

AIR CONTROL DAMPERS

INSTALLATION AND MAINTENANCE INSTRUCTIONS

HANDLING

Unpack all dampers carefully. Immediately note any damage (bent hardware, kinked or torn side seals, missing screws, bearings, etc) and inform your representative. Do not install, especially if side seal may have to be replaced. It is easier to repair a damper on the floor than up in the duct.

Do not pile dampers on each other or allow debris to fall on them. Avoid rehandling if possible; install each unit as soon as possible after unpacking.

IDENTIFICATION

Every single damper has a label on which tagging, if called for, is included.

Each section of multiple dampers has a label, which shows its location in relation to the other sections. It is very important that assembly should follow this label to ensure that joining tabs fit and the "U" bolt connectors (where supplied) go into matching holes supplied.

Otherwise, damper operation will be impaired.

SETTING IN PLACE

Lift sections into duct (or opening) by its frame, not by any blade or hardware. Final position must be square, straight, plumb, and without twist.

Where multiple sections are assembled further care must be observed to ensure that the entire unit does not "bow". The use of struts or gussets is strongly advised.

OPERATION CHECK

- A. First, we recommend spraying ALL moving parts with WD-40 lubricant, or equal.
- B. Manual dampers should be run through a full-open to full-close cycle by hand to determine the good condition of the damper. If there is any binding it is up to the installer to:
 1. Clean damper of any debris (dirt, dust, and concrete) that can obviously impede movement.
 2. Check for straightness and twist.
 3. Check side seals (if included) for kinks or tears.
 4. Check for missing bearings.
 5. Check that all hardware is undamaged and freely moving.
- C. Motorized dampers should be checked by a preliminary attempt to operate with the motor. If binding occurs, disconnect one end of the driving linkage (and note its exact position beforehand) to operate damper manually and check per above. Reconnect linkage and check again. Obviously, if the motor is inoperative, this will become apparent at first check step.

MAINTENANCE Once every 6 months we recommend to:

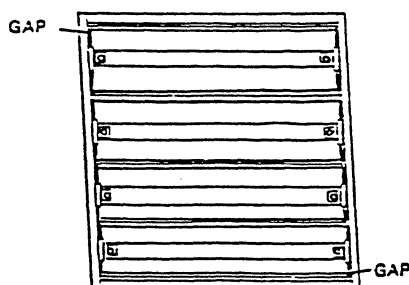
Tighten any screws that are loose.

Spray all moving parts with WD-40 lubricant.

Clean and wipe down damper.

NOTE

The bottom of the duct or wall opening must support the weight of the damper. Bottom of the duct must be flat, square surface. If not flat, use shims to keep damper bottoms in alignment. On larger multi-section installation use adequate support and bracing to provide a rigid installation.



OUT OF SQUARE



OUT OF FLAT

WARNING

Improperly installed dampers and damper sections prevent the blades from sealing properly. Gaps between the blades and frame indicate a damper that is installed out of square. Gaps between the blades indicate a damper installed out of flat. Gaps between the blades and jambs indicate a damper out of square.



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