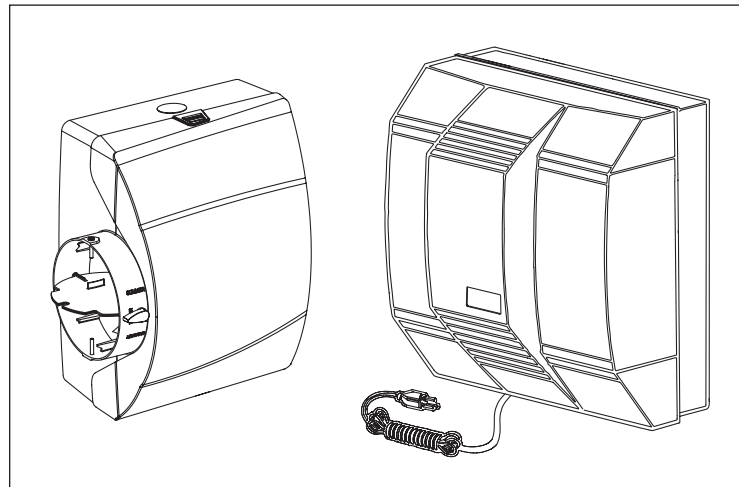


READ AND SAVE THESE
INSTRUCTIONS



OWNER'S MANUAL

FOR BYPASS AND FAN POWERED HUMIDIFIERS

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5005 York Drive, Norman, OK 73069

Includes Safety, Operating and Maintenance Instructions

Bypass and Fan Powered Humidifiers

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WARNING! 120 VOLTS may cause injury from electrical shock.
Disconnect power and shut off water supply before servicing.

CAUTION! Sudden operation may cause personal injury or property damage. Turn Humidifier Control to “OFF” before servicing.

Introduction

Thank you for your recent humidifier purchase. We sincerely appreciate your business and are pleased to add your name to our growing list of customers. Now, please take a few minutes and read this booklet. This will familiarize you with the benefits you will receive from the equipment you just purchased and help you understand the routine maintenance that will be required.

I. Principle of Operation

You have purchased a humidifier that operates on the evaporative principle. It will provide the proper relative humidity (see operating instructions) all during the heating season. It is very possible that you have questions concerning what your new humidifier can do for you, and what you should do to receive maximum benefits from it. This booklet is intended to answer these questions.

The humidifier operates in conjunction with the furnace blower motor. When the humidifier control calls for humidity and the blower motor is operating, water flows to the distribution tray located at the top of the humidifier. The water is uniformly distributed across the width of the tray and through a scientifically designed system of outlets. It flows by gravity over the humidifier pad. Dry, hot air is moved through the moisture-laden humidifier pad where evaporation takes place. The now-humidified air carries moisture in vapor form throughout the home.

The correct water flow is determined by an orifice in each humidifier. When the humidifier is operating, there will be a small, steady stream of water to drain, which flushes away most of the trouble-causing minerals. Do not use the saddle valve to regulate the water flow. It is designed to be completely opened or closed.

The minerals and solid residue not trapped by the replaceable humidifier pad are flushed down the drain. The drain also eliminates the problems caused by stagnant water. This is the most effective and least expensive method to dispose of trouble-causing minerals.

Trouble-free performance and minimum maintenance are assured by the design features of the humidifier. All humidifier housing parts that come in contact with water are non-metal (except for the valve and humidifier pad) and will never rust or corrode. Neither heat nor water will affect them under normal operating conditions.

The humidifier pad, designed especially for uniform, high evaporation, and the Scale Control Insert also efficiently trap mineral deposits which are often the cause of damage to working parts in ordinary humidifiers. No “white dust” can be distributed throughout the living quarters. The humidifier pad must be in good condition to assure high capacity trouble-free performance. It should be changed annually.

Older design water distribution trays have a granular coating in the bottom of the distribution tray to provide equal distribution of water to each of the openings assuring an even flow over the humidifier pad. **Do not clean the mineral scale off the bottom of the water distribution tray at the end of the humidification season.** If the granular coating is removed, it is not necessary to purchase a new distribution tray. You can accomplish the same uniform performance by applying a small amount of liquid dishwashing soap over the entire inside surface of the water distribution tray. This will allow the water to flow evenly through each of the openings, provided the humidifier is level, in order to achieve maximum capacity.

