



## INSTALLATION INSTRUCTIONS

# Wall Sleeve Kit

For Use With MGE/MCE/MHP Series Magic-Pak® Unit

This manual must be left with the homeowner for future reference.



This is a safety alert symbol and should never be ignored. When you see this symbol on labels or in manuals, be alert to the potential for personal injury or death.

### ▲ WARNING

Improper installation, adjustment, service, or maintenance can cause property damage, personal injury, or death. Consult a qualified installer or service agency for information or assistance.

### ▲ WARNING

The Magic-Pak® unit must be installed with approved wall sleeve and grille accessories for safe operation. Improper installations could result in property damage, personal injury, or death.

### ▲ WARNING

Adequate safety precautions should be taken to protect personnel. Improper installations could result in property damage, personal injury, or death.

Manufactured By  
**Allied Air Enterprises LLC**  
A Lennox International, Inc. Company  
215 Metropolitan Drive  
West Columbia, SC 29170

### General

The wall sleeve is designed to facilitate the installation of Magic-Pak® units by providing an accurate opening during building construction. The use of a wall sleeve allows units to remain off-site until building construction approaches completion.

A louver kit must be used along with the wall sleeve kit in all Magic-Pak® installations. Louver kits are not included with the wall sleeve kits.

### Inspection of Shipment

If any damage to the contents of this kit is found at the time of delivery, proper notification should be made on the carrier's freight bill. Damage claims should be filed with the carrier at once. Claims of shortage should be filed with the manufacturer within 5 days.

### Installation

To assemble and install the wall sleeve, refer to the following instructions. Everything needed to assemble and install the wall sleeve is included in the kit except deck screws, caulk, and flashing.



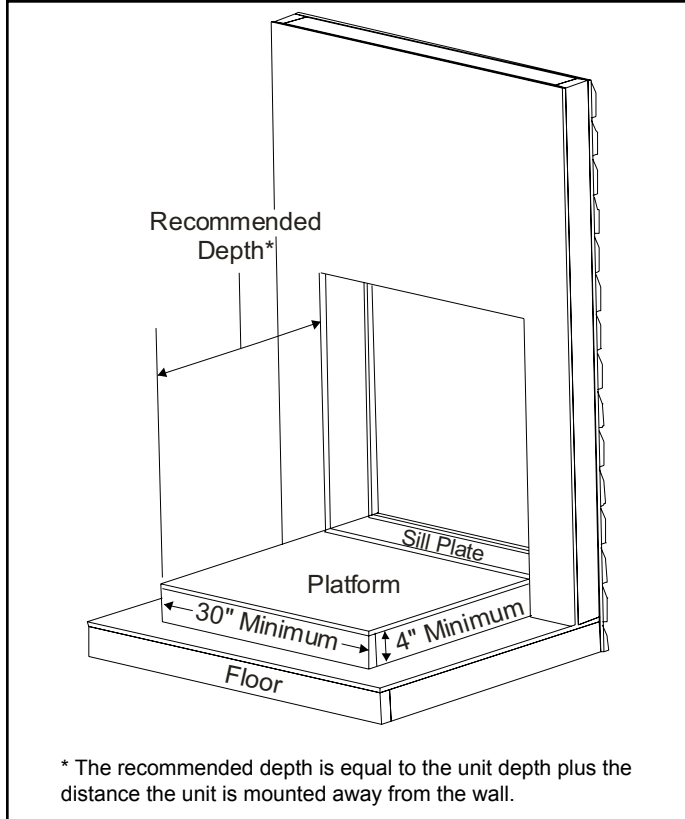
(P) 506390-01

Save these instructions for future reference

## Installation Preparation

1. Inspect the wall opening. Make sure that it is the proper size (see the Required Wall Opening drawing on Page 9).
2. Before the wall sleeve can be installed, a platform must be built to support the Magic-Pak® unit. The platform may be constructed of plywood and 2 x 4's.

**Recommended Height of Platform:** The platform must be made level to the sill plate of the wall opening (Figure 1). Minimum height of platform is 4".



