



Your Source for Home Comfort

8,000, 11,000 & 12,000 BTU

# WINDOW AIR CONDITIONER

## USER MANUAL

FOR MODELS:

**3PACH8000**

with 3,500 BTU electric heater

**3PACH12000**

with 11,000 BTU electric heater

**3PAHP12002**

with 11,000 BTU heat pump



Before using your window air conditioner, please read this manual carefully and keep it for future reference, along with your receipt.



# CONTENTS

SAFETY PRECAUTIONS .....	2
IMPORTANT SAFETY INSTRUCTIONS .....	4
NORMAL SOUNDS .....	5
AIR CONDITIONER FEATURES .....	6
INSTALLATION INSTRUCTIONS .....	8
CARE AND CLEANING .....	15
TROUBLESHOOTING TIPS .....	16

This manual provides the information needed for proper use and maintenance of this air conditioner. Basic preventative care can help extend the life of this unit. The “Troubleshooting Tips” section in this manual contains a chart with solutions to the most common problems. Referring to this section may save time and prevent the need for a service call in the event of a problem.

## CAUTION



- Contact an authorized service technician for repair or maintenance of this unit.
- Contact an installer for installation of this unit if necessary.
- ***The air conditioner is not intended for use by young children without supervision.***  
Young children should be supervised to ensure that they do not play with the air conditioner.
- Disabled persons may require assistance with set up.
- If the power cord is to be replaced, replacement work should be performed by authorized personnel only.
- Installation and repair work must be performed in accordance with the national wiring standards by authorized personnel only.
- Do not operate your air conditioner in a wet room such as a bathroom or laundry room.
- Units with a heating function should be at least 3 1/3 ft (1 meter) away from any combustible/flammable materials.

**NOTE:** *All the illustrations in this manual are for explanation purposes only. Unit purchased may be slightly different.*



The design and specifications are subject to change without prior notice for product improvement. Contact customer service for details.

# SAFETY PRECAUTIONS

To prevent injury to the user or other people and property damage, the following instructions must be followed. Incorrect operation due to ignoring of instructions may cause harm or damage. The seriousness is classified by the following indications.

 <b>WARNING</b>	This symbol indicates the possibility of death or serious injury.
 <b>CAUTION</b>	This symbol indicates the possibility of injury or damage to property.

■ Meanings of symbols used in this manual are as shown below.

	<b>Never do this.</b>
	<b>Always do this.</b>

## **WARNING**

### Plug in power plug properly.

- Failure to do so may cause electric shock or fire due to excess heat generation.

### Do not operate or stop the unit by inserting or pulling out the power plug directly from the wall.

- Doing so may cause electric shock or fire due to heat generation.

### Do not use a damaged power cord.

- Doing so may cause electric shock or fire. If the power cord is damaged, it must be replaced by the manufacturer or an authorized service center or a similarly qualified person in order to avoid a hazard.

### Do not modify power cord length or share the outlet with other appliances.

- Doing so may cause electric shock or fire due to heat generation.

### Do not operate with wet hands or in damp environment.

- Doing so may cause electric shock.

### Do not direct airflow directly at room occupants.

- This could cause health issues.

### Always ensure effective grounding.

- Incorrect grounding may cause electric shock.

### Do not allow water to run into electric parts.

- Doing so may cause failure of machine or electric shock.

### Always install circuit breaker and a dedicated power circuit.

- Incorrect installation may cause fire and electric shock.

### Always unplug the unit if strange sounds, smell or smoke comes from the unit.

- Failure to do so may cause fire and electric shock.

### Do not use the socket if it is loose or damaged.

- Doing so may cause fire and electric shock.

### Do not open the unit during operation.

- Doing so may cause electric shock.

### Do not use firearms near unit.

- Doing so may cause fire.

### Do not use the power cord close to heating appliances.

- Doing so may cause fire and electric shock.

### Do not disassemble, modify, or drill holes into the air conditioner.

- Doing so may cause failure and electric shock.

### Ventilate room before operating air conditioner if there is a gas leakage from another appliance such as a stove.

- Failure to do so may cause explosion, fire and burns.

### Do not use the power cord near flammable gas or combustibles, such as gasoline, benzene, thinner, etc.

- Doing so may cause an explosion or fire.



## CAUTION

⊘ When removing air filter, do not touch metal parts of the unit.

- Doing so may cause an injury.

⚠ Unit and Circuit breaker/fuse must be switched OFF when cleaning.

- Cleaning unit when power is ON may cause fire and electric shock and may cause an injury.

