

MAINTENANCE INSTRUCTIONS

GAS FURNACE

There are routine maintenance steps you should take to keep your furnace operating efficiently.

1. It is recommended that the furnace be inspected and serviced once per year by a qualified service technician.
2. **Replacing the filter** – Dirty filters are the most common cause of inadequate **heating** or **cooling** performance. Disposable 1” filters should be replaced every 6 weeks. Aprilaire media type filters should be replaced once a year.

WHAT TO DO IF YOUR UNIT FAILS TO OPERATE:

1. Be sure the main switch that supplies power to the furnace is in the ON position.
2. Replace any burned-out fuses or reset circuit breakers. NOTE: Sometimes you have to turn the breaker OFF then back ON.
3. Be sure the thermostat is properly set.
4. Make sure the PVC Flues aren't blocked by anything.
5. Has your filter been replaced recently?
6. If the furnace still does not start, call your service technician **942-9663**.

CENTRAL AIR or HEAT PUMP

An annual inspection by a qualified service person should be performed to ensure continued quality performance. The outdoor coil surface should be cleaned, taking care not to damage the fin surface of the coil.

If the outdoor unit fails to come on after properly setting the thermostat check the main circuit breaker and the fuses in the outside disconnect box located behind the condensing unit. (These must be taken to a hardware store to be checked or purchased for replacement).

APRILAIRE HUMIDIFIER

Your humidifier has an evaporator panel in it that should be changed once a year. A replacement panel can be purchased at any of our stores or installed by our service department. Before the winter season begins there is a damper marked Winter & Summer (or Heat & Cool) that needs to be adjusted for the season, then switched in the Spring when the humidifier season is over.

APRILAIRE AIR CLEANER OR PAPER FILTERS

If your furnace is equipped for disposable filters you should change them regularly—at least every 6 weeks. If your furnace has an Aprilaire Air Cleaner Media Type filter you should replace it once a year. The replacements can be purchased at any of our stores or replaced by our service department.

APRILAIRE UV LAMP

The UV Bulb lasts approximately 1 year. After that the bulb loses its effectiveness even though the bulb continues to be lit. Replacement bulbs can be purchased at any of our stores or changed by our service department.

THERMOSTAT

Your digital thermostat has a battery that needs to be replaced once a year.

942-ZONE (9663)



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