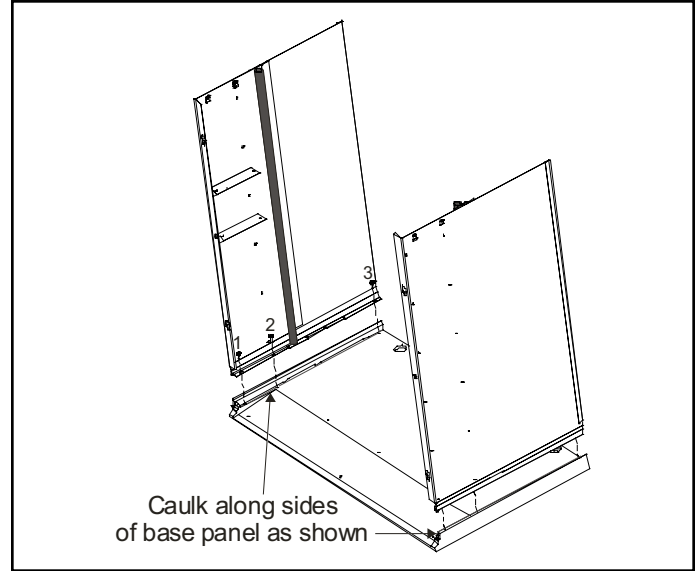
**Figure 1. Platform Assembly**

**Recommended Width:** 30"

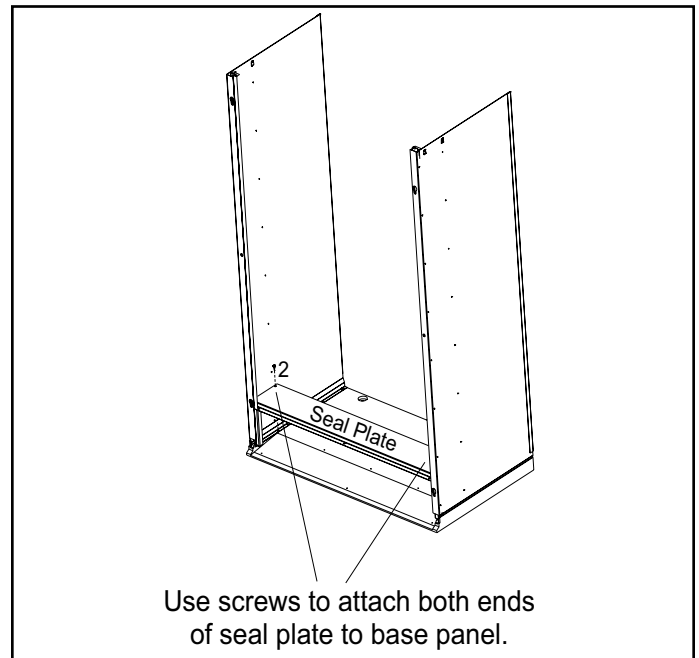
**Recommended Depth:** The platform depth must support the entire depth of unit. Unit depth plus the distance the unit is mounted away from the wall is recommended platform depth (Figure 1). **Inside flange of top panel may not fit flush to inside wall. If it does not, the distance between the wall and the top panel flange must be added to the unit depth measurement to determine the recommended platform depth.** Example: Wall sleeve kit ASLEEVE8-1 is 8" deep. If that wall sleeve is installed on a wall that is 6" thick, there would be a 2" difference. That 2" must be added to the unit depth (either 21-1/2" or 24-1/2" depending on the unit) to determine the recommended platform depth for that installation.

## Wall Sleeve Assembly

1. Place plastic base of wall sleeve on flat surface as shown in Figure 2.
2. Caulk each side of base panel as shown.
3. Install both right and left side panel assemblies on base panel using sheet metal screws (provided). Use three screws (numbered 1, 2, and 3 in Figure 2) per side as shown in Figure 2.



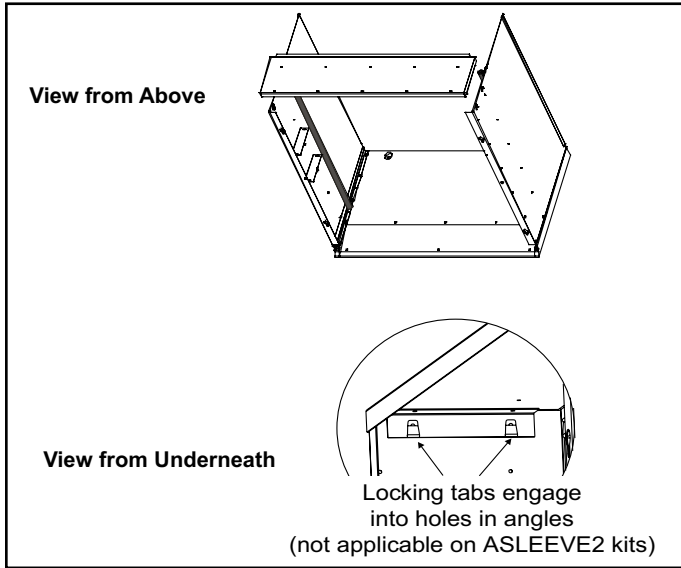
**Figure 2. Attaching Side Panels to Base**



**Figure 3. Installing Bottom Seal Plate (ASLEEVE2 kits only)**

4. Install top panel assembly onto side panels as shown in Figure 4.

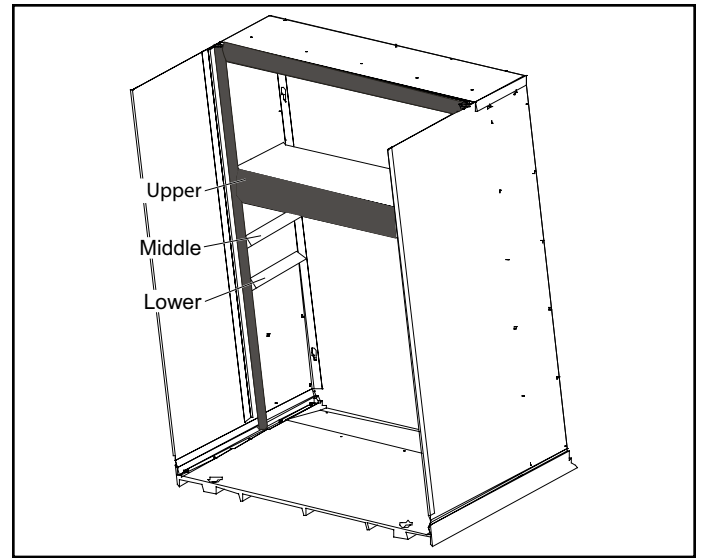
**NOTE:** Top panel fits on outside surface of side panels. Make sure that locking tabs on each side panel lock into holes on angles that are spot welded to the top panel. On ASLEEVE2 kits, there are no locking tabs, so the top panel will rest on the side panels.