The current distribution tray which incorporates a synthetic fabric liner that replaces the granular coating, is designed to deliver water uniformly over the entire top surface of the humidifier pad, provided it is mounted level. It is normal for some mineral deposits to form in the distribution tray as it dries out between humidification cycles. These deposits can actually help distribute water in the tray, but if they form enough to block the openings, they should be removed as described in the “Periodic Preventative Maintenance” section of this manual.

II. Operating Instructions

Your new humidifier is controlled by a Manual Humidifier Control installed either in the living area (typically near the thermostat) or in the cold air return. It is important to anticipate a drop in outdoor temperature and reduce the setting accordingly to avoid excessive condensation. For example, with an outdoor temperature of 20°F the correct setting will be 35% relative humidity. If the temperature is expected to fall to 0°F that evening, then merely reduce the setting to 25% several hours prior to the temperature change.

The recommended settings on the humidifier control are based on years of research (see Table 1) and experience as to what is best for the average home. These settings represent a compromise between RH levels that would be most desirable for comfort reasons and humidity levels that are suitable for protection of your home. For example, a wintertime indoor RH of 50% may be considered ideal by some, but unfortunately, it probably would result in damage to your home. Observance of the recommended RH levels on your humidifier control, therefore, is an important safeguard. Condensation of water on inside windows in the form of fogging or frost is usually an indication that the relative humidity is too high. This same condensation can take place in other areas in your home with the possibility of damage resulting.

TABLE 1 – Outdoor-Indoor Relative Humidity	
Outside Temperature	Recommended RH
+40°F	45%
+30°F	40%
+20°F	35%
+10°F	30%
0°F	25%
– 10°F	20%
–20°F	15%

The Humidifier Control is a precision instrument that can be used to determine the RH accurately in your home during the winter. Turn the dial to the lowest setting, then reverse the dial direction slowly until a “click” is heard. At this point, read the RH on the dial. This will be very close to the actual RH in your home.

To check the humidifier operation, set the humidifier control above the click point, make sure that the water saddle valve is open and that there is electricity to the humidifier. Generally, the furnace and blower motor must be operating for the humidifier control to function. After the humidifier has operated for several minutes and water is entering the humidifier and coming out at the drain, reduce the humidifier control setting below the click point and the humidifier should automatically shut off. Now set the humidifier control dial at the recommended inside relative humidity, depending on the outside temperature. Follow the suggested settings prior to a drop in the outside temperature.

Additional Information

Be sure to keep fireplace dampers closed when not in use. They provide an excellent escape route for heat, as well as humidity. Humidity is lost at an even faster rate than heat because water vapor tends to seek its own level and your humidifier would not be able to replace it even when running at full capacity.

On occasion, indoor moisture producing activities such as clothes drying, cooking, showers, etc., may raise the relative humidity level higher than it should be, even though the Humidifier is not operating. Telltale indications, again, are condensation or frost on cold surfaces such as windows, doors, walls, etc. If such condensation persists for several hours, your home should be ventilated to dissipate the potentially damaging excess moisture.

III. Effect of Water Characteristics

Your humidifier will operate effectively using either hard or mechanically softened water.

Any type of water (hard, soft, hot, or cold) is acceptable for use with the drain-type humidifiers. Hot supply water, 140° maximum, is recommended for all heat pump applications. **The use of hot supply water will also increase the amount of humidity generated in other applications.** The heat in the water increases evaporation and the water going to the drain is cold to the touch. For better performance it is recommended that soft (reduced minerals) or filtered water be supplied to the humidifier pad. This can help reduce the amount of scale and mineral deposits that can accumulate on the pad.

WARNING

RISK OF SCALDING. Water temperature over 125°F can cause severe burns and scald instantly. Shut off the hot water supply before disconnecting or tapping into any hot water supply line.

IV. Annual Maintenance

For best performance, we recommend that you replace the Humidifier Pad in your humidifier at least annually. See individual model instructions for additional maintenance.