⚠ Stop operation and close the window in severe storms or hurricanes.

- Operation with windows open may cause moisture to enter the room.

⊘ Do not place obstacles around air-inlets or inside of air-outlet.

- Obstacles may cause appliance failure or accident.

⚠ Use only a soft cloth to clean the unit.

- Cleaners or detergents may change the color or scratch the surface of the unit.

⊘ Do not place heavy objects on the power cord and always ensure that the cord is not compressed.

- There is danger of fire or electric shock.

⊘ Do not clean with water.

- Water may enter the unit and degrade the insulation causing an electric shock.

⊘ Do not put a pet or house plant where it will be exposed to direct air flow.

- This could injure the pet or plant.

⚠ Hold the plug by the head of the power plug when taking it out.

- Failure to do so may cause electric shock and damage.

⚠ Periodically check installation bracket for damage.

- Prolonged exposure to outdoor elements may cause damage to installation bracket causing unit to fall.

⚠ Use caution when unpacking and installing.

- Sharp edges could cause injury.

⚠ Ensure proper ventilation especially in rooms with a stove or other appliances.

- Failure to do so may result in an oxygen shortage.

⚠ Use only as intended.

- This unit is NOT intended to preserve precision devices, food, pets, plants, and art objects. It may cause deterioration of quality, etc.

⚠ If unit will not be used for a long period of time, turn OFF main power switch.

- Leaving power on may cause unit failure or fire.

⚠ Always insert the filters securely. Clean filter AT LEAST once every two weeks.

- Operation without secured filters may cause failure. A dirty filter can cause the unit to not run efficiently.

⊘ NEVER drink water drained from air conditioner.

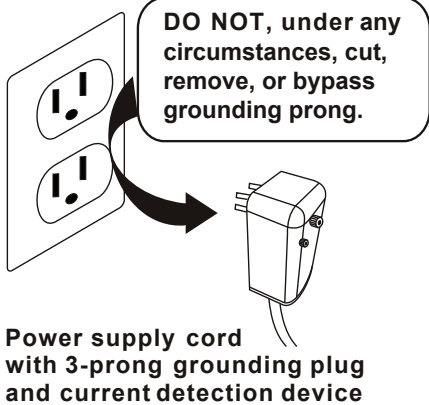
- Water from unit contains contaminants and could cause illness.

⚠ If water enters the unit, turn the unit off at the power outlet and switch off the circuit breaker. Isolate supply by taking the power-plug out and contact a qualified serviced technician.

- There is danger of electric shock.

# IMPORTANT SAFETY INSTRUCTIONS

**NOTE** The power supply cord with this air conditioner contains a current detection device designed to reduce the risk of fire. Please refer to the section "Operation of Current Device" (below) for details. In the event that the power supply cord is damaged, it **MUST** be replaced by an authorized repairman.



## **⚠ WARNING! For Your Safety**

- DO NOT store or use gasoline or other flammable vapors or liquids in the vicinity of this or any other appliance.
- Avoid fire hazard or electric shock. DO NOT use an extension cord or an adaptor plug. DO NOT remove any prong from the power cord.

## **⚠ WARNING! Electrical Information**

- Be sure the electrical service is adequate for the model you have chosen. This information can be found on the serial plate, which is located on the side of the cabinet and behind the grille.
- Be sure the air conditioner is properly grounded. To minimize shock and fire hazards, proper grounding is important. The power cord is equipped with a three-prong grounding plug for protection against shock hazards.
- Your air conditioner must be used in a properly grounded wall receptacle. If the wall receptacle you intend to use is not adequately grounded or protected by a time delay fuse or circuit breaker, have a qualified electrician install the proper receptacle.
- Ensure the receptacle is accessible after the unit installation.
- Do not run air conditioner without side protective cover in place. This could result in mechanical damage within the air conditioner.
- **Do not use an extension cord or an adaptor plug.**

## **⚠ WARNING! Prevent Accidents**

To reduce the risk of fire, electrical shock, or injury to persons when using your air conditioner, follow basic precautions, including the following:

- If the air conditioner is to be installed in a window, you will probably want to clean both sides of the glass first. If the window is a triple-track type with a screen panel included, remove the screen completely before installation.
- Be sure the air conditioner has been securely and correctly installed according to the installation instructions in this manual. Save this manual for possible future use in removing or installing this unit.
- When handling the air conditioner, be careful to avoid cuts from sharp metal fins on front and rear coils.

