

# Courtyard Conversion Kit

## Natural Gas to Propane Conversion Instructions

### Model: LPK-ODCOUG

For use with ODCOUG-36, ODCOUG-42

#### ⚠️ WARNINGS:

- This Conversion kit shall be installed by a qualified service agency in accordance with the manufacturer's instructions and all applicable code and requirements of the authority having jurisdiction.
- If the information in these instructions is not followed exactly, a fire, explosion or production of carbon monoxide may result causing property damage, personal injury or loss of life.
- The qualified service agency is responsible for the proper installation of this kit.
- The installation is not proper and complete until the operation of the converted appliance is checked as specified in the manufacturer's instructions supplied with the kit.

#### ⚠️ Caution!

The gas supply must be shut off prior to disconnecting the electrical power before proceeding with the conversion.

### Before You Start

This conversion shall be installed by a qualified service agency.

Any damaged valve components should not be installed. If a valve or regulator has been dropped or appears to have been modified, the valve or regulator should not be installed.

#### KIT CONTENTS

Gas Valve Regulator with Rubber Gasket .....	One (1)
Pilot Orifice .....	One (1)
Conversion Plate .....	One (1)
Gas Type Label .....	One (1)
Burner Orifice .....	One (1)

Installation and service of this appliance should be performed by qualified personnel. Hearth & Home Technologies recommends HHT Factory Trained or NFI certified professionals.



### Accessing Gas Control Valve

**NOTE:** The valve compartment must be accessed through the firebox of the appliance.

1. Turn off gas supply at external shutoff and allow the unit to cool (required).
2. Disconnect power at GFCI circuit breaker (required).
3. Remove logs or glass and vacuum media from unit.
4. Remove six (6) screws securing cover assembly from appliance, set aside. See Figure 1.
5. With the cover assembly removed, the tamper-proof torx screws can be accessed to remove the regulator. See Figure 1.

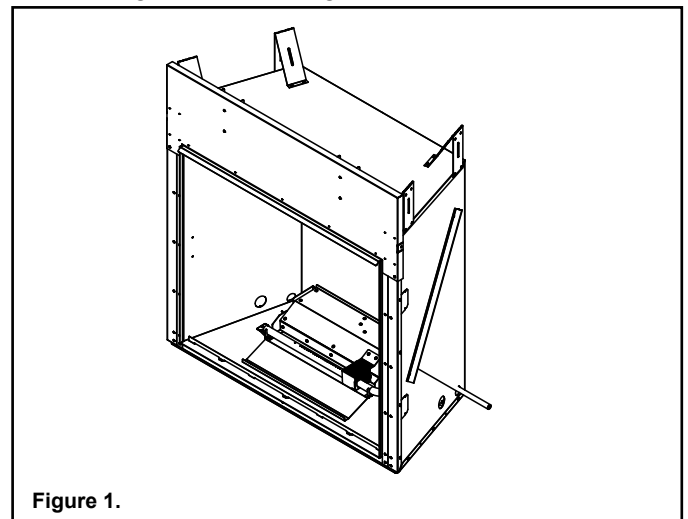


Figure 1.

## Converting Gas Control Valve

1. Locate the gas valve. Using a #20 tamper-proof Torx screwdriver, remove the regulator and rubber gasket on face of valve. See Figure 2. Discard both the regulator and rubber gasket.
2. Install the new regulator along with the new rubber gasket included in the conversion kit. See Figure 2.

