



Exhaust Fan IF Series Replacement Louver Kit Installation Instructions

Louver Replacement Kits
IF14, IF18, IF24, IF30, IF36

**READ ALL WARNINGS AND INSTRUCTIONS BEFORE BEGINNING THIS INSTALLATION.
WARNING: FAILURE TO FOLLOW THESE INSTRUCTIONS COULD RESULT IN SERIOUS
INJURY OR DEATH.**

CAUTION

1. This unit has an unguarded impeller and may start unexpectedly.
2. Turn off all power to fan before performing any maintenance. The motor may start automatically. The motor is equipped with an automatic overload protection. If the motor overheats and stops, it will re-start automatically when it cools.
3. Before servicing or cleaning this unit, switch power off at the service panel and lock out to prevent power from being switched on accidentally. When service disconnecting means cannot be locked, securely fasten a prominent warning tag to the service panel.

SAFETY



This safety alert symbol is used to alert you to potential personal injury hazards. Obey all safety messages that follow this symbol to avoid possible injury or death.



DANGER

Danger indicates an imminently hazardous situation, which, if not avoided, will result in death or serious injury.



WARNING

Warning indicates a potentially hazardous situation, which, if not avoided, could result in death or serious injury.



CAUTION

Caution indicates a potentially hazardous situation, which, if not avoided, may result in minor or moderate injury.



ELECTRICAL SHOCK

Used to indicate an electrical shock or electrocution hazard.

Ventamatic, Ltd. P.O. Box 728, Mineral Wells, TX 76068
1-800-433-1626 Fax: 940.325.9311 www.MYMAXXAIR.com

INSTRUCTIONS

1. Lift louver vane above the damaged louver vane to be replaced. This will give better access to the linkage pins that need to be removed on the damaged louver vane. **(Fig.1 & 2)**



Fig.1 - Damaged louver vane needs replacing

2. Using a standard (flat-head) screwdriver, press the pin back into the linkage pin housing. Grasp the head of the linkage pin with pliers and apply steady pressure to pull the linkage pin out of the linkage pin housing. Pry the linkage pin assembly out of the nylon retainer washer and linkage strip. Repeat for the remaining linkage pins on the louver vane to be replaced. **(Fig. 3)**

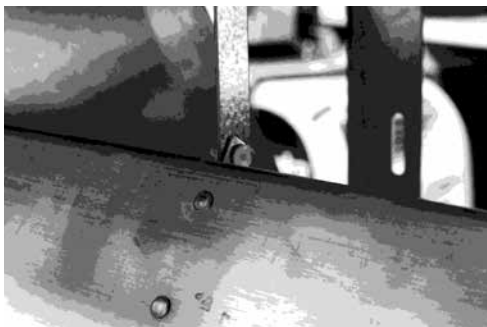


Fig.2 - Location of linkage pins and linkage strip behind louver

3. Remove the screws that secure the IF unit to the wall on the top, bottom and one side (left or right side does not matter). Keep these screws to reinstall the IF unit later. Carefully pry the IF unit away from the wall on the



Fig.3 - Use flat-head screw driver to remove linkage pins

side that had the screws removed (either left or right) until the nylon pivot screw heads are exposed. **(Fig.4 & 5)**

- Using a screwdriver, back the pivot screw out from the nylon pivot nut and the louver vane. It may be necessary to hold pressure on the pivot nut with another tool to prevent it from spinning. **DO NOT COMPLETELY REMOVE THE PIVOT SCREW.**

Once the pivot screw has been backed out enough for the louver vane to come free, slide the louver vane off the pivot screw on the other side of the IF unit.

(Fig.6)

- Install the new louver vane by sliding the curled louver hinge end over the pivot screw that has not been backed out. **(Fig.7)**

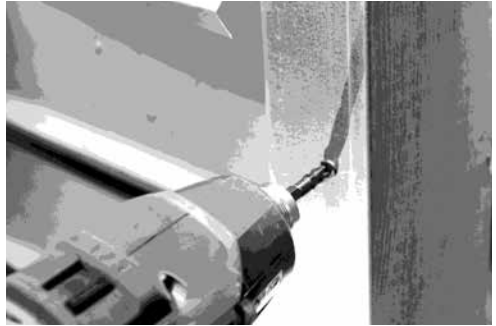


Fig.4 - Remove unit mounting screws along one side, along the top and bottom



Fig.5 - Location of nylon pivot screws revealed by pulling unit away from wall mounting frame

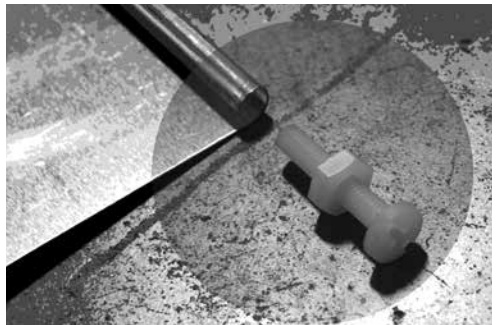


Fig.6 - Nylon hinge screw, nylon pivot nut and louver hinge shown without IF unit for clarity

6. Hold the louver vane in place while re-inserting the remaining pivot screw. Again, it may be necessary to hold the pivot nut in place with another tool while tightening the pivot screw.

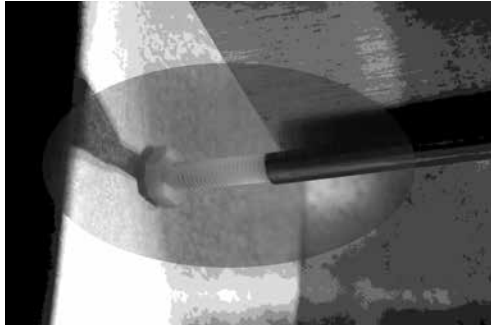


Fig.7 - Louver hinge slides over nylon hinge screws

7. Push the IF unit back into place against the wall and reattach using the screws that were removed in **Step 3**.

8. Lift the louver vane above the vane that was just replaced to access the linkage strip and linkage arm. (**Fig.8**)

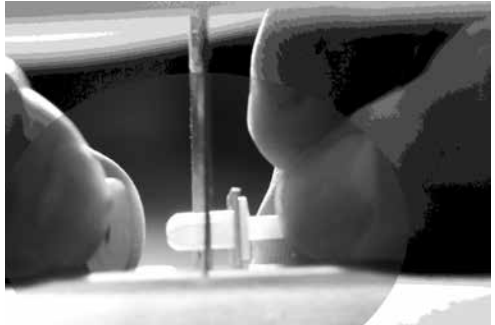


Fig.8 - Attach linkage strip to louver using nylon linkage pin assembly

9. Insert the new linkage pin assembly first through the linkage arm on the louver vane, then through the linkage strip and finally through the new nylon retainer washer. Press the head of the linkage pin down to flare the end of the linkage pin assembly and hold the washer, arm and strip together.

10. Repeat **Step 9** for the remaining linkage arms on the louver vane to complete installation.



Fig.9 - New louver vane installed