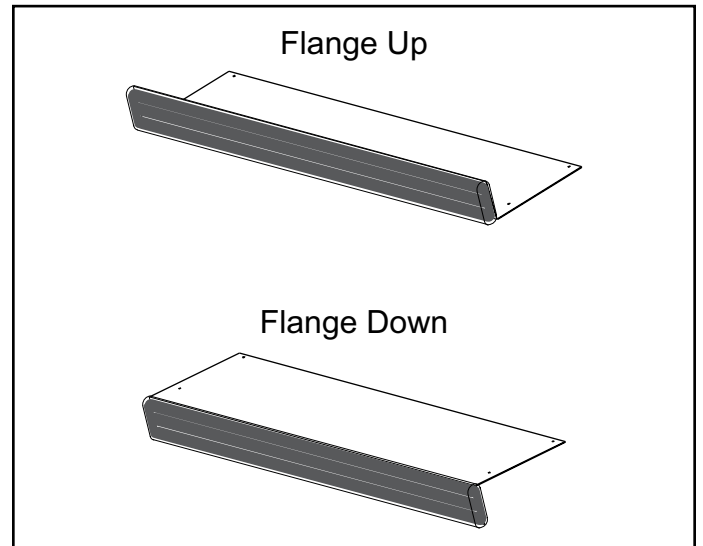
**Figure 4. Attaching Top Panel**

**Divider Panel Installation**

5. There are three styles of wall sleeve kits. Standard kits ASLEEVE\*\*-1, -3, and -4 have a single position for the divider panel. ASLEEVE\*\*-2 have two positions available for the divider panel. ASLEEVE\*\*-5 has three positions available for the divider panel. The multiple divider panel locations allow small units to be installed in taller wall sleeves with proper separation of intake and exhaust condenser air. This allows the use of uniform louvers throughout a building if so desired.
6. Use four sheet metal screws (two each side) to secure the divider panel to the shelves of each side panel. Divider panel must be installed in the proper position (angle up or angle down) as well as placed at the correct shelf height. See Table 1 for panel location and direction. See Figure 5 for shelf location. See Figure 6 for divider panel orientation. Divider panel must be installed before inserted into wall opening.



**Figure 5. Installing Divider Panel**



**Figure 6. Divider Panel Orientation**

	ASLEEVE**2	ASLEEVE**5	Orientation of Flange
Model	Two positions	Three positions	
MHP4-09- 12, 18	Lower	Lower	Down
MHP4-11- 09, 12			
MHP4-09- 24, 30	Lower	Lower	Up
MHP4-10- 18, 24			
MHP4-11- 18			
MHP4-09- 36	Upper	Middle	
MHP4-10- 30			
MHP4-11- 24, 30			
MHP4-11- 36	NA	Upper	
MCE4-09- 12, 18	Lower	Lower	Down
MCE4-11- 09, 12, 18			
MCE4-09- 24, 30	Lower	Lower	Up
MCE4-10- 18, 24			
MCE4-11- 24			
MCE4-09- 36	Upper	Middle	
MCE4-10- 30			
MCE4-11- 30			
MCE4-11- 36	NA	Upper	
MGE4-09- 12, 18	Lower	Lower	Down
MGE4-11- 09, 12			
MGE4-09- 24, 30	Lower	Lower	Up
MGE4-10- 18, 24			
MGE4-11- 18, 24			
MGE4-09- 36	Upper	Middle	
MGE4-10- 30			
MGE4-11- 30			
MGE4-11- 36	NA	Upper	

**Table 1. Divider Panel Location and Orientation**

### Mounting Angle Installation (if used)

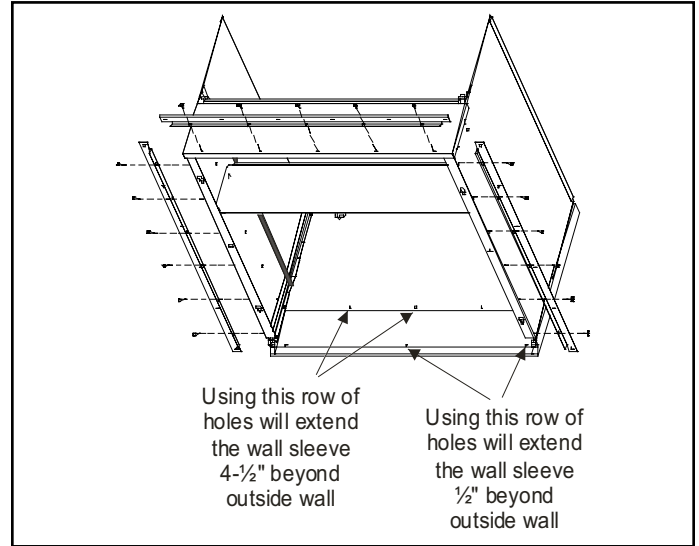
Mounting angles are provided in this wall sleeve kit to allow the installer a means to mount the wall sleeve to the exterior surface of the "rough wall." Both side panels and the top panel have two sets of .110" diameter holes in them for mounting the mounting angles to each of the panel's outside surfaces (Figure 7).