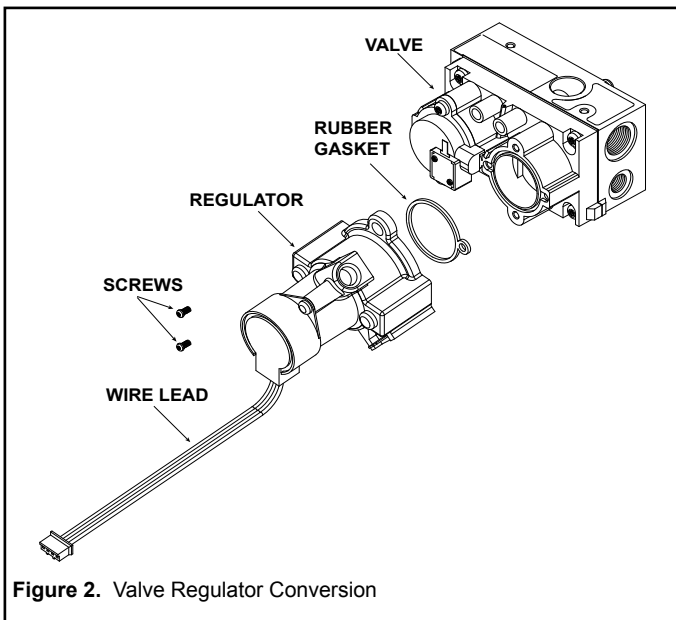
**⚠ WARNING**

Fire Risk  
Explosion Risk  
Gas Leak Risk

- Rubber gasket must be seated properly on valve face.
- Do not install a valve or regulator that has been dropped.

3. Place the gas type label on the appliance adjacent to rating plate. Ensure the gas type label is appropriate for the type of gas to which you are converting the appliance.

**Note:** The qualified service agency installing this conversion must enter the day, month, and year, and sign the propane conversion plate added to this appliance.



## Converting Main Burner & Pilot Orifice

NOTE: Remove burner assembly from the firebox to complete main burner and pilot orifice conversion.

1. With the cover assembly removed locate the single (1) screw securing the burner tube in place on the left side and remove. Figure XX
2. Lift the burner tube up from the left end allowing the air-shutter to pivot at the bulkhead. Lift until the tube clears all the tube support brackets and pull straight out.

Gas Type	Burner Orifice	Pilot Orifice	Burner Air Shutter
NG	#27	0.023	1/16" Open
Propane	#45	0.014	Fully Open

Table 1.

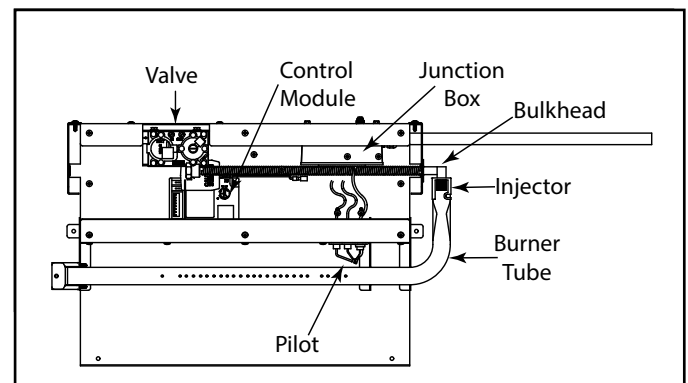


Figure 3.

3. Replace the orifice located on the end of the bulkhead with the supplied #45 orifice.
4. Open the air-shutter, located at the end of the burner tube, to fully open by loosening the screw holding the shutter housing in place. Rotate to fully open and retighten. See the air-shutter settings listed according to the table 1 below.
5. Set the burner tube aside and continue on with the conversion process by locating the pilot assembly.
6. Remove (2) screws securing pilot to the burner assembly.
7. Carefully pull pilot assembly through the opening of the burner assembly until the fittings behind the base plate are easily accessible.
8. Grasp pilot firmly and loosen the pilot tube fitting. Remove the existing pilot orifice and replace it with the pilot orifice included in the kit. Ensure the pilot orifice is appropriate for the type of gas to which you

