
INSTALLATION INSTRUCTIONS

MODELS

EHP323-A05 EHP323-A10 EHP323-A15
EHP323-B09 EHP323-B15

OPTIONAL ELECTRIC HEAT PACKAGES

For Use With
2, 2½ and 3 Ton Package Units



Bard Manufacturing Company, Inc.
Bryan, Ohio 43506
Since 1914 . . . Moving ahead, just as planned.

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BARD MANUFACTURING COMPANY, INC.
BRYAN, OHIO USA 43506

IMPORTANT

The equipment covered in this manual is to be installed by trained, experienced service and installation technicians.

SHIPPING DAMAGE

Upon receipt of equipment, the carton should be checked for external signs of shipping damage. If damage is found, the receiving party must contact the last carrier immediately, preferably in writing, requesting inspection by the carrier's agent.

UNPACKING THE HEAT PACKAGE

Remove the heat package from the shipping carton. The heat package must consist of the following:

1. Basic heater enclosure with controls and installation instructions.
2. Plastic bag containing (1) 230 V terminal block, (1) grounding lug, (4) #10-16 x 1/2" screws, (2) #8-16 x 1" screws, (1) #10-24 x 1/2" screw, and (1) wire tie.

INSTALLATION

1. Disconnect all power supplies to the air conditioner or heat pump.
2. Remove the control panel service door and heater access door.
3. Remove the four (4) #10-16 X 1/2" screws, which secure the electric heat cover plate (blank off plate). (See Figure 1.) Remove the electric heat cover plate from the blower partition and discard.
4. Carefully insert heater package through the opening provided in the blower partition. Guide the heater package into the opening being careful to align the locating pin(s) or the heater(s) in the dimpled holes provided in the rear of the blower partition.
5. Line up the four (4) holes in the heater control panel with the four (4) pre-punched holes in the blower partition and secure the heater package to the blower partition with the four (4) #10-16 x 1/2" screws provided.

WIRING CONNECTIONS

Connect the wires exiting the bottom of the heater package into the unit circuit by plugging in the plastic snap lock fitting into the mating fitting located on the rear of the control panel.

IMPORTANT

A separate power supply must be provided for use with any optional heater package. **DO NOT** attempt to connect a heater package with a basic unit to a single power supply.

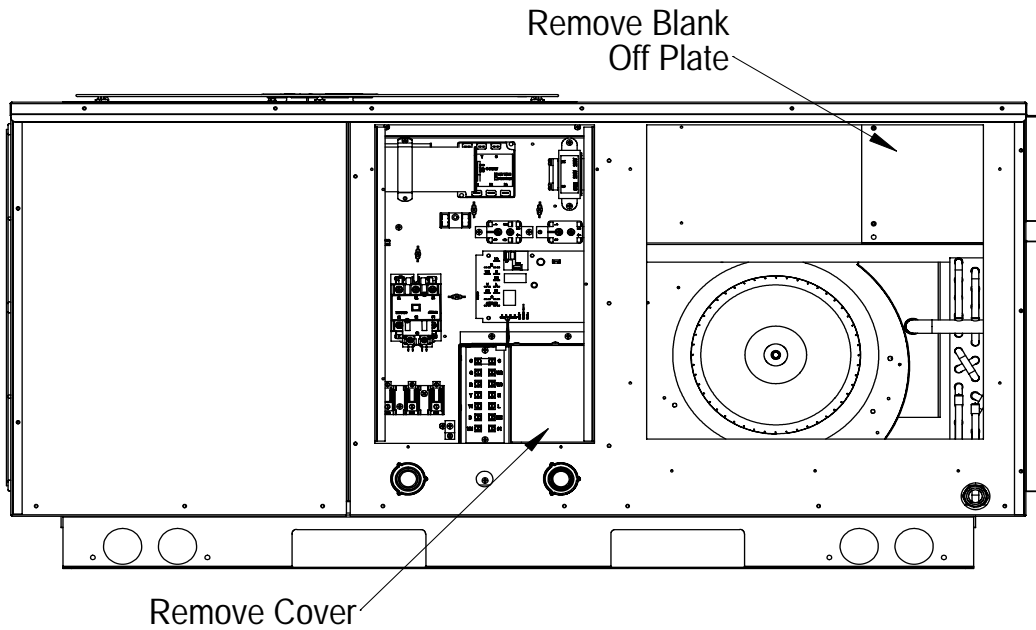
Remove the unit control panel cover and the inner 4 1/4" x 7 3/4" cover. By removing this cover, an isolated area is exposed. Install the high voltage terminal block. Use the two (2) #8-16 x 1" screws provided. Install the grounding lug, using the two (2) #10-24 x 1/2" screws into the pre-punched holes supplied.

Route the line voltage power circuit wires from the heater package through the bushed hole in the unit's center partition to the newly installed high voltage terminal block.

Inspect all wiring for damage and secure any loose wiring with the enclosed wire tie. See Figure 2 for completed assembly. Replace the terminal block cover, control box cover and blower service door.

Energize both power supplies and check for proper system operation.

**FIGURE 1
UNIT MODIFICATION**



**FIGURE 2
INSTALLATION & WIRING**

