

# USER'S INFORMATION MANUAL

**THESE INSTRUCTIONS  
APPLY TO THE  
MODEL GTM SERIES GAS-  
FIRED WARM AIR  
FURNACE.**



This symbol indicates important Safety Related Information

## **WARNING**

### **FIRE OR EXPLOSION HAZARD**

Failure to follow safety warnings exactly could result in serious injury death or property damage.

- ⇒ Do not store or use gasoline or other flammable vapors and liquids in the vicinity of this or any other appliance.
  
- ⇒ **WHAT TO DO IF YOU SMELL GAS:**
  - Do not try to light any appliance.
  - Do not touch any electrical switch; do not use any phone in your building.
  - Leave the building immediately.
  - Immediately call your gas supplier from a neighbor's phone. Follow the gas supplier's instructions.
  - If you cannot reach your gas supplier, call the fire department.
  
- ⇒ Installation and service must be performed by a qualified installer, service agency or the gas supplier.



### **DO NOT DESTROY THIS MANUAL**

Please read this manual completely and keep in a safe place for future reference.

# SAFETY ISSUES

**IMPORTANT:**

READ THESE INSTRUCTIONS THOROUGHLY BEFORE ATTEMPTING TO OPERATE THIS FURNACE.

This furnace has been designed to deliver many years of efficient, dependable service. With regular maintenance, some of which requires the attention of a qualified installer, service agency or gas supplier, some of which you may do yourself, the furnace will operate satisfactorily over many heating seasons.

Please read this manual to familiarize yourself with safety procedures, operation, and routine maintenance procedures.

Figure 1 is provided to help identify the components of your furnace.

**⚠ WARNING**

**IMPROPER INSTALLATION, ADJUSTMENT, ALTERATION, SERVICE OR MAINTENANCE CAN CAUSE PROPERTY DAMAGE, PERSONAL INJURY OR DEATH**

FOR ASSISTANCE OR ADDITIONAL INFORMATION, CONSULT A QUALIFIED INSTALLER, SERVICE AGENCY, OR YOUR GAS SUPPLIER.

**⚠ WARNING**

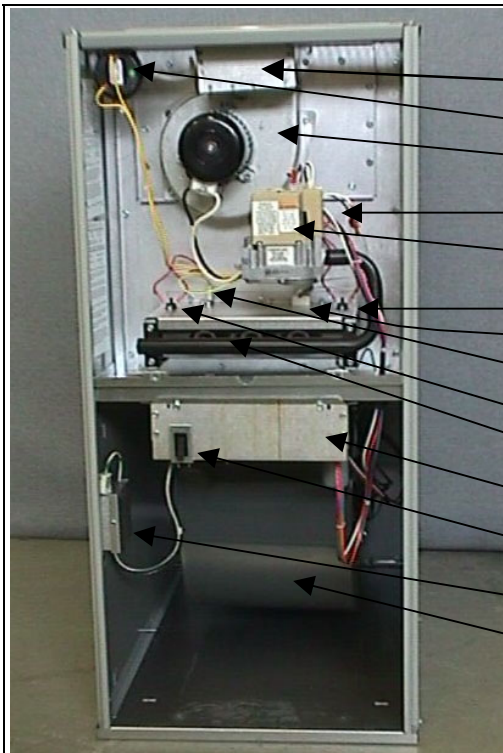
**DEVICES ATTACHED TO EITHER THE VENT OR COMBUSTION AIR INTAKE FOR THE PURPOSES OF EXCEEDING THE LIMITATIONS DESCRIBED IN THE INSTALLATION MANUAL, INCLUDING FIELD INSTALLED INDUCED BLOWER FANS HAVE NOT BEEN TESTED AND ARE NOT INCLUDED IN THE DESIGN CERTIFICATION OF THE FURNACE.**

**WE, THE MANUFACTURER CANNOT AND WILL NOT SPECULATE ON THE EFFECTS OF SUCH MODIFICATIONS, AND CANNOT AND WILL NOT BE RESPONSIBLE FOR INJURY OR DAMAGE CAUSED BY THE USE OF SUCH UNTESTED AND/OR UNCERTIFIED DEVICES, ACCESSORIES OR COMPONENTS.**

Most natural gas systems and all LP gas systems have a service regulator located near the point where the gas piping enters the building.

The propane tank will normally have an additional first stage regulator located at the tank outlet valve. All of these regulators (located outdoors) will have a vent; see Fig. 2.

It is important for these vents to remain clear. Do not allow moisture, which could freeze, to build up in the vent. If you see moisture building up in the regulator vent, contact your gas supplier.



