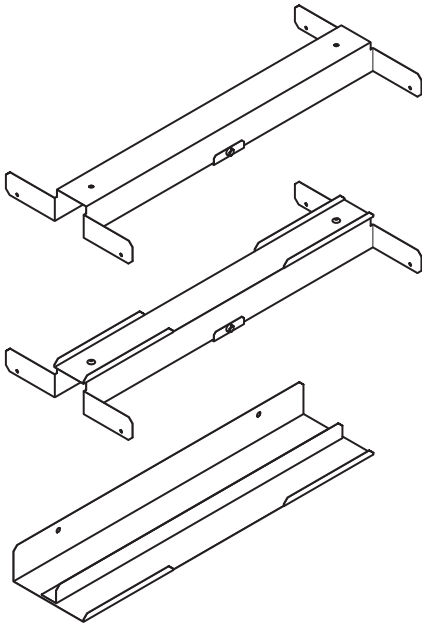




# INSTALLATION INSTRUCTIONS

## Oxbox 1"-2" Filter Rack Kit JAYFLTR101A

**USED WITH:**  
Oxbox 2-5 Ton  
J4PG4 Gas/Electric Only



**BX-SVN-JAYFLTR101-1A-EN**



**RECOGNIZE THIS SYMBOL AS AN INDICATION OF IMPORTANT SAFETY INFORMATION**

**WARNING**

These instructions are intended as an aid to qualified licensed service personnel for proper installation, adjustment and operation of this unit. Read these instructions thoroughly before attempting installation or operation. Failure to follow these instruction may result in improper installation, adjustment, service or maintenance possibly resulting in fire, electrical shock, property damage, personal injury or death.



**DO NOT DESTROY THIS MANUAL**  
Please read carefully and keep in a safe place for future reference by a serviceman.

**Safety Section**

**⚠ WARNING**

**HAZARDOUS VOLTAGE!**

Failure to follow this Warning could result in property damage, severe personal injury, or death. Disconnect all electric power, including remote disconnects before servicing. Follow proper lockout/tagout procedures to ensure the power cannot be inadvertently energized.

**⚠ CAUTION**

**SHARP EDGE HAZARD!**

Failure to follow this Caution could result in personal injury. Be careful of sharp edges on equipment or any cuts made on sheet metal while installing or servicing. Personal injury may result.

**General Data**

The filter kit is to be field installed inside the packaged Oxbox unit, and is designed to work with either vertical or horizontal duct applications. Filters are field provided and installed. The kit works with either 1" or 2" throw away filters.

**Filters required (not supplied):**

- (1) 16" x 20" and (1) 20" x 20" Filter

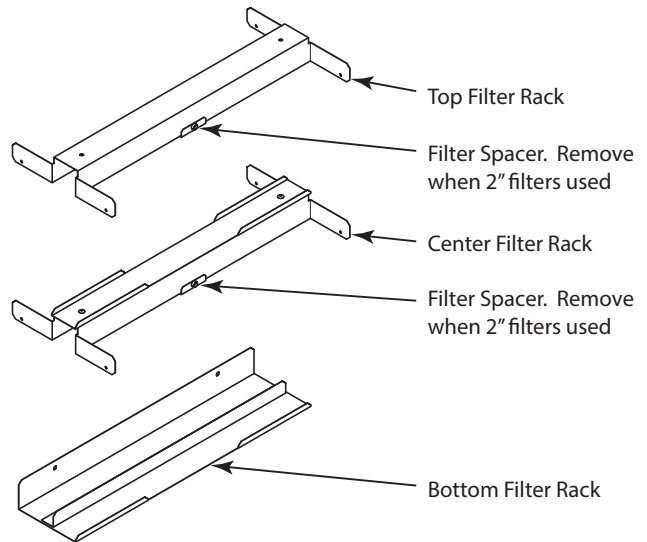
**Kit Contents**

Items	Quantity
Bottom filter rack	1
Center filter rack	1
Top filter rack	1

**Inspection**

Check carefully for any shipping damage. This must be reported to and claims made against the transportation company immediately. Any missing parts should be reported to your supplier at once and replaced with authorized parts only.

**Figure 1. Filter Kit Components**



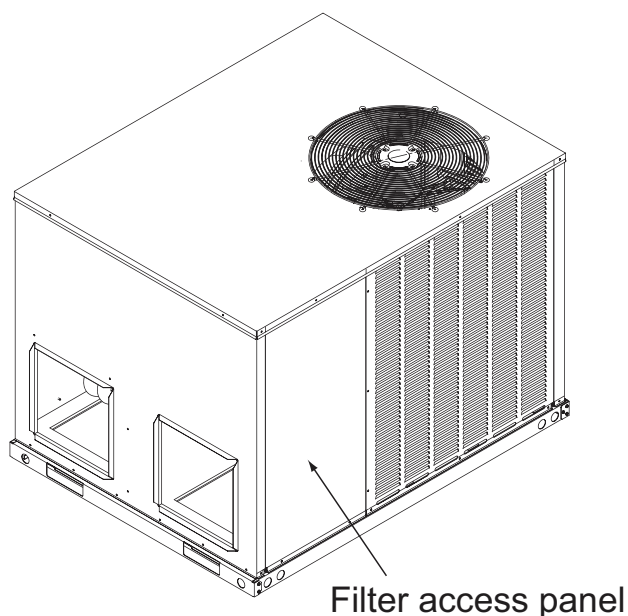
## Installation Instructions

These instructions are organized for an easy step-by-step procedure.

