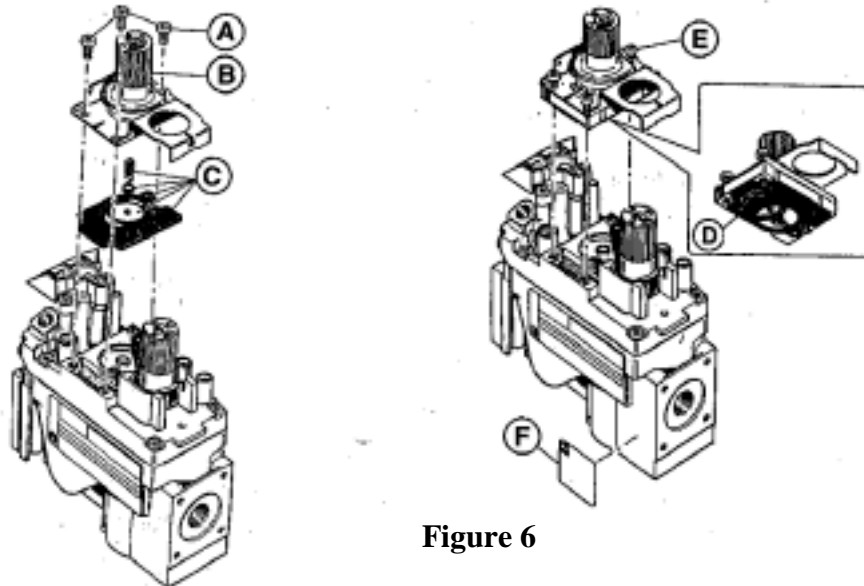


Figure 5 (Windsor Bay Only)



**Figure 6**

**GETTING READY TO LIGHT THE STOVE:**

1) Turn on the gas supply. Check the manifold pressure using a manometer. Refer to the Gas Supply & Connections section of the Owner's Manual for instructions.

2) LEAK TEST, by using a sudsy or sudsing solution on all gas piping connections **BEFORE** AND **AFTER** LIGHTING THE STOVE.

3) The Input rate of the heater can be verified by checking the manifold pressure. If the manifold pressure is correct, then the input rate is also correct. Refer to the Owner's Manual, in the sections indicated, for:

- a. Details on adjustment for proper pilot and main burner flame appearance. (Initial Adjustments section)
- b. Instructions for checking out the normal operating sequence of the ignition system. (How Turn the Unit On & Off section)
- c. Location on valve to check manifold pressure. (Gas Supply & Connections section)

1) Light the stove as outlined in the How To Turn the Unit On & Off section of the manual.

5) Adjust the air shutters as indicated in the Initial Adjustments section of the Owner's Manual.

NOTE: For installations from 610-1370 meters (2000-4500 ft.) the orifice sizes (DMS) for natural and propane gas are 46 and 56 respectively. (*Cet appareil est équipé pour des altitudes comprises entre 0 et 2000 pieds (0-610 m) seulement.*) See data plate for additional information. For high altitude installations consult the local gas distributor or the authority having jurisdiction for proper rating methods. If the unit must be adjusted, the information sticker (provided with this kit) must be filled out completely and mounted to the unit per the instructions provided above.



	Natural Gas	LP
Input rating (Btu/hr)	32,000	32,000
Maximum output (BTU/hr)	24,000	24,500
Minimum input rating (Btu/hr)	20,000	26,000
Orifice size DMS	46	56
Man. pressure-HI setting (in. w.c./kPa)	3.5/0.87	10.0/2.48
Man. Pressure-Lo setting (in.w.c./kPa)	1.6/0.42	6.4/1.59
Inlet pressure-HI (in. W.c./kPa)	10.5/2.6	14.0/3.47
Inlet pressure-LO (in. W.c./kPa)	5.0/1.24	11.0/2.88

**WARNING:** Make sure proper replacement orifices have been used.

LP ORIFICES:	Main Burner #56	Pilot #35
NAT. GAS ORIFICES:	Main Burner #46	Pilot #51