**Figure 1 - FURNACE COMPONENTS**

- 1. Vent Box
- 2. Pressure Switch
- 3. Induced Blower
- 4. Limit Switch (Hidden – *behind gas valve*)
- 5. Gas Valve
- 6. Roll-Out Switch
- 7. Igniter
- 8. Flame Sensor
- 9. Roll-Out Switch
- 10. Burners
- 11. Control Box
- 12. Door Switch
- 13. Junction Box
- 14. Blower

- Transformer
- Fan Timer Board
- Motor Capacitor

**FIGURE 2: GAS REGULATOR VENT**



Regulator Vent  
Keep free of ice,  
snow and debris.

**⚠ WARNING**

**OBSTRUCTION OF THE AIR VENT ON AN LP (PROPANE) CYLINDER OR TANK REGULATOR CAN CAUSE EXPLOSION OR FIRE RESULTING IN PROPERTY DAMAGE, SEVERE PERSONAL INJURY OR DEATH.**

Your gas supplier should periodically inspect and clean the air vent screen to prevent any obstruction. Keep the protective regulator cover in place, as exposure to the elements can cause ice buildup and a regulator failure.

**GENERAL SAFETY RULES**

1. Combustible materials should not be stored against or around the furnace. Keep the furnace area clear and free from all combustible materials such as newspapers, rags, cardboard, clothing, etc. This applies especially to gasoline and other flammable vapors and liquids.
2. A furnace needs adequate amounts of combustion and ventilation air to operate properly. Do not block or obstruct air openings on the furnace, or air openings

supplying combustion or ventilation air to the area where the furnace is installed. There are many areas from which your furnace could be receiving combustion and ventilation air including from within the heated area (inside air), from outdoors, from an attic or crawl space. If renovations are done, be sure that air supply openings are not inadvertently covered over with insulation, vapor barrier, or similar construction material.

3. All doors and panels must be in place during normal furnace operation. Attempting to operate the furnace with missing doors or panels could lead to the creation of carbon monoxide gas.
4. If the furnace is installed in a confined space or if you intend to build a furnace room where insulation is present, be aware that some insulating materials are combustible. Do not allow building insulating materials to come into contact with the furnace.
5. Any additions, alterations or conversions required in order for the furnace to properly match the application requirements must be done by a qualified installation contractor, service agency or gas supplier, using factory specified or approved parts.
6. Familiarize yourself with the location of the furnace gas manual shut-off valve and any electrical switches, fuse or circuit breaker associated with the furnace.
7. For your protection, the furnace is equipped with manually reset flame roll-out switches. If either switch trips frequently, do not ignore this, call your installation contractor, service agency or gas supplier.
8. Should the gas supply fail to shut off or if overheating occurs, shut off the gas valve to the furnace before shutting off the electrical supply.
9. Do not use this furnace if any part has been under water. A flood-damaged furnace is extremely dangerous. Attempts to use the furnace can result in fire or explosion. A qualified service agency should be contacted to inspect the

furnace and to replace all gas controls, control system parts, electrical parts that have been wet or the furnace if deemed necessary.

10. Familiarize yourself with the location of your furnace filter or filters. A blocked air filter will reduce efficiency, increase fuel consumption, raise the furnace operating temperature, and shorten the life of furnace components.
11. Do not cover return air grills and supply air registers with drapes, curtains, throw rugs, etc.
12. Avoid shutting off supply air registers in the interests of saving heat. The furnace requires a sufficient quantity of air passing over the heat exchanger to operate within design temperatures, (system temperature rise). Reducing the availability of supply air registers may have the unforeseen consequence of raising the furnace operating temperature above design, thereby reducing furnace efficiency, and shortening the life of the furnace components.

# FURNACE OPERATION INFORMATION

During the heating season, the operation of the furnace is fully automatic.

## TO START THE FURNACE:

1. First read these instructions and safety notices thoroughly.
2. Set the thermostat to the lowest setting.
3. Ensure that all supply air registers and return air grilles are open.
4. Turn off the electric power to the furnace.
5. Remove the burner access door.
6. Ensure that the appliance manual shut-off valve is in the "ON" position. The valve handle is normally in-line with the gas pipe and valve body when it is in the "ON" position; perpendicular to the gas piping and valve body when it is in the "OFF" position.
7. Honeywell gas valve: no action required. White-Rodgers gas valve: turn the manual gas control knob to the "OFF" position (see Fig. 5).
8. Wait 5 minutes to clear out any gas. If, after this time you smell gas, **STOP**. Turn the appliance manual shut-off valve to the "OFF" position. If burning propane or other LP gas, smell for gas near the floor since propane and butane are both heavier than air. If after this time you do not smell gas, continue to the next step.
9. Honeywell gas valve: Ensure that the "Ignition System Control Switch" is in the "ON" position (see Fig. 4). White-Rodgers gas valve: turn the manual gas control knob to the "ON" position.