To purchase a new Humidifier Pad:

- Call the installer of your humidifier.
- This information is often found on your equipment.
- Call your heating and air conditioning dealer.
- If none of the above is successful and you still need information, please feel free to contact us at 800-910-9675.
- Purchase only Genuine Source 1 Humidifier Pads to maintain performance.

V. Annual Summer Shutdown

1. For Models 5000 and 6000, close the bypass damper, which is a part of the humidifier, with the use of the small damper handle.
2. Shut off the water supply to the humidifier by fully closing the saddle valve.

Humidifier Control:

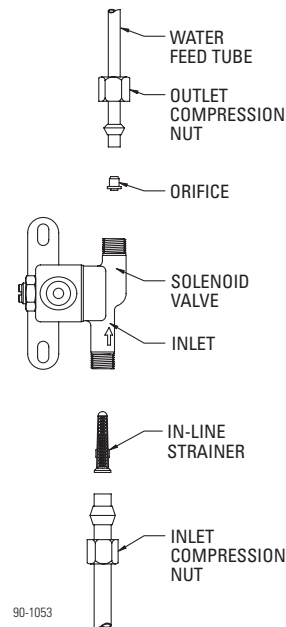
No adjustment to the Humidifier Control is required for summer shutdown.

VI. Periodic Preventative Maintenance

NOTE: Periodic inspection and preventative maintenance of your total heating system is important for efficient and safe operation. Your dealer will include humidifier service during a maintenance inspection.

Your humidifier is equipped with an in-line water strainer and orifice as shown below. These parts should be inspected and cleaned periodically to ensure continued proper humidifier performance.

WATER LINE INSPECTION AND SERVICE INSTRUCTIONS

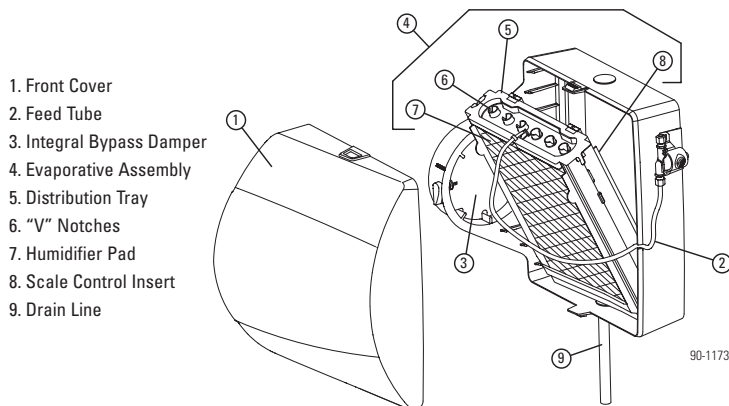


1. Disconnect electrical power to the furnace and humidifier and shut off water supply.
2. Disconnect the water line at the inlet compression nut.
3. Remove the in-line strainer from inside the inlet side of the valve by using a small nail or wire.
4. Flush the in-line strainer to clean it. If it is necessary to replace the strainer, contact your dealer for a replacement.
5. Reconnect the inlet water line. **Double Wrench to Prevent Leaking.**
6. Disconnect the water feed tube at the outlet compression nut.
7. Inspect the water feed tube by gently flexing it and looking for cracks or signs of wear. Replace tube if it is cracked, brittle, or has been damaged.
8. Remove the orifice from the copper or plastic water feed tube and make sure this small opening is unplugged.
9. Replace the orifice and reconnect the water feed tube. **Double Wrench to Prevent Leaking.**
10. Remove the drain line from the bottom of the humidifier. If applicable, flex it to loosen any mineral deposits or blockages. Flush the drain line with water under pressure to clear it of any debris, and slip it back onto the drain fitting. If drain line does not clean properly, replace it. Inspect the drain line to make sure it has a constant downward slope and is not flattened or blocked.
11. Turn on water supply and reconnect electrical power.

MAINTENANCE INSTRUCTIONS FOR MODELS 5000 & 6000 SMALL AND LARGE BYPASS HUMIDIFIERS

CAUTION

Sudden operation may cause personal injury or property damage.
Turn Humidifier Control to "OFF" or lowest setting before servicing.

