

HOMEOWNERS GUIDE FOR YOUR SOUTHWEST KIVA FIREPLACE

Before building your first fire, read this Warranty and Operations manual carefully. By fully understanding and observing the operating guidelines included in this booklet, you will enjoy safe and comfortable warmth from your fireplace. REMEMBER, you are building a fire INSIDE your home, so it is important that you observe these guidelines.

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SOUTHWEST KIVA



**IMPORTANT HOMEOWNERS INFORMATION
DO NOT REMOVE**

IMPORTANT SAFETY PRECAUTIONS

SOUTHWEST FIREBIRD'S LIMITED WARRANTY WILL BE VOID BY AND SOUTHWEST FIREBIRD WILL DISCLAIM ANY RESPONSIBILITY FOR THE FOLLOWING:

- A. IMPROPER INSTALLATION OF YOUR FIREPLACE AND IT'S COMPONENT PARTS. CONSULT YOUR INSTALLATION INSTRUCTION BOOK.
- B. ANY ALTERING OF THE FIREPLACE AND IT'S COMPONENT PARTS

THE SAFETY PRECAUTIONS AND OPERATING INSTRUCTIONS PRESENTED IN THIS HOMEOWNERS GUIDE CANNOT COVER ALL POSSIBLE SITUATIONS THAT MAY ARISE DURING YOUR FIREPLACE OPERATION. COMMON SENSE, CAUTION AND CARE MUST ALWAYS BE USED

SAFETY PRECAUTIONS IN YOUR FIREPLACE OPERATION

- A. *NEVER START A FIRE WITH A LIQUID TYPE FIRE STARTER, SUCH AS:*
 1. Gasoline
 2. Kerosene
 3. Liquid Barbecue Starters
- B. *NEVER BURN TRASH OR CHRISTMAS TREES*
 1. They create extremely hot fires
 2. They cause sparks that may be hazardous
- C. *NEVER USE WOOD PRODUCTS WITH SYNTHETIC BINDERS*

CAUTION: Never use gasoline, gasoline-type lantern fuel, kerosene, charcoal lighter fluid, or similar liquids to start or “freshen up” a fire in this fireplace. Keep all such liquids well away from the fireplace while it is in use.

1. They build up creosote in your flue system and termination, which may cause a hazardous condition.
- D. *CAUTION YOUR CHILDREN AND BEAWARE OF YOUR PETS*
 1. The exposed parts of your fireplace and glass panel (if installed) become very hot during the fire.

UNDERSTANDING YOUR FIREPLACE

This fireplace has been tested to UL 127 test standards and is well insulated for safe clearances to combustible construction materials used to build your home. The proper clearances are outlined by a label on each component for use by the installers and by the local building inspector to ensure compliance.

FIREBOX:

The firebox is the portion the fire is built in. It is made of firebrick and lightweight concrete. The firebox is surrounded by a steel frame or like non-combustible frame. The air space between the firebox and outer enclosure provides air circulation that has been designed for a safety and efficiency.

DO NOT OVERFIRE FIREPLACE

CHIMNEY SYSTEM:

The chimney is made of metal extending from the top of the fireplace through the roof and capped with a screened termination. The inner liner (flue) of the chimney is made of stainless steel and provides for the exhaust of gases (carbon monoxide) from the fire. The outer liner is made of galvanized steel and provides the passage for cooling air to keep the chimney safe at labeled clearance to combustible building materials.

DAMPER:

The damper is the metal disk found at the base of the chimney (flue) and has two (2) positions, open and closed, (See DAMPER OPERATION).

DAMPER OPERATION:

The flue gas damper is located inside the firebox similar to a conventional fireplace. Look within the top of the fireplace and locate the damper handle extending from the damper. Pushing the lever opens the damper. The reverse closes it. This can be easily accomplished with a fireplace poker.

AIR KIT OPERATION:

The damper for the air kit control is located on the inside of the fireplace. Tilt forward into the firebox to open, Tilt back toward you to close.

FIREPLACE GRATE:

The unit has an optional grate designed to keep the operation of your fireplace efficient and safe. Do not attempt to defeat its purpose. The size and position of the grate was engineered to give the ideal combustion characteristics for

the fire. By keeping your logs within the grate and not on the hearth, you will prevent the chance of having a log “spill” or roll out of the fireplace. DO NOT OVERLOAD THE FIREPLACE. Piling excessive wood on your grate will not increase efficiency and could possibly cause smoke to enter your room. When replacing grate, replace with Southwest Kiva replacement grate for your fireplace model only.

OPERATING YOUR FIREPLACE

1. Keep the grate behind the opening.
2. Open the flue damper. The flue damper must be in a FULLY OPENED POSITION.
3. Open the combustion air damper.
4. Build a proper fire,.
 - a. Use seasoned dry wood. Should be seasoned at least ONE (1) year.
 - b. Criss-cross small pieces of wood and place crumpled newspaper under it.
 - c. Place 3 logs on grate. DO NOT OVERLOAD.
 - d. Light the newspaper.
 - e. Close the fire screen (optional).
 - f. Do not close the damper until you are certain there are no warm embers after using your fireplace.

IN COLD WEATHER to assure proper draw, preheat the flue by burning a crumpled newspaper in the damper area. This will help heat the flue. Open the damper before this procedure is started.

If processed solid fuel fire logs are used do not poke or stir logs while they are burning.

This fireplace is not intended to be used as a substitution for a furnace to heat an entire home. Use for supplementary heating only.

