

# 265v Subbase Receptacle Accessory Kit For Use With Packaged Terminal Air Conditioner or Heat Pump

## Installation Instructions

### INTRODUCTION

These instructions cover the installation of the 265v Subbase Receptacle Accessory Kit. The 265v Subbase Receptacle Accessory Kit consists of the electrical junction box (including receptacle and wires), power plug/receptacle access cover, wiring access cover, power cord cover, and attachment screws.

### PACKAGE CONTENTS

ITEM	QUANTITY
Electrical Junction Box	1
Power Plug/Receptacle Access Cover	1
Wiring Access Cover	1
Power Cord Cover	1
Attachment Screws (black)	6

### GENERAL

The 265v Subbase Receptacle Accessory Kit can be field installed to convert a non-electrical subbase to an electrical subbase with a receptacle, for corded packaged terminal air conditioner (PTAC) units. See Fig. 1.

The 265v Subbase Receptacle Accessory Kit is available in 3 different ratings: 265v with 15, 20 or 30 amp ratings.

### INSTALLATION

**IMPORTANT:** Refer to chassis nameplate for power source requirements. Be sure that receptacle matches cord configuration on unit.

**⚠ WARNING**

Disconnect all power to unit to avoid possible electrical shock during installation.

Building power source wiring can enter subbase through any conduit knockout hole in bottom of the subbase or through the knockouts in the electrical junction box walls.

All wiring must comply with local electrical codes and National Electrical Code (NEC).

NOTE: Subbase must be removed from wall sleeve prior to installation of receptacle kit.

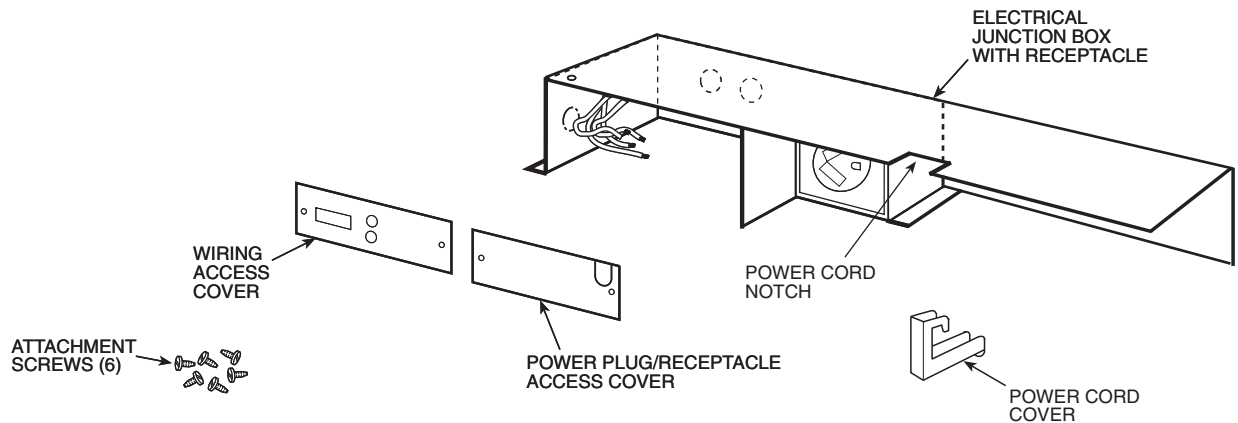
**Step 1** — Disconnect all power to unit and remove front panel.

**Step 2** — Remove both rectangular knockouts from front of subbase. See Fig. 2.

**Step 3** — Attach the electrical junction box by sliding the flanges on the box into the offsets located inside the subbase. Fasten with 2 attachment screws provided. See Fig. 3.

**Step 4** — Bring power into the subbase electrical junction box using one of the knockouts for conduit connections. See Fig. 3.

**Step 5** — Attach subbase to wall sleeve. Subbase has side tabs for mounting the subbase to the sleeve. Be sure hole on side tab is lined up with predrilled locator hole on side of sleeve. Once holes are aligned, attach subbase to sleeve with one (1) black screw on each side. *Do not overtighten.* See Fig. 2.



**Fig. 1 — Subbase Receptacle Accessory Kit**

Manufacturer reserves the right to discontinue, or change at any time, specifications or designs without notice and without incurring obligations.

**Step 6** — Connect power to receptacle wires using field-supplied wire nuts. See Fig. 4 for wiring.

**Step 7** — Attach wiring access cover with 2 black screws provided. See Fig. 5.

**IMPORTANT:** Be sure unit is installed before proceeding to next step.

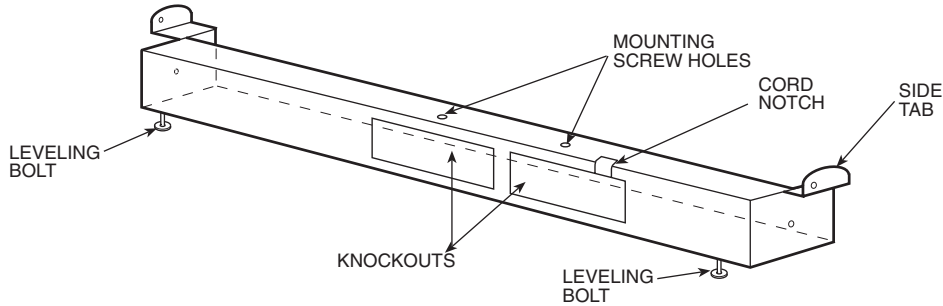
**Step 8** — Plug unit into receptacle.