Determine which set of holes should be used. Using the row of holes on the side and top panels that are nearest the front of the wall sleeve assembly (the end that will protrude through the wall opening) will extend the wall sleeve 1/2" beyond the outside surface of the "rough wall." Using the other set of holes will extend the wall sleeve 4-1/2" beyond the outside surface of the "rough wall."

If your application requires that the wall sleeve be flush with the outside surface of the "rough wall," reverse the mounting angles and use the holes closest to the front of the wall sleeve.

**NOTE:** With the mounting angles reversed, the screw heads may interfere with the rough in opening. If this happens, clearance may need to be provided in the opening for the screw heads.

**Once the mounting angles are installed on the wall sleeve, the sleeve can only be inserted from the outside.**

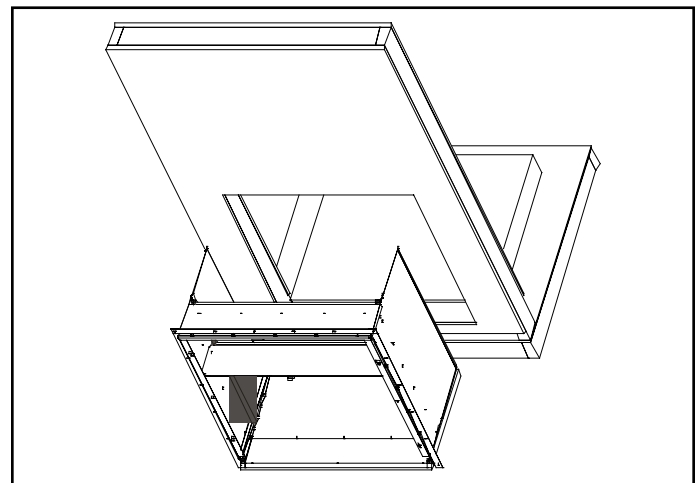


**Figure 7. Installing Mounting Angles**

### Wall Sleeve Installation

**NOTE:** Wall sleeve should be flashed and installed to local building code for sealing and weather proofing. Flashing materials are to be field supplied.

1. If mounting angles have been installed (see previous section), the wall sleeve can only be inserted through the wall opening from the outside (Figure 8). Push the sleeve all the way into the opening until the mounting angles are up against the outside wall surface.
2. Secure wall sleeve to outside wall with field-supplied deck screws.



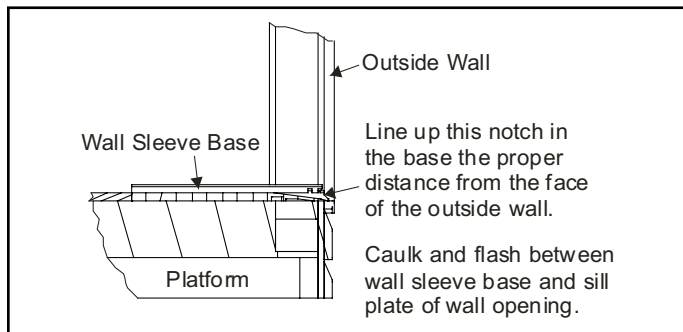
**Figure 8. Installing Wall Sleeve from Outside**

- If mounting angles have not been installed, position wall sleeve base in wall opening as shown in Figure 9.

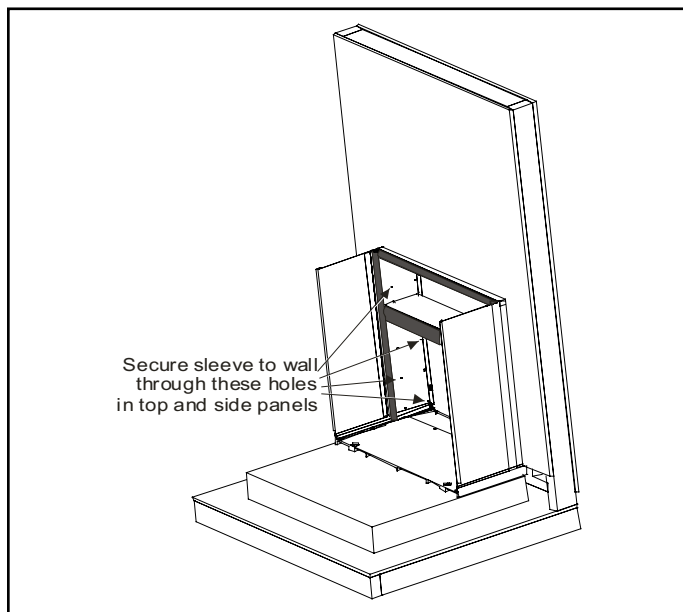
**NOTE:** *The notched edge on each front corner of the base must be positioned correctly.*

If an aluminum louver will be used in the installation, the notches must line up 1-1/4" back from the face of the outside wall. If a polypropylene louver will be used, the notches must line up 1" from the face of the outside wall.

If the mounting angles were not installed, the wall sleeve will need to be secured to the opening. When the wall sleeve is in the desired position in the wall opening, secure the sleeve using field-supplied screws through the holes provided in the sides and top panels (Figure 10).