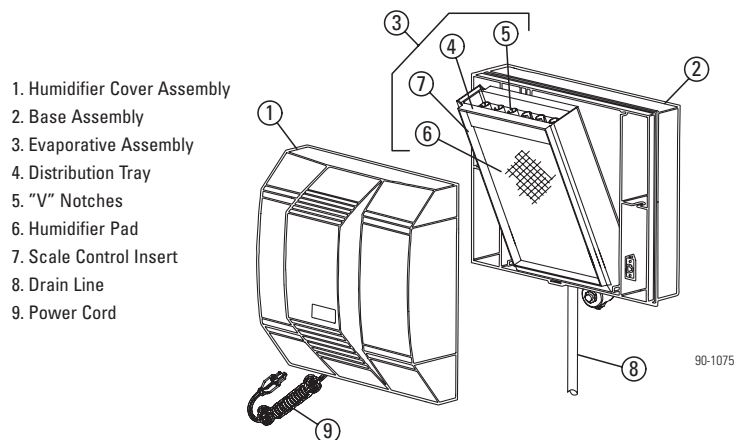


1. Note Humidifier Control setting and turn dial to the "OFF" position.
2. Turn off water supply. Turn the integral bypass damper (3) to the SUMMER position.
3. Press the tabs in the latches on the top and bottom of front cover (1) and pull cover off base with both hands. Set aside.
4. Carefully pull the plastic feed tube (2) out of the distribution tray (5) at the top of the evaporative assembly (4). Pull this assembly out by grasping at top and tipping out.
5. Unsnap the distribution tray (5) from the scale control insert (8). Lightly scrape out or brush off any mineral deposits, being careful not to stretch or loosen the synthetic fabric liner. Soaking the tray in vinegar or a lime-removing agent is helpful when trying to remove stubborn mineral deposits.
6. Slide the Humidifier Pad (7) out from the scale control insert (8). Clean the scale control insert of mineral deposits. Replace the Humidifier Pad (Part No. S1-HUPAD10 for Model 5000 humidifier and Part No. S1-HUPAD35 for Model 6000 humidifier) with a new Humidifier Pad. Slide the Humidifier Pad back into the scale control insert with the colored spot up and snap the distribution tray (5) back into place.
7. Inspect the plastic feed tube (2) by gently flexing it and looking for cracks or signs of wear. Replace tube if it is cracked, brittle, or has been damaged.
8. Reinstall the evaporative assembly (4) into the humidifier by fitting its drain into the round receptacle at the base of the humidifier. Push the assembly in at the top until it snaps into place. Push the end of the feed tube back firmly into the distribution tray and replace the front cover.
9. Remove the drain line (9) from the bottom of the humidifier. If applicable, flex it to loosen any mineral deposits or blockage. Then flush it with water under pressure. If it does not properly clear, replace it. Slip drain line back onto the drain fitting. Make sure the drain line has a constant downward slope and is not flattened or blocked.
10. Turn on the water supply. Return integral bypass damper to appropriate position.
11. Check system operation:
Manual Humidifier Control: With the furnace blower operating and the furnace calling for heat, turn up Control and check system operation.
12. Set Humidifier Control to its original position.

MAINTENANCE INSTRUCTIONS FOR MODEL 7000 FAN POWERED HUMIDIFIER

WARNING

ELECTRICAL SHOCK HAZARD. Can cause injury or death. Disconnect all electrical power supplies before servicing. Shut off water supply before disconnecting or tapping into any water supply line.