**NOTE:** Cord should be routed out through the rectangular cord notch located on top front of the subbase. Do not remove the “U” shaped knockout on plug/receptacle access cover. See Fig. 5.

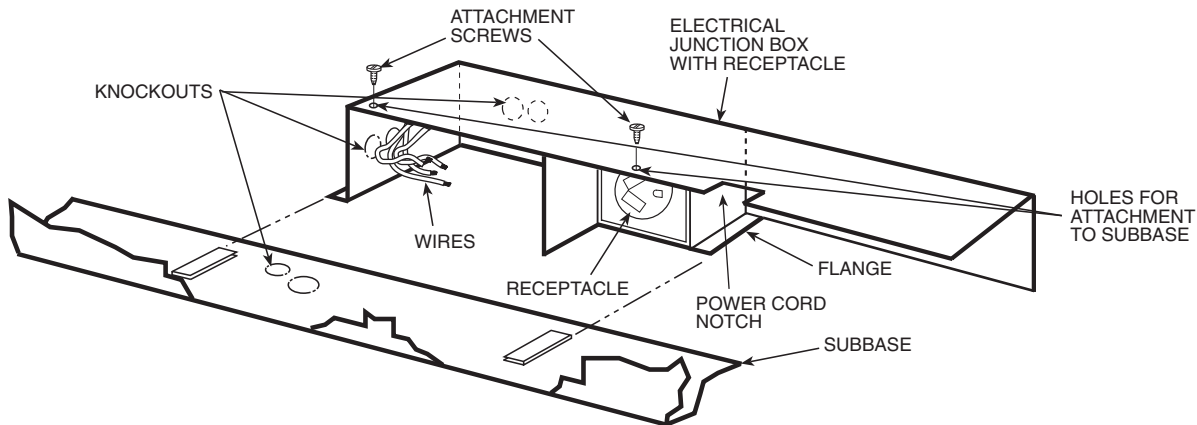
**Step 9** — Install metal power cord cover (required by UL [Underwriters’ Laboratories] and NEC) by hooking the cord cover onto the unit basepan ensuring power cord is completely covered by power cord cover. See Fig. 6.

**Step 10** — Make sure power cord cover is lined up so that power cord will pass through the rectangular power cord notch. See Fig. 5.

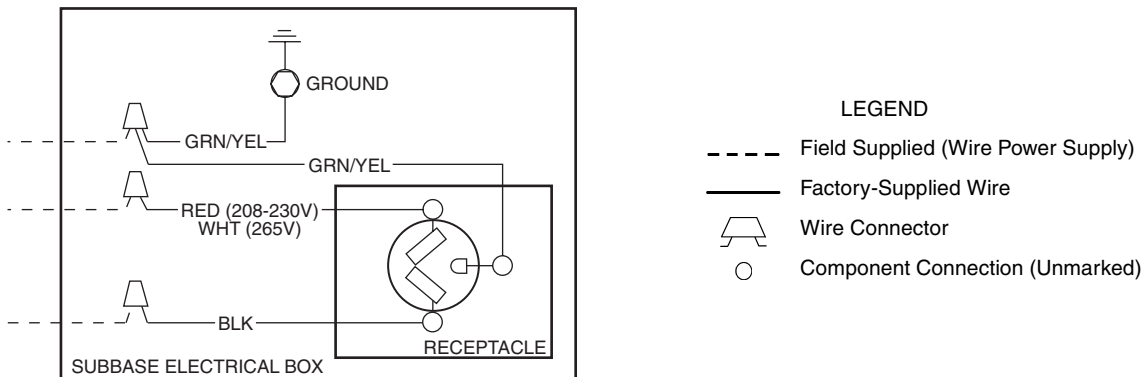
**Step 11** — Attach receptacle access cover to subbase with 2 black screws provided, capturing end of power cord cover. See Fig. 6.



**Fig. 2 — Knockout Location on Non-Electrical Subbase**



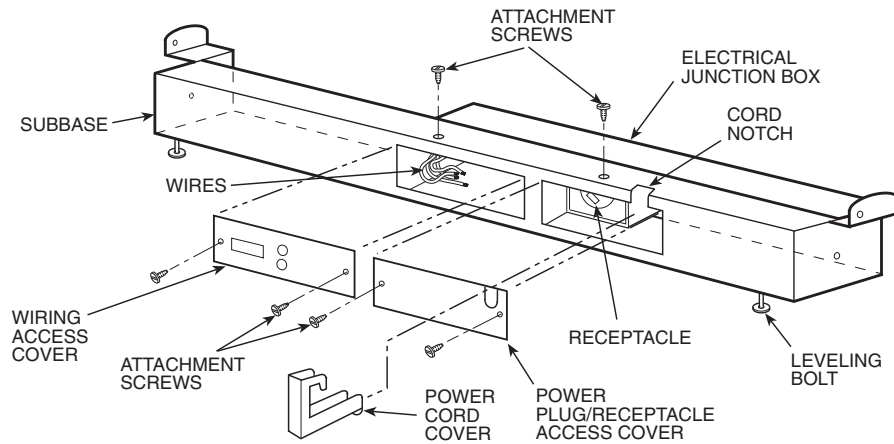
**Fig. 3 — Installation of Electrical Junction Box to Subbase**