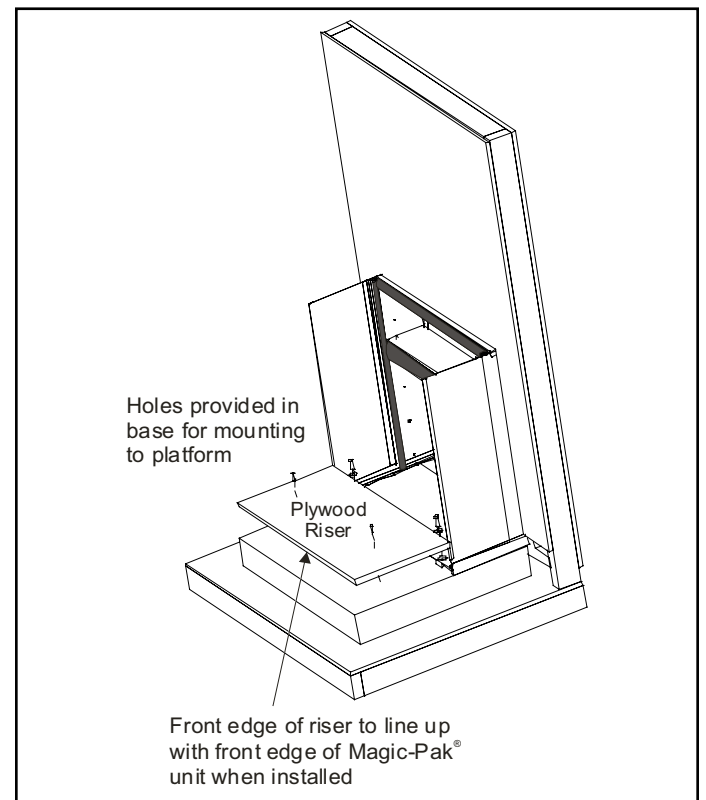
**Figure 9. Positioning Wall Sleeve**



**Figure 10. Securing Wall Sleeve to Wall Opening (if mounting angles were not installed)**

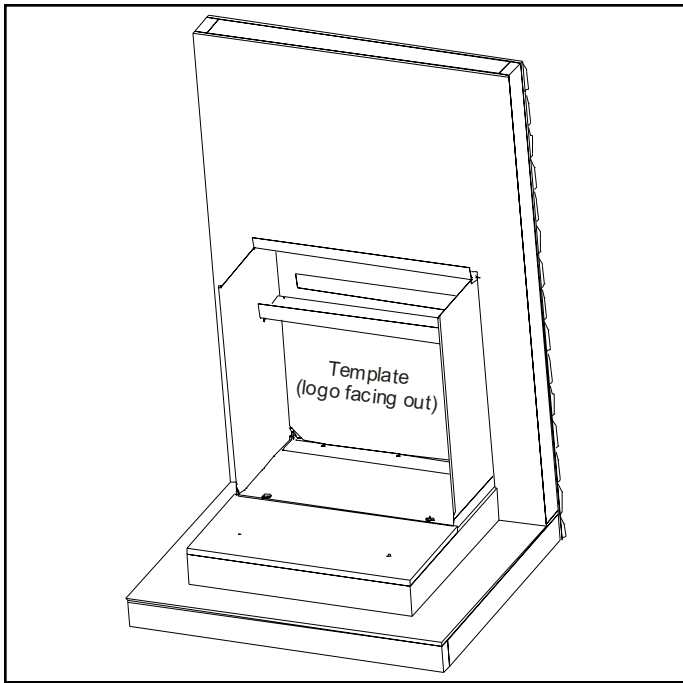
- Attach the base to the platform using the lag screws and washers provided in the kit (Figure 11). Attach the front of the base to the platform with three 1/1/2" deck screws (field-supplied) using the holes provided.

- Attach 3/4" plywood riser (supplied) to platform using 1-1/2" deck screws (Figure 11). Riser must be installed as it is used to level the platform with the plastic wall sleeve base. Position the riser so that the front edge of the riser is aligned with where the front edge of the unit will be when it is installed (see Recommended Depth in Step 2 of the Installation Preparation section on Page 2). The front edge of the unit is the edge nearest the condensate connection. The back edge of the riser does not need to be flush against the plastic base of wall sleeve.
- Insert the template through the assembled wall sleeve into the wall opening (Figure 12). The Magic-Pak® logo should face the outside. Once the template is fully inserted, check the wall sleeve for square installation. Shim wall sleeve to wall, if necessary.



**Figure 11. Attaching Base and Riser to Platform**

- After it has been determined that the wall sleeve is mounted and square, remove the template and set aside temporarily. Apply caulk and flashing between the wall sleeve and outside wall. Caulk should also be applied over all the deck screws used to mount the base to the wall and over all the unused holes in the top and side panels.



**Figure 12. Inserting Template**

- After the caulking and flashing has been completed, reinsert the template through the assembled wall sleeve into the wall opening (Figure 12). The Magic-Pak® logo should face the outside. The template must be removed prior to louver grille installation.