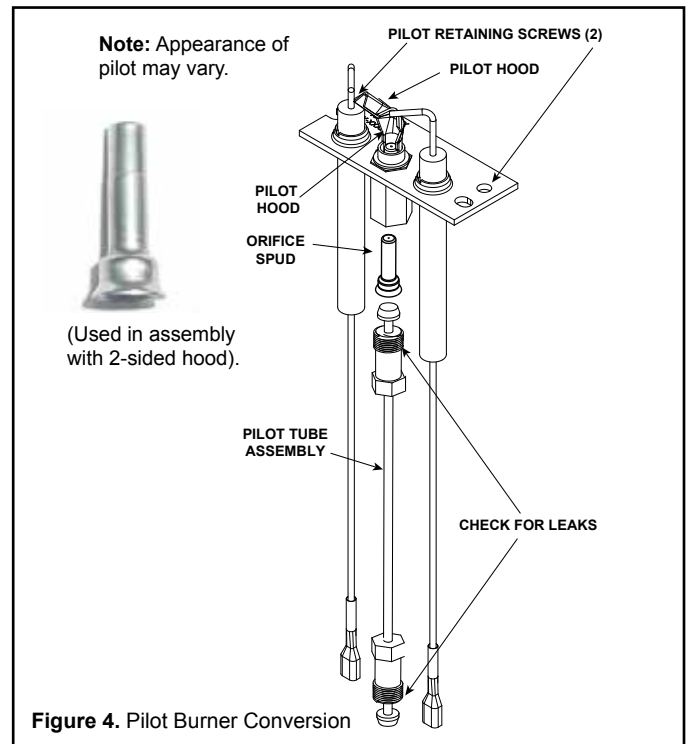
**⚠ WARNING**

Shock or burn risk.

- Disconnect green wire from gas valve.

Failure to disconnect green wire could result in severe burns.

- are converting the appliance. See Figure 4.
9. Secure pilot assembly to burner assembly with (2) screws.
  10. Holding the left end of the burner tube up at an angle with the air shutter at the lowest point. Slip the air shutter over the orifice and rotate the tube down over the support brackets until coming to rest on the burner attachment bracket.
  11. Reinstall the single screw on the left end of the burner tube.
  12. Disconnect green wire attached to the gas valve.
  13. Turn on gas supply and electrical power to the appliance.
  14. Turn appliance "On" and use a commercially available, non-corrosive leak check solution to test for leaks around the pilot fitting. See Figure 4.
  15. Extinguish the pilot flame by turning the appliance "Off".
  16. Reconnect green wire to the valve.
  17. Turn the appliance "On" and use a commercially available, non-corrosive leak check solution to test for leaks around the newly installed gas valve regulator.
  18. Turn the appliance "Off" to extinguish pilot and main burner flames.
  19. Be sure to rinse off all leak check solution following testing and prior to placing the appliance into operation.
  20. Reinstall the cover assembly, secure using (6) screws.
  21. Verify that the conversion plate has been signed and dated. Affix the conversion plate adjacent to the rating label.
  22. Install media per the instructions included with the media kit or in the appliance installation manual.



## **⚠ WARNING**



### Delayed Ignition Risk

- Place media according to instructions.
- Do NOT place media in area in front of pilot.
- Do NOT place media in a position that they may fall into area in front of pilot.
- Do NOT use any media other than the media supplied with this fireplace.

Fireplace will not function properly.  
Delayed ignition may occur.

## Propane Gas Appliance Specifications

**MAXIMUM**

**MINIMUM**

- Inlet Gas Pressure: .....13.0 in. w.c. .... 11.0 in. w.c.
- Manifold Gas Pressure: .....10.5 in. w.c. .... 10.0 in. w.c.
- Input Rate BTUH: 0-2000 Ft. MAX.....See below

Minimum rate with variable regulator on control valve.

NOTE: Input rate should be reduced by 4% for each 1000 feet above a 2000 foot elevation in the U.S.A. or 10% for elevations between 2000 and 4000 feet in Canada.

Models	Burner Orifice	Burner AirShutter	BTU Max
LPK-ODCOUG	#45 (1)	Fully Open	53,000