## **Operation of Current Device**

The power supply cord contains a current device that senses damage to the power cord. To test your power supply cord do the following:

1. Plug in the air conditioner.
2. The power supply cord will have TWO buttons on the plug head. Press the TEST button. The RESET button will click as it pops out.
3. Press the RESET button; again you will notice a click as the button engages.
4. The power supply cord is now supplying electricity to the unit.  
(On some products this is also indicated by a light on the plug head.)

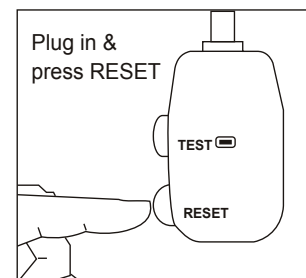
- NOTES:**
- Do not use this device to turn the unit on or off.
  - Always make sure the RESET button is pushed in for correct operation.
  - The power supply must be replaced if it fails to reset when either the TEST button is pushed or it cannot be reset.
  - If power supply cord is damaged, it cannot be repaired. Please call customer service to assist with replacement.

**NOTE:** This air conditioner is designed to be operated under conditions as follows:

Cooling operation	Outdoor temp:	18-43°C/64-109°F (18-52°C/64-125°F for special tropical models)
	Indoor temp:	17-32°C/62-90°F
Heating operation	Outdoor temp:	-5-24°C/23-76°F
	Indoor temp:	0-27°C/32-80°F

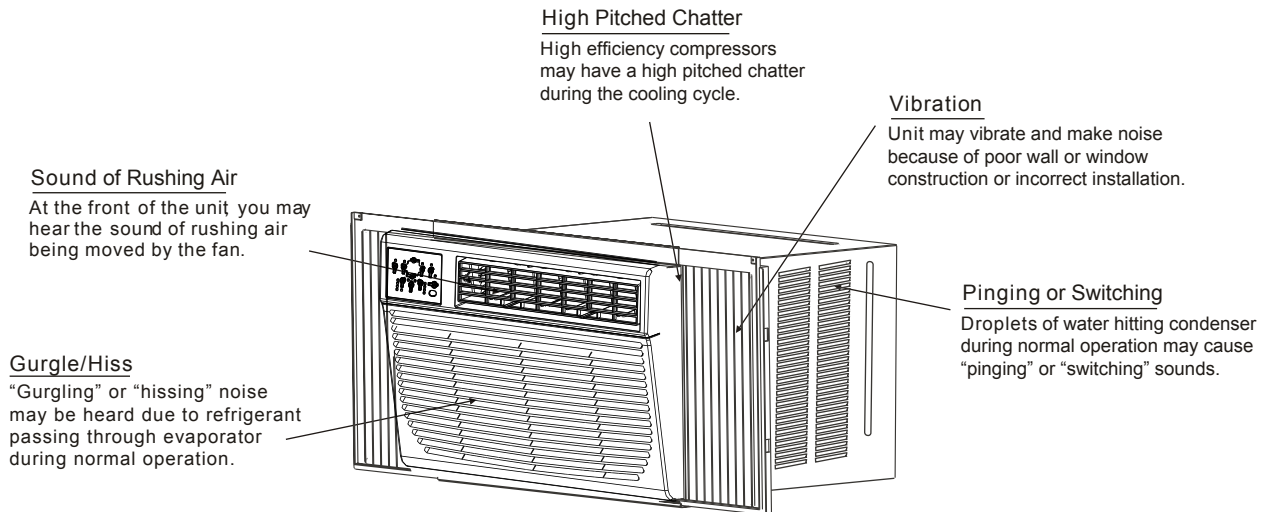
\*Please note that not all units come with a heating element. The "Heating operation" specifications only apply for units that DO have a heating element.

If the unit is operated beyond the conditions specified above, it may cause a failure of the unit.



NOTE: Some plugs have buttons on the top.

# NORMAL SOUNDS

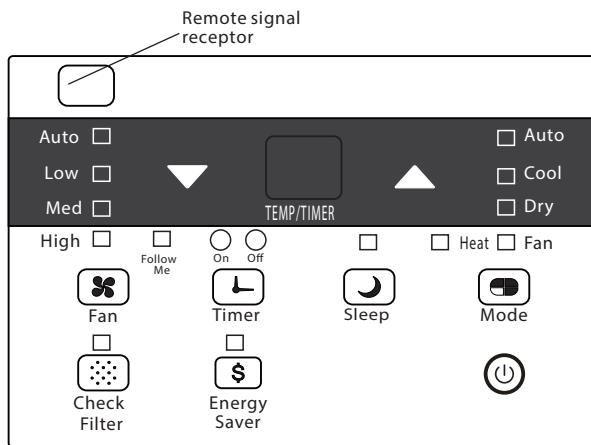


**NOTE:** This illustration is for explanation purposes only. The actual appearance of the control panel on the air conditioner purchased may be slightly different.

