

SPLIT SYSTEMS

AIR CONDITIONING AND HEAT PUMP HOMEOWNER'S ROUTINE MAINTENANCE RECOMMENDATIONS

We strongly recommend a bi-annual maintenance checkup be performed before the heating and cooling seasons begin by a qualified servicer.

Replace or Clean Filter

IMPORTANT NOTE: Never operate unit without a filter installed as dust and lint will build up on internal parts resulting in loss of efficiency, equipment damage and possible fire.

An indoor air filter must be used with your comfort system. A properly maintained filter will keep the indoor coil of your comfort system clean. A dirty coil could cause poor operation and/or severe equipment damage.

Your air filter or filters could be located in your furnace, in a blower unit, or in "filter grilles" in your ceiling or walls. The installer of your air conditioner or heat pump can tell you where your filter(s) are, and how to clean or replace them.

Check your filter(s) at least once a month. When they are dirty, replace or clean as required. Disposable type filters should be replaced. Reusable type filters may be cleaned.

You may want to ask your dealer about high efficiency filters. High efficiency filters are available in both electronic and non-electronic types. These filters can do a better job of catching small airborne particles.

Compressor

The compressor motor is hermetically sealed and does not require additional oiling.

Motors

Indoor and outdoor fan motors are permanently lubricated and do not require additional oiling.

Clean Outside Coil (Qualified Servicer Only)



WARNING

HIGH VOLTAGE!

Disconnect ALL power before servicing. Multiple power sources may be present. Failure to do so may cause property damage, personal injury or death.



Air must be able to flow through the outdoor unit of your comfort system. Do not construct a fence near the unit or build a deck or patio over the unit without first discussing your plans with your dealer or other qualified servicer. Restricted airflow could lead to poor operation and/or severe equipment damage.

Likewise, it is important to keep the outdoor coil clean. Dirt, leaves, or debris could also restrict the airflow. If cleaning of the outdoor coil becomes necessary, hire a qualified servicer. Inexperienced people could easily puncture the tubing in the coil. Even a small hole in the tubing could eventually cause a large loss of refrigerant. Loss of refrigerant can cause poor operation and/or severe equipment damage.

Do not use a condensing unit cover to "protect" the outdoor unit during the winter, unless you first discuss it with your dealer. Any cover used must include "breathable" fabric to avoid moisture buildup.

BEFORE CALLING YOUR SERVICER

- Check the thermostat to confirm that it is properly set.
- Wait 15 minutes. Some devices in the outdoor unit or in programmable thermostats will prevent compressor operation for awhile, and then reset automatically. Also, some power companies will install devices which shut off air conditioners for several minutes on hot days. If you wait several minutes, the unit may begin operation on its own.
- Check the electrical panel for tripped circuit breakers or failed fuses. Reset the circuit breakers or replace fuses as necessary.
- Check the disconnect switch near the indoor furnace or blower to confirm that it is closed.
- Check for obstructions on the outdoor unit. Confirm that it has not been covered on the sides or the top. Remove any obstruction that can be safely removed. If the unit is covered with dirt or debris, call a qualified servicer to clean it.
- Check for blockage of the indoor air inlets and outlets. Confirm that they are open and have not been blocked by objects (rugs, curtains or furniture).
- Check the filter. If it is dirty, clean or replace it.
- Listen for any unusual noise(s), other than normal operating noise, that might be coming from the outdoor unit. If you hear unusual noise(s) coming from the unit, call a qualified servicer.



CAUTION

TO AVOID THE RISK OF EQUIPMENT DAMAGE OR FIRE, INSTALL THE SAME AMPERAGE BREAKER OR FUSE AS YOU ARE REPLACING. IF THE CIRCUIT BREAKER OR FUSE SHOULD OPEN AGAIN WITHIN THIRTY DAYS, CONTACT A QUALIFIED SERVICER TO CORRECT THE PROBLEM.

IF YOU REPEATEDLY RESET THE BREAKER OR REPLACE THE FUSE WITHOUT HAVING THE PROBLEM CORRECTED, YOU RUN THE RISK OF SEVERE EQUIPMENT DAMAGE.