**⚠ WARNING**

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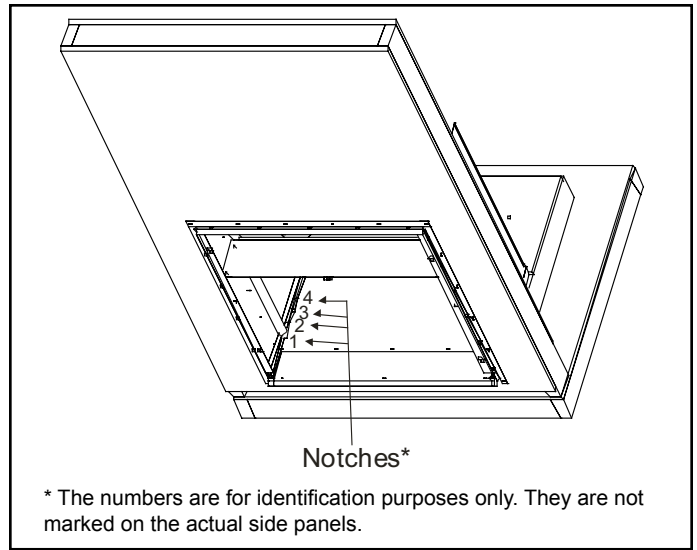
**Base Pad Installation**

- Three base pad gaskets are supplied with this kit. Where the gaskets are placed depends on which wall sleeve is used (Table 2). Notches in the bottom flange of each side panel indicate where the leading edge of the first gasket should be placed (Figure 13). The leading edge of the gasket is the edge closest to the opening in the wall.

Wall Sleeve Used	Notch #*
ASLEEVE6-1, 2, 3, 4, 5	1
ASLEEVE8-1, 2, 3, 4, 5	2
ASLEEVE10-1, 2, 3, 4, 5	3
ASLEEVE12-1, 2, 3, 4, 5	4

\* The numbers are for identification purposes only. They are not marked on the actual side panels.

**Table 2. Determining Base Pad Placement**



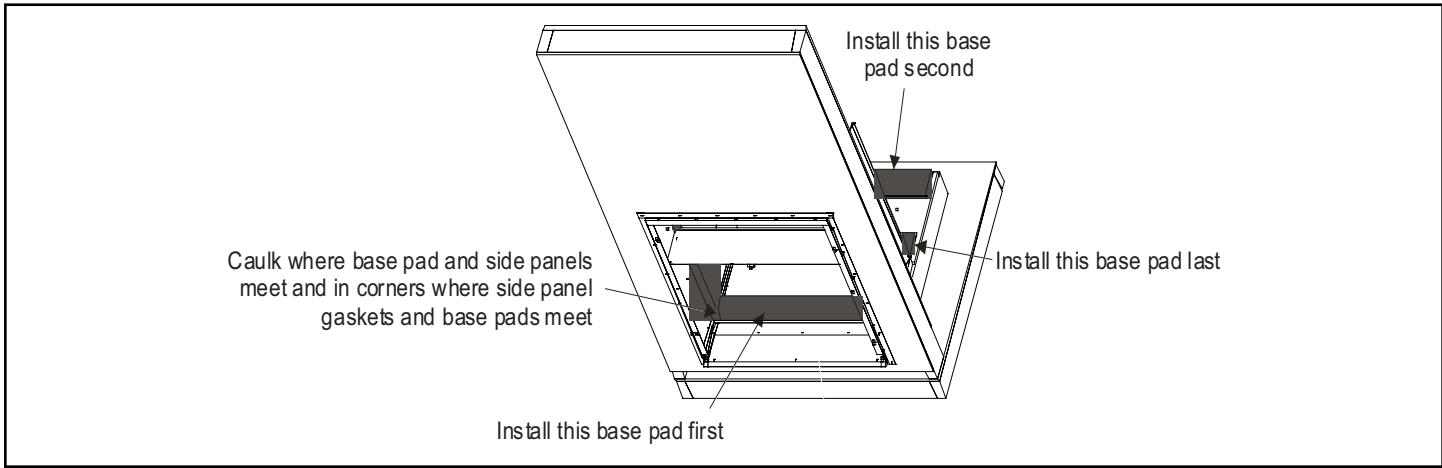
\* The numbers are for identification purposes only. They are not marked on the actual side panels.