**NOTE:** These instructions do not purport to cover all variations in system nor to provide for every possible contingency to be met in connection with the installation. Should further information be desired or should particular problems arise which are not covered sufficiently for the purchaser's purposes, the matter should be referred to the manufacturer.

1. Disconnect all power sources to the Oxbox packaged unit.
2. Remove the filter access panel. Set panel aside for later re-installation. See Figure 2.

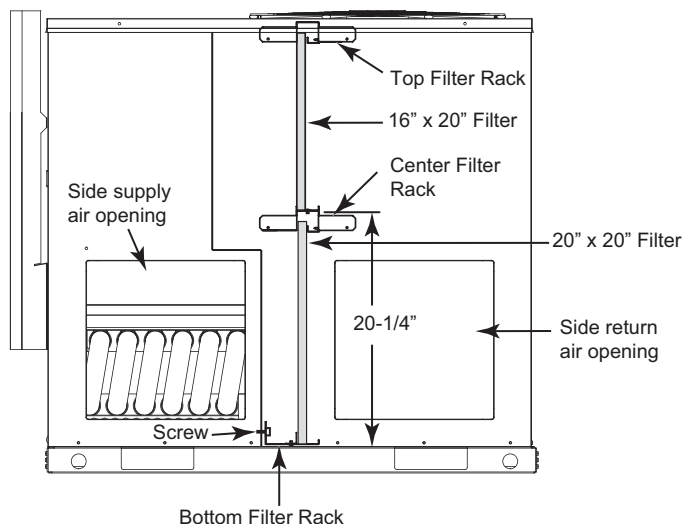
**Figure 2. Panel Removal**



3. The filter racks fit tightly inside the cabinet. Use care not to damage unit insulation when installing filter racks.
4. Place the bottom filter rack into the cabinet and slide up against the unit panel. The bottom filter rack will rest directly on the base. Using screws provided, screw through the pre-punched holes in the back flange of the filter rack and into unit panel. See Figure 3.

5. To make sure the center and top filter rack are aligned with the bottom rack, use a marker and draw a vertical line on the unit insulation, starting from the edge of the bottom rack all the way up to the top of the unit. Draw this line on both the left and right sides of the bottom rack. See Figure 3.
6. Measure up 20 1/4" vertically from the bottom rack to locate the center filter rack. The rack can be held in place by itself when squeezed in place. Using screws provided, screw through the pre-punched holes in the center rack and into the unit on both sides. See Figure 3.

**Figure 3. Filter Rack Locations**



7. Install the top filter rack at the very top of the unit, inline with the bottom and center filter racks. Using screws provided, screw through pre-punched holes in the top filter rack and into the unit on both sides. See figure 3.
8. The screws installed through the top and center filter racks and through the outside panel of the unit, are now exposed and sharp. One at a time, these screws should be removed from the inside of the unit and reinstalled from the outside of the unit.

**NOTE:** After the screws have been reinstalled, cover the screw threads with caulk. This will minimize the risk of getting injured by one of the screws.

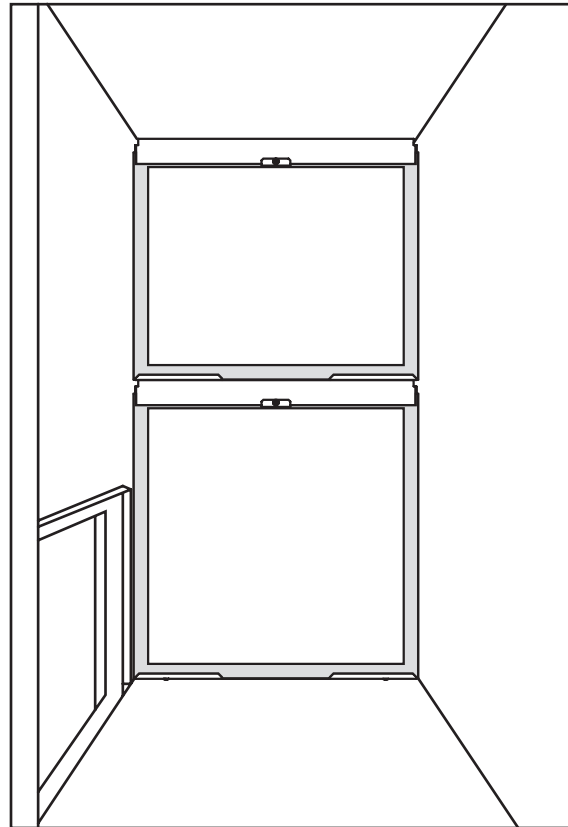
## Installer's Guide

9. Carefully install the field supplied (1) 16" x 20" filter in the top section and the (1) 20" x 20" filter in the bottom section. See Figures 3 and 4. Note: if using 2" filters, remove the filter spacers shown in Figure 1.

**NOTE:** It is normal for the filter to fit very tightly against the insulation inside the cabinet.

10. Reinstall the filter access panel that was removed in step 2.

**Figure 4. Front view of the Unit (Filter access panel removed and filters in place)**



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For more information contact  
your local dealer (distributor).



Since the manufacturer has a policy of continuous product and product data improvement, it reserves the right to change the design and specification without notice.

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