CLEANING AND MAINTAINING YOUR FIREPLACE

CREOSOTE FORMATION AND NEED FOR REMOVAL:

When wood is burned slowly, it produces tar and other organic vapors which when combined with expelled moisture, forms creosote. The creosote vapors condense in the relatively cool chimney flue of a slow-burning fire. As a result, creosote residue accumulates on the flue lining. When ignited, this creosote makes an extremely hot fire. The chimney should be inspected at least twice a year during the heating season to determine if a creosote build-up has occurred. If creosote has accumulated, it should be removed to reduce the risk of a chimney fire.

CLEANING INSTRUCTIONS: CHIMNEY CAP REMOVAL:

In order to clear creosote from the flue, the chimney cap must be removed.

- If the termination is a round top characterized by 3 ft of exposed pipe and a round cap, simply remove the 3 sheet metal screws that secure the termination to the last section of the pipe and lift the cap off.
- For chase style termination with a pyramid cap, remove the screws that secure the top, at the four corners. Place the top aside. The flue is now clear for cleaning. Cleaning the chimney is very dirty work, Close the damper before starting or fine soot can become airborne in the house, After cleaning is completed, open the damper and collect the debris in a trash container. **A professional Chimney Sweep has all the tools and experience necessary to do a complete job and should be considered for this chore.** Be certain to clean all loose debris from spark arrestor before replacing terminations.

CHIMNEY:

The chimney and chimney termination cap should be inspected at least twice a year during the heating season to determine if a creosote buildup has occurred.

TROUBLE-SHOOTING

SMOKING:

Your full view fireplace has been designed to operate without smoke spillage into the room when installed and operated properly. In the event a smoking problem does occur, the cause can easily be traced to one of the conditions listed:

1. Outside environmental conditions, such as inversions.
2. Lack of ventilation due to a tightly insulated house could prevent the fireplace from drawing properly.
3. Other appliances competing for the available air in a tightly sealed home, such as: heating appliances, kitchen exhaust fans, and bathroom exhaust fans.
4. Relationship of your house to hills, trees and nearby taller buildings can effect wind conditions which will have a direct effect on your fireplace operation.
5. Chimney termination not installed to the proper height.
6. Blockage of the flue or the termination cap.
7. Flue and termination caked with a creosote build-up.
8. Grate too far forward, not positioned behind the smoke shelf.
9. Damper not in the FULLY OPENED position.
10. Outside air damper not in the opened position.

COLD AIR DRAFTS:

In cold climate areas, you must take special precautions and follow the cold climate installation instructions section of your installation manual.

If cold air drafts are present when the fireplace is not in operation, you should check the following:

- a. Air coming out of the fireplace opening. See if the damper is in the closed position.
- b. Air near the bottom of the firebox interior. See if your outside combustion air damper is closed.
- c. Air coming in around the sides of the fireplace, between the fireplace face and the wall. Check to see that the fireplace frame has been caulked to the enclosure frame.
- d. Cold air from the bottom grill (circulating units only). Has the fireplace enclosure and the base of the fireplace been insulated according to the cold climate installation instructions?

Please note: After all the measures to avoid cold air drafts are taken, there may be still some cold air draft coming through other areas. This may be due to the circumstances beyond the manufacturer's control, such as airflow around the structure, tightness of the house (creating negative pressure), etc.

ASH DISPOSAL:

Ashes should be placed in a metal container with a tight-fitting lid. The closed container of ashes should be placed on a non-combustible floor or on the ground, well away from all combustible materials, pending final disposal. If the ashes are disposed of by burial in soil or otherwise locally dispersed, they should be retained in the closed container until all cinders have thoroughly cooled.

Keep all combustible furnishings a considerable distance from the fireplace.

WARNING... THIS FIREPLACE HAS NOT BEEN TESTED FOR USE WITH DOORS. DOORS MAY BE INSTALLED WHEN NO FIRE IS PRESENT TO PREVENT AIR LOSS

WARNING... NEVER BLOCK A VENT OR GRILLE OF THE FIREPLACE, THESE ARE IMPORTANT TO THE COOLING OFF THE FIREPLACE AND ASSURES A SAFE AND PROPER OPERATION AS DESIGNED.

ACCESSORIES

DOORS: GLASS OR SCREEN

GLASS DOOR

A glass door is available for use on all Southwest Kiva fireplaces as an optional accessory. **WARNING THIS FIREPLACE HAS NOT BEEN TESTED FOR USE WITH DOORS. DOORS MAY BE INSTALLED ONLY WHEN FIRE IS NOT PRESENT.**

Use of glass doors or panels other than those manufactured by Southwest Kiva voids the warranty and may create a potentially hazardous condition.

Refer to the installation instructions that come with the kit for installation details. The glass door and screen components must be installed after the frame is set and before plastering.

OPTIONS:

GAS LOGS:

Decorative vented gas logs are available for your Kiva fireplace. Refer to the installation instructions that come with the kit for installation details and approved log sets. Use natural wood or when using a decorative gas appliance use propane or natural gas only.

CUSTOMER SERVICE

If you have problems please review this guide for possible solutions. If problems persist, contact your Southwest Kiva dealer.

THE FOLLOWING INFORMATION WILL AID YOU IF YOU SHOULD NEED ASSISTANCE.

FIREPLACE MODEL NUMBER:

FIREPLACE SERIAL NUMBER:

Date of Occupancy:

Note: The serial number and other pertinent information can be found on the rating plate located at the bottom front inside the firebox.