**Figure 13. Identifying Side Panel Notches**

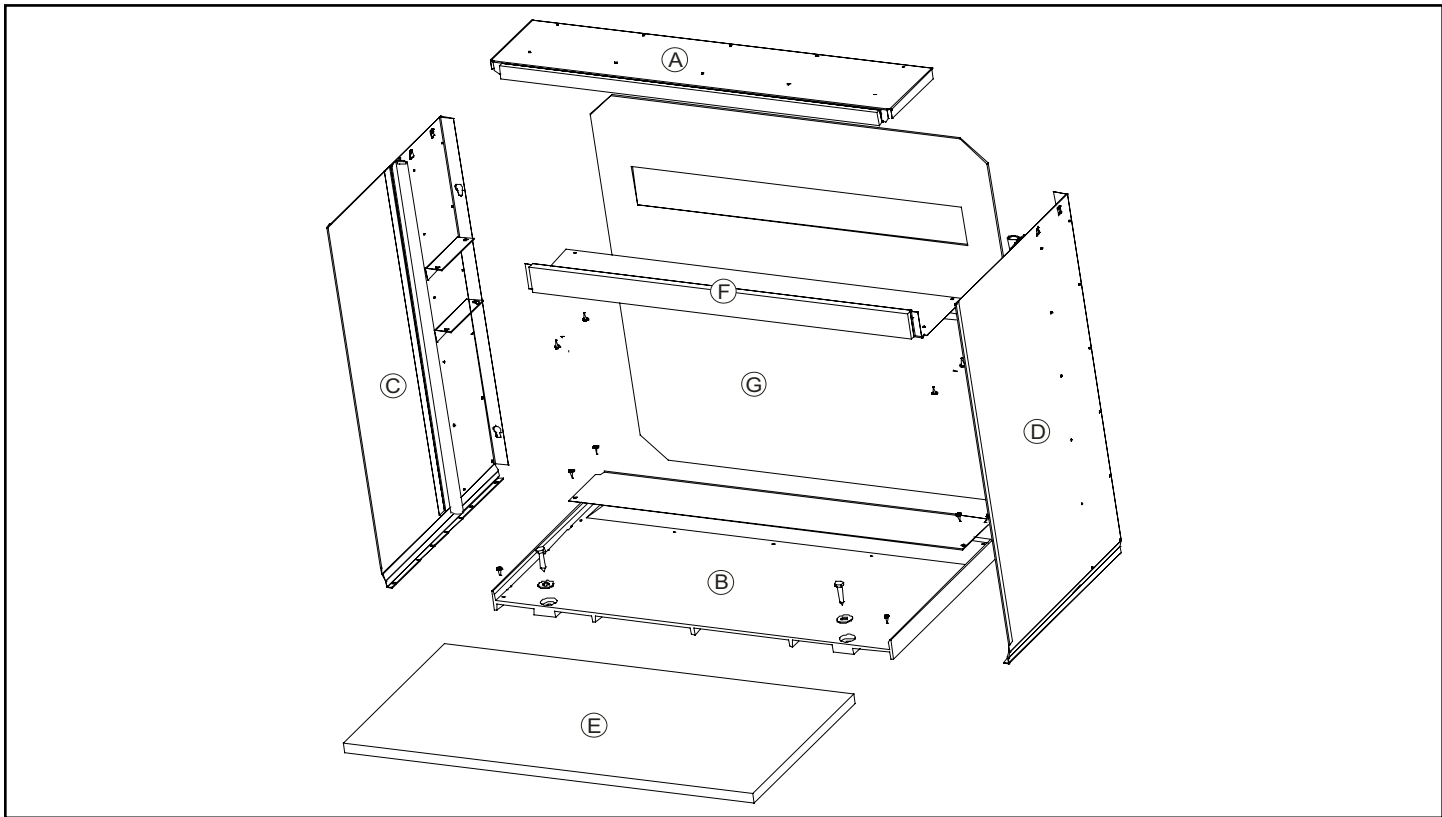
**NOTE:** Before attaching the base pads to the plastic base panel or plywood riser, make sure the surfaces are completely cleaned of oil or debris.

Remove the paper backing of the base pad and align the leading edge of the first gasket to the proper notches found in the left and right side panels. Press gasket firmly in place making sure that adhesive on entire gasket comes in contact with the wall sleeve base.

- Place the second base pad on the plywood riser. The front edge of the pad should align with the front edge of the plywood riser (Figure 14). If the riser has been installed correctly (see Step 5 on Page 5), the front edge of the plywood riser (and base pad) will be aligned with the front edge of the unit when it is installed. Press pad firmly into place.
- The third base pad can be placed anywhere between the first and second gaskets as long as it is entirely positioned on either the plastic base panel or the plywood riser. This pad must not be placed partially on both surfaces.
- Caulk along the edges of the first base pad where it meets the left and right side panels. Caulk should also be applied in the corners where the base pads and the side panels gaskets meet (Figure 14).



**Figure 14. Installing Base Pads**



**Figure 15. Parts**

Letter	Quantity	Description
A	1	Top Panel Assembly
B	1	Base
C	1	Left Side Panel Assembly
D	1	Right Side Panel Assembly
E	1	3/4" Plywood Riser
F	2	Divider Panel Assembly
G	1	Template
--	2	Lag Screws and Washers
--	12	Sheet Metal Screws
--	1	Installation Instructions