## **▲WARNING**

**NEVER USE TOOLS TO TURN THE MANUAL GAS CONTROL KNOB. IF THE CONTROL KNOB WILL NOT TURN BY HAND, DO NOT ATTEMPT TO FORCE IT. DOING SO COULD RESULT IN FIRE OR EXPLOSION RESULTING IN SERIOUS PERSONAL INJURY OR DEATH, OR PROPERTY DAMAGE. CALL A QUALIFIED INSTALLATION CONTRACTOR, SERVICE AGENCY OR GAS SUPPLIER.**

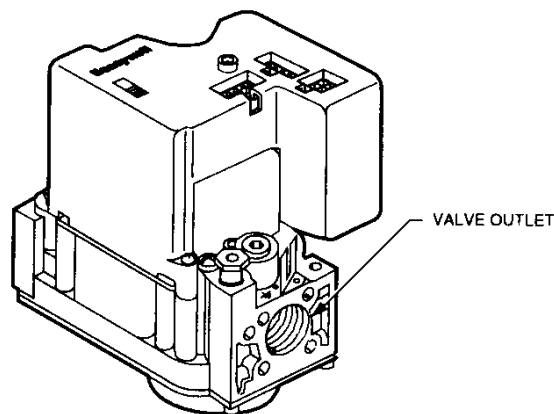
10. Replace the burner access door, ensuring that it is properly in place.
11. Restore the electric power to the furnace.
12. Adjust the thermostat to the desired setting. If the thermostat also controls an air conditioning system, ensure that the thermostat system switch is in the "HEAT" or "AUTO" mode.

Simply turn the thermostat down to its lowest setting, wait 5 minutes, then adjust the thermostat to the desired setting. If the problem persists, proceed to the Furnace Shut-Down Procedure and call your installer, service agency or gas supplier.

## FURNACE SHUT-DOWN PROCEDURE

1. Set the thermostat to its lowest setting.
2. Shut off electric power to the furnace.
3. Turn the appliance manual shut-off valve to the "OFF" position.
4. If your furnace is equipped with the White-Rodgers gas valve, remove the burner access door, turn the manual gas control knob to the "OFF" position, then re-install the burner access door.

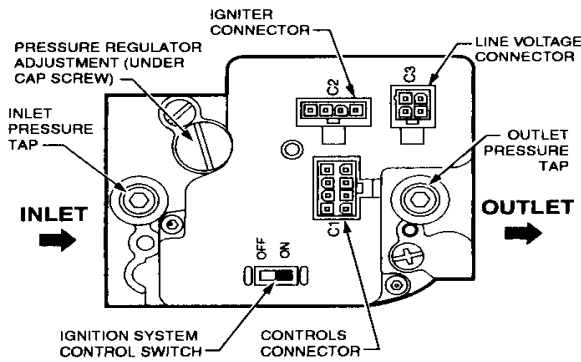
Figure 3: Honeywell Gas Valve



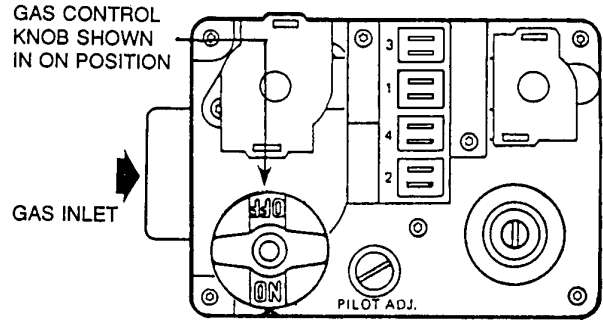
If this is the first time that the furnace has undergone a trial ignition since installation, or if there has been work done on the gas lines, the furnace might not light because of air trapped in the gas supply line.

If you intend to be away from home for lengthy periods of time during the non-heating season, it is advisable to follow the furnace shut down procedure.

**Figure 4: Honeywell Valve**



**Figure 5: White-Rodgers Valve**



## **MAINTENANCE**

### **ROUTINE MAINTENANCE BY HOMEOWNER**

#### **AIR FILTER**

#### **CAUTION**

DO NOT OPERATE YOUR FURNACE (OR AIR CONDITIONER) FOR EXTENDED PERIODS OF TIME WITHOUT AN AIR FILTER.