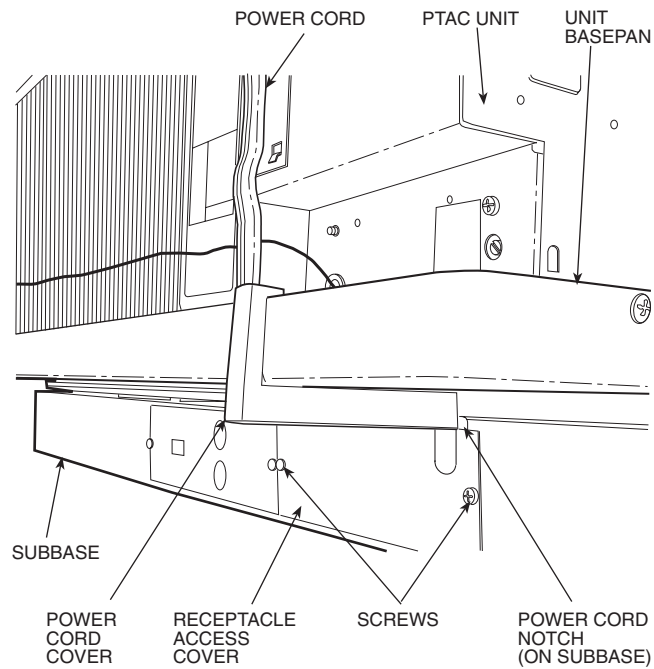
**Fig. 4 — Subbase Receptacle Wiring**

**Step 12** — Level subbase by adjusting leveling bolts beneath each end of subbase. See Fig. 7 for completed assembly.

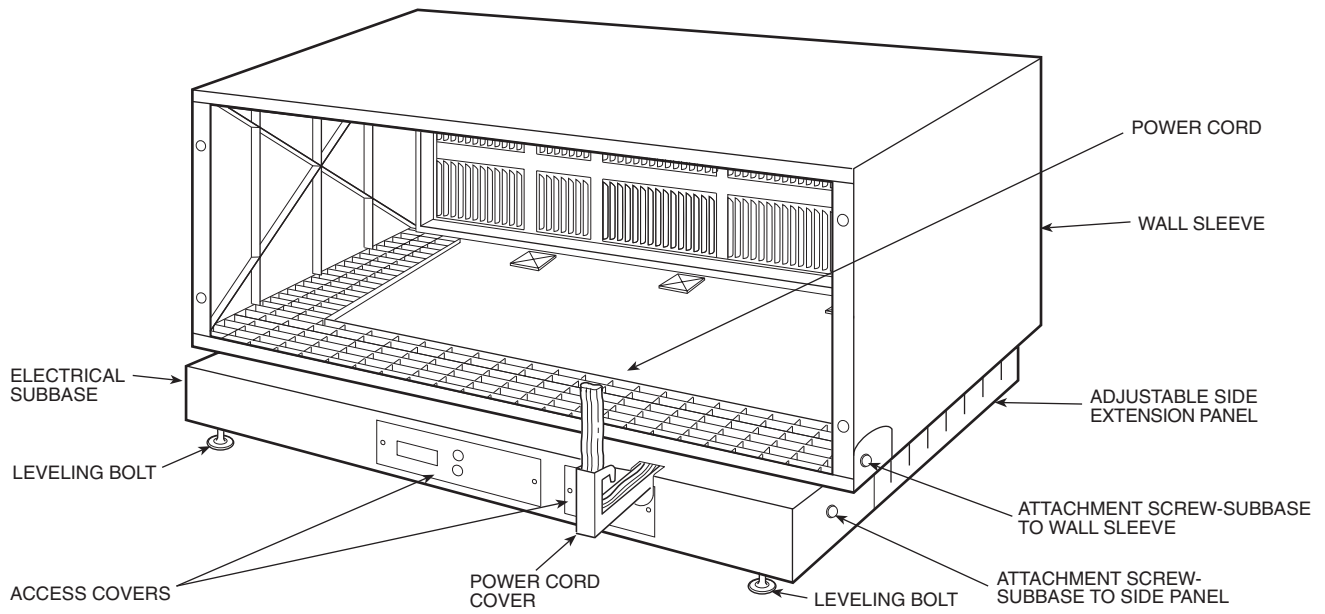
**Step 13** — Replace front panel and restore power to unit.



**Fig. 5 — Installing Access Covers and Location of Cord Notch**



**Fig. 6 — Location of Power Cord Cover on Basepan**



**Fig. 7 — Electrical Subbase Assembly Attached to Wall Sleeve with Installed Power Cord Cover**