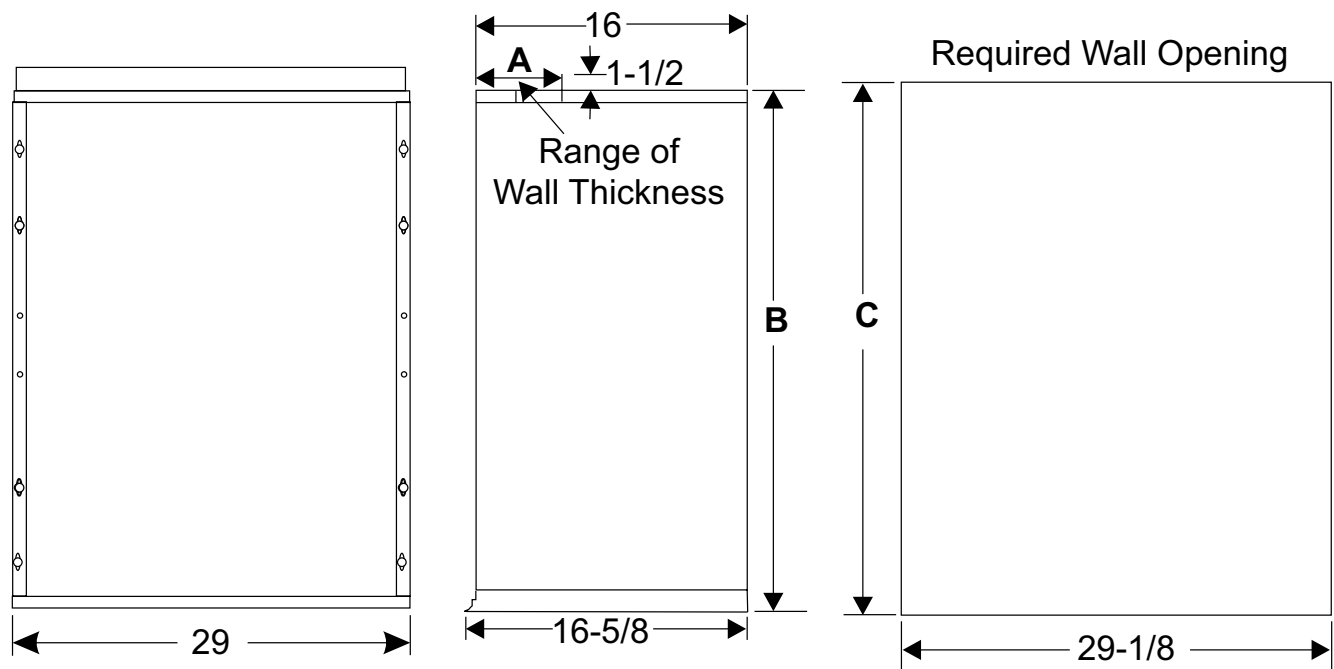
Kit No.	Description	Used With
ASLEEVE2-1*	2" Wall Sleeve Kit	MHP/MCE/MGE4-(9,10)-(12,18,24)
ASLEEVE2-2*	2" Wall Sleeve Kit	MHP/MCE/MGE4-(9-36,10-30)
ASLEEVE-3*	Wall Sleeve Kit (45" Louver)	MHP/MCE4-(9-12, 9-18)
ASLEEVE6-1	6" Wall Sleeve	MHP/MCE/MGE4-9-(12,18,24,30) MHP/MCE/MGE4-10-(18,24) MHP4-11-(09,12,18) MCE/MGE4-11-(09,12,18,24)
ASLEEVE8-1	8" Wall Sleeve	
ASLEEVE10-1	10" Wall Sleeve	
ASLEEVE12-1	12" Wall Sleeve	
ASLEEVE6-2**	6" Wall Sleeve	MHP/MCE/MGE4-9-(12,18,24,30,36) MHP/MCE/MGE4-10-(18,24,30) MHP4-11-(09,12,18,24,30) MCE/MGE4-11-(09,12,18,24,30)
ASLEEVE8-2**	8" Wall Sleeve	
ASLEEVE10-2**	10" Wall Sleeve	
ASLEEVE12-2**	12" Wall Sleeve	
ASLEEVE6-3	6" Wall Sleeve (45" Louver)	MHP/MCE/MGE4-9-(12,18,24,30) MHP/MCE/MGE4-10-(18,24) MHP4-11-(09,12,18) MCE/MGE4-11-(09,12,18,24)"
ASLEEVE8-3	8" Wall Sleeve (45" Louver)	
ASLEEVE10-3	10" Wall Sleeve (45" Louver)	
ASLEEVE12-3	12" Wall Sleeve (45" Louver)	
ASLEEVE6-4	6" Wall Sleeve (45" Louver)	MHP/MCE/MGE4-9-36 MHP/MCE/MGE4-10-30 MHP4-11-(24,30) MCE/MGE4-11-30
ASLEEVE8-4	8" Wall Sleeve (45" Louver)	
ASLEEVE10-4	10" Wall Sleeve (45" Louver)	
ASLEEVE12-4	12" Wall Sleeve (45" Louver)	
ASLEEVE6-5**	6" Wall Sleeve (45" Louver)	MHP/MCE/MGE4- ALL MODELS
ASLEEVE8-5**	8" Wall Sleeve (45" Louver)	
ASLEEVE10-5**	10" Wall Sleeve (45" Louver)	
ASLEEVE12-5**	12" Wall Sleeve (45" Louver)	
* Thru-the-wall installations only		
** Universal Wall Sleeve Kit - accommodates multiple unit heights		

**Table 3. Wall Sleeve Kits**



Kit No.	A	B	C
ASLEEVE2-1	2	29	29-1/8
ASLEEVE2-2	2	32-3/4	32-7/8
ASLEEVE6-1	6	29	29-1/8
ASLEEVE6-2	6	32-3/4	32-7/8
ASLEEVE6-3	6	45	45-1/8
ASLEEVE6-4 or -5			
ASLEEVE8-1	8	29	29-1/8
ASLEEVE8-2	8	32-3/4	32-7/8
ASLEEVE8-3	8	45	45-1/8
ASLEEVE8-4 or -5			
ASLEEVE10-1	10	29	29-1/8
ASLEEVE10-2	10	32-3/4	32-7/8
ASLEEVE10-3	10	45	45-1/8
ASLEEVE10-4 or -5			
ASLEEVE12-1	12	29	29-1/8
ASLEEVE12-2	12	32-3/4	32-7/8
ASLEEVE12-3	12	45	45-1/8
ASLEEVE12-4 or -5			
ASLEEVE-3	N/A	45	45-1/8

Table 4. Wall Sleeve Dimensions (in.)



**NOTE: Bottom surface of wall opening must be at least 4" off the floor.**