

Portable air conditioning (AC) units keep your living space cool during the hot summer.

Follow these recommendations to ensure the safe and efficient operation of your portable AC unit and proper storage when not in use.

Following these guidelines, you can safely use and store your portable AC unit, ensuring efficient operation and prolonging its lifespan.

Always refer to the manufacturer's instructions for specific guidelines and recommendations regarding your particular unit.

## General Safety Precautions:

If you experience any issues or malfunctions with the portable AC unit, immediately turn it off, unplug it, and contact the manufacturer or a professional technician for assistance.

Do not attempt to repair or modify the unit unless you are a qualified technician.

Keep children and pets away from the unit to avoid accidents or injuries.



# AC CARE

## Contact

Your building maintenance manager with additional questions.



# SAFETY



## Installment

Read the manufacturer's instructions carefully before installing the unit.

Choose a suitable location near a window or door for proper ventilation and exhaust.

Ensure the unit is on a flat, stable surface to prevent tipping or accidental falls.

Securely seal any gaps between the window and the exhaust hose to prevent warm air from entering your living space.



## Operation

Keep the area around the unit clear of any obstacles or flammable materials.

Regularly clean or replace the air filter according to the manufacturer's instructions to maintain optimal performance and air quality.

Please do not place objects on the AC unit, as it may block the airflow or cause damage.



## Storage

Before storing the portable AC unit, ensure it is clean and dry.

Remove and clean the air filter, and allow it to dry completely before storing.

Coil the exhaust hose and secure it with a tie or band to prevent tangling.

Cover the unit with a protective cover or store it in its original packaging to prevent dust and damage.

Store the unit upright in a dry, cool, well-ventilated area away from direct sunlight, extreme temperatures, and moisture.



## Maintenance

Turn off and unplug the unit before cleaning. Clean the air filter regularly to prevent the accumulation of dust and debris.

Wipe the exterior surfaces of the unit with a damp cloth, and use mild detergent if necessary.

Check the condensate tray and drain hole for any blockages and ensure proper drainage.

Consult the manufacturer's instructions for additional maintenance procedures specific to your unit.