1. Humidifier Cover Assembly
 2. Base Assembly
 3. Evaporative Assembly
 4. Distribution Tray
 5. "V" Notches
 6. Humidifier Pad
 7. Scale Control Insert
 8. Drain Line
 9. Power Cord
1. Note Humidifier Control setting and turn dial to the "OFF" position.
 2. Disconnect electrical power and turn off water supply.
 3. Unlatch humidifier front cover assembly (1) from base assembly (2) at the bottom of the cover, lift, and set aside.
 4. Pull out the evaporative assembly (3) by grasping at the top and tipping out.
 5. Unsnap the distribution tray (4) from the scale control insert (7). Lightly scrape out or brush off any mineral deposits, being careful not to stretch or loosen the synthetic fabric liner. Soaking the tray in vinegar or a lime-removing agent is helpful when trying to remove stubborn mineral deposits.
 6. Slide the Humidifier Pad (6) out from the scale control insert (7). Clean the scale control insert of mineral deposits. Replace the Humidifier Pad (Part No. S1-HUPAD35) with a new Humidifier Pad. Slide the Humidifier Pad back into the scale control insert with the colored spot up and snap the distribution tray (4) back into place.
 7. Inspect the plastic feed tube by gently flexing it and looking for cracks or signs of wear. Replace tube if it is cracked, brittle, or has been damaged.
 8. Reinstall the evaporative assembly (3) into the humidifier by fitting its drain into the round receptacle at the base of the humidifier. Push the assembly in at the top between the retaining ribs that hold the assembly in place in a vertical position.
 9. Remove the drain line (8) from the bottom of the humidifier. If applicable, flex it to loosen any mineral deposits or blockage. Then flush it with water under pressure. If it does not clear, replace it. Slip drain line back onto the drain fitting. Make sure the drain line has a constant downward slope and is not flattened or blocked.
 10. Reinstall front cover assembly (1) by hooking at the top of the base assembly (2) and latching at the bottom.
 11. Reconnect electrical power (9) and turn on the water supply.
 12. Check system operation:
Manual Humidifier Control: With the furnace blower operating and the furnace calling for heat, turn up Control and check system operation.
 13. Set Humidifier Control to its original position.

NOTE: The motor is permanently lubricated and does not need to be oiled.

LIMITED WARRANTY

UPG warrants this repair to be free from defects in factory workmanship and material under normal use and service and will, at its option, repair or replace any parts that prove to have such defects according to the terms outlined on this warranty. This warranty covers only the equipment described by the Product Model Number and Serial Number listed on the Warranty Registration Card.

For your benefit and protection, return the Warranty Registration Card to UPG promptly after installation. This will initiate the warranty period and allow us to contact you, should it become necessary. In the absence of a recorded Warranty Registration Card, the warranty period will begin upon product shipment from UPG.

This warranty extends only to the original consumer purchaser and is non-transferable. For this warranty to apply, the product must be installed according to UPG recommendations and specifications, and in accordance with all local, state, and national codes; and the product must not be removed from its place of original installation. The warranty period for repair or replacement parts provided hereunder shall not exceed beyond the warranty period stated below.

HUMIDIFIERS AND AIR CLEANERS
PARTS
5 yrs

UPG strongly recommends regular periodic preventative maintenance on this equipment. The person most familiar with the equipment in your HVAC system is a UPG dealer. The UPG dealer can ensure your maintenance program meets the conditions of the "UPG Warranty," maximize the efficiency of the equipment, and service your unit within the mandated guidelines. This warranty applies only to products installed in the United States and Canada.

EXCLUSIONS

This warranty does not cover any:

1. Shipping, labor, or material charges.
2. Damages resulting from transportation, installation, or servicing.
3. Damages resulting from accident, abuse, fire, flood, alteration, or acts of God (tampering, altering, defacing or removing the product serial number will serve to void this warranty).
4. Damages resulting from use of the product in a corrosive atmosphere.
5. Damages resulting from inadequacy or interruption of electrical service or fuel supply, improper voltage conditions, blown fuses, or other like damages.
6. Cleaning or replacement of filters.
7. Damages resulting from failure to properly and regularly clean air and/or water side of condenser and evaporator.
8. Damages resulting from: (I) freezing of condenser water or condensate; (II) inadequate or interrupted water supply; (III) use of corrosive water; (IV) fouling or restriction of the water circuit by foreign material or like causes.
9. Damages resulting from operation with inadequate supply of air or water.
10. Damages resulting from use of components or accessories not approved by UPG (vent dampers, etc.).
11. Increase in fuel or electric cost.
12. Disposable humidifier pad which will have to be replaced from time to time depending on the amount of use.
13. Disposable media which will have to be replaced from time to time depending upon the amount of use.
14. Inner housing seal.

THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

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For Owner's Information:

PRODUCT MODEL NO. _____ INSTALLATION DATE _____

UNIT SERIAL NO. _____ INSTALLING DEALER _____

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NOTES

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.