A portion of the dust entrained in the air may temporarily lodge in the air duct runs and the supply registers. Any recirculated dust particles will be heated and charred by coming into contact with the heat exchanger. This residue will soil ceilings, walls, drapes, carpets, furniture, and other household articles.

#### **WARNING**

**DISCONNECT THE ELECTRICAL POWER TO THE FURNACE BEFORE ATTEMPTING ANY MAINTENANCE. FAILURE TO DO SO MAY CAUSE ELECTRICAL SHOCK RESULTING IN SEVERE PERSONAL INJURY OR DEATH.**

The furnace is supplied with a semi-permanent 16 x 25 x 1 air filter. The filter medium is synthetic sponge, which allows for several cleanings before the filter requires replacement.

#### **REMOVING FILTER**

1. Disconnect electrical power to the furnace.
2. Pull the filter out the front.
3. Clean or replace the filter, then re-install by reversing steps 1 through 3.

#### **FILTER CLEANING**

Vacuum the loose dirt from the filter, then wash it using a mild detergent and water. Please handle carefully. The synthetic sponge medium can be easily punctured and made unsuitable for air filtration.

**Figure 6: Side Positioned Filter**



#### **CAUTION**

ALLOW THE FILTER TO DRY THOROUGHLY BEFORE RE-INSTALLATION. NEVER OPERATE THE CIRCULATING BLOWER WITH A WET FILTER.

Consult your installation contractor or service technician if you have any questions on filters.

## CAUTION

IF CLEANING RATHER THAN REPLACING THE FILTER, UNLESS THE FILTER IS THOROUGHLY WASHED AND DRIED, BE SURE THAT THE FILTER IS RE-INSTALLED WITH THE AIRFLOW DIRECTION IDENTICAL TO ITS PREVIOUS USE. REVERSING THE FILTER WILL CAUSE DUST TRAPPED WITHIN THE FILTER TO BREAK FREE AND RECIRCULATE WITHIN THE DUCT SYSTEM.

## LUBRICATION

Minimal lubrication is required for your furnace. The induced blower assembly motors have sealed bearings. The bearings contain permanent special purpose lubricants. Attempting to force common oil into the induced blower motor bearings will deteriorate the original lubricant and shorten bearing life.

## WARNING

DISCONNECT ELECTRICAL POWER TO THE FURNACE BEFORE ATTEMPTING TO LUBRICATE THE BLOWER MOTOR. FAILURE TO DO SO COULD RESULT IN SEVERE PERSONAL INJURY OR DEATH.

The circulating fan may have permanently lubricated ball bearings or sleeve bearings. If the blower motor is equipped with sleeve bearings, periodic oiling is required. If the fan motor runs continuously, the bearings should be oiled yearly. If the fan runs occasionally, (automatically), the bearings may be oiled after the second year. 4 - 6 drops of SAE 20 non-detergent oil is ideal. The oiling ports are normally (but not necessarily) located on the outside edge of the motor end bells. The inner oil port is difficult to reach without a "tele-spout" or similar type oiler. If you cannot see an oil port, we recommend that you leave this part of the maintenance to your service contractor.

## CAUTION

DO NOT USE AUTOMOTIVE MOTOR OIL, HOUSEHOLD OIL, GENERAL-PURPOSE OIL, ETC. THESE OILS WILL SHORTEN THE LIFE OF THE MOTOR.

## CAUTION

DO NOT OVER-OIL THE ELECTRIC MOTOR. EXCESS OIL WILL SHORTEN THE LIFE OF THE MOTOR.

## ROUTINE EXAMINATION

It is good practice to give a quick inspection of your furnace each time you inspect or clean the air filter. Things to check:

- All areas around the vent connector and chimney should be clear and free of obstructions.
- Check the venting to ensure that it is still fastened to the furnace. It should not sag, and should have a ¼ inch to the foot slope upwards to the chimney. It should be physically sound, without holes or excessive corrosion.
- The return air duct connection must be sound and securely fastened to the furnace casing. In most cases, the filter rack provides the means to connect the return air to the furnace. There should be no return air inlets in the vicinity of the furnace.
- All ductwork should be secured to the furnace, and all ductwork should be solidly supported throughout the heating system.
- The furnace should be well supported on a level floor, or, by the means used to suspend the furnace in a horizontal configuration. Base support should be physically sound without sagging, cracks, gaps, etc. around the base so as to provide a seal between the support and the base.
- Check the furnace for obvious signs of deterioration.
- The gas burner should be observed from time to time during the heating season to ensure that the flames are clean and blue. A bit of orange color in the flame is not likely to be a problem and is probably dust particles burning. If you observe lazy yellow flames, call your heating or service contractor immediately. The yellow flames inevitably lead to soot-ups.

## FURNACE APPEARANCE

The furnace exterior finish is a durable automotive like coating. It may be washed with mild soap if necessary. Galvanized metal surfaces require no maintenance.

## CLEANING

It is advisable to keep dust build-up on warm surfaces to a minimum, since dust, in some cases, can be a combustible.

Dust build-up in the circulating fan can impair blower performance; therefore, reduce efficiency. Because the blower wheel is fastened directly to the blower motor, we recommend that major cleaning be left to your service contractor.

## CAUTION

DO NOT PERMIT WATER OR CLEANING SOLUTIONS TO ENTER THE ELECTRIC MOTOR.

The burner area should be inspected and cleaned periodically. Be careful when cleaning around the burner area. The hot surface igniter is fragile and will break easily. Do not touch the hot surface igniter or flame rod

## WARNING

**NEVER ATTEMPT TO CLEAN THE BURNER AREA WHILE THE BURNERS ARE OPERATING. DOING SO MAY RESULT IN EXPLOSION OR FIRE RESULTING IN SEVERE PERSONAL INJURY OR DEATH.**

**ALWAYS DISCONNECT THE ELECTRICAL SUPPLY TO THE FURNACE BEFORE REMOVING THE BURNER COMPARTMENT ACCESS DOOR.**



## **⚠ CAUTION**

THE FURNACE SHOULD BE OPERATED WITH ALL PANELS IN PLACE. NEVER OPERATE THE FURNACE WITH THE BLOWER DOOR REMOVED EXCEPT FOR SERVICE PURPOSES.

The furnace achieves its mid-efficiency in two general areas. First, there is no wasteful standing pilot. The furnace consumes no gas in between cycles. Secondly, the furnace is designed to allow very small amounts of excess air in the combustion process. Older furnaces had heat exchangers that were commonly 40% larger than necessary for complete combustion. While this prevented the creation of carbon monoxide, the heated excess air was expelled up the chimney where it could not benefit the interior of the home. Special safety controls now prevent the formation of carbon monoxide.

### **IMPORTANT**

Your furnace should be cleaned and inspected annually by a trained and qualified service technician.

Your service technician has the knowledge and test equipment to determine the condition of your furnace.

### **SEQUENCE OF OPERATION**

1. Thermostat, responding to cool room, calls for heat.
2. Combustion air blower begins.
3. After 15 second pre-purge, hot surface igniter warms up.
4. After approximately 5 seconds, the gas valve will open, and the burners ignite.
5. Thirty seconds after the burners ignite, the main blower starts on the heating speed.
6. System remains in this state until the room air temperature rises causing the thermostat to terminate its call for heat.
7. The gas valve shuts off; the burners extinguish.
8. After brief post-purge period, (5 seconds), the combustion air fan stops. The main blower continues to run.
9. Approximately 2 minutes after the burners extinguish, the main blower stops. Elapse time ranges from 60 seconds to 150 seconds, depending on the installer's adjustments.
10. The furnace remains idle until the next call for heat.

### **VARIATIONS**

If your system includes air conditioning, your thermostat (supplied by the installer) will likely have two switches. The first switch is the system switch. The switch settings usually include HEAT, COOL, and OFF. Some thermostats have system switches which include HEAT, COOL, AUTO, and OFF. The system switch must be in the HEAT or AUTO position for the furnace to run.

The second switch is the fan switch. It usually has settings of ON and AUTO. The fan switch may be in either position when using the furnace. If the fan switch is set to ON, the main blower will run continuously, and the blower delays mentioned in the sequence of operation points 5 and 9 will be ignored.

## Home Owner Information

To help remember important information,  
Please fill in the chart below:

Model No.:

Serial No.:

Installer:

Address:

City:

Postal Code:

### Telephone Numbers

Installer:

Serviceman:

After Hr. Phone:

Fuel Supplier:



6800 Base Line, Wallaceburg, Ontario, N8A 5E5, Can. Tel: (519) 627-0791 Fax: (519) 627-4719  
2201 Dwyer Avenue, Utica, New York, 13504, USA. Tel: (315) 797-1310 Fax: (315) 724-9319  
85 Middle Road, Dunkirk, New York, 14048, USA. Tel: (716) 366-5500 Fax: (716) 366-1209

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