# AIR CONDITIONER FEATURES

## ELECTRONIC CONTROL OPERATING INSTRUCTIONS

Before you begin, thoroughly familiarize yourself with the control panel as shown below and all its functions. Then, follow the symbol for the functions you desire. The unit can be controlled by the unit controls alone or with the remote control.



**UNIT CONTROL PANEL**  
*Heat indicator on models with heating capabilities only.*

## TO TURN UNIT ON OR OFF:

Press **ON/OFF button** to turn the unit on or off.

**NOTE:** The unit will automatically initiate the Energy Saver function under “Cool,” “Dry” and “Auto” (only Auto-Cooling and Auto-Fan) modes.


## TO CHANGE TEMPERATURE SETTING:

Press **UP/DOWN button** to change the temperature setting.


**NOTE:** Press or hold either UP(▲) or DOWN (▼) button until the desired temperature is seen on the display. This temperature will be automatically maintained anywhere between 62°F(17°C) and 86°F(30°C). If you want the display to read the actual room temperature, see “To Operate on Fan Only” section.

## AIR CONDITIONER FEATURES (CONTINUED)


### TO ADJUST THE FAN SPEED:

Press  to select one of four fan speeds: "Auto," "Low," "Med" or "High." Each time the button is pressed, the fan speed mode is shifted. On "Dry" mode the fan speed is set at low automatically. For some models with heating capabilities, the fan speed cannot be adjusted under "Heat" mode.


### SLEEP FEATURE:

Press  Sleep button to initiate the sleep mode. In this mode the selected temperature will increase (cooling) or decrease (units with heating only) by 2°F/ 1°C 30 minutes after the mode is selected. The temperature will then increase (cooling) or decrease (units with heating only) by another 2°F/1°C after an additional 30 minutes. This new temperature will be maintained for 6 hours before it returns to the originally selected temperature. This ends the Sleep mode and the unit will continue to operate as originally programmed. The Sleep mode program can be cancelled at any time during operation by pressing the "Sleep" button again.

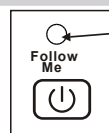
### CHECK FILTER FEATURE:

Press  Check Filter button to initiate this feature. This feature is a reminder to clean the Air Filter for more efficient operation. The LED (light) will illuminate after 250 hours of operation. To reset after cleaning the filter, press the "Check Filter" button and the light will go off.

### ENERGY SAVER FEATURE:

Press  Energy Saver button to initiate this function. This function is available on "Cool," "Dry," and "Auto" (only Auto-Cooling and Auto-Fan) modes. In this mode, the fan will continue to run for 3 minutes after the compressor shuts off. The fan then cycles on for 2 minutes, at 10 minute intervals, until the room temperature is above the set temperature, at which time the compressor turns back on and cooling starts.

### FOLLOW ME FEATURE:




Light  
flashing

*This feature can **ONLY** be activated from the remote control. The remote control serves as a remote thermostat allowing for precise temperature control at its location.*

To activate the Follow Me feature, point the remote control towards the unit and press the "Follow Me" button. The remote displays the actual temperature at its location. The remote control will send this signal to the air conditioner every 3 minutes until the Follow Me button is pressed again. If the unit does not receive the Follow Me signal during any 7 minute interval, the unit will beep to indicate the Follow Me mode has ended. The actual temperature can be displayed at the unit by pressing the "Fan" only mode. When in the "Cool" mode, the unit display indicates the set temperature.

### TO SELECT THE OPERATING MODE:

To choose operating mode, press the  Mode button. Each time you press the button, a mode is selected in a sequence that goes from "Auto," "Cool," "Dry," "Heat," (for units with heating function) and "Fan." The indicator light will be illuminated and remain on once the mode is selected. **The unit will automatically initiate the Energy Saver function under "Cool," "Dry," and "Auto" (only Auto-Cooling and Auto-Fan) modes.**

#### To operate on "Auto" feature:

When you set the air conditioner in AUTO mode, it will automatically select cooling, heating (on models with heating capabilities), or fan only operation depending on what temperature you have selected and the room temperature. The air conditioner will control room temperature automatically around the temperature you set. **In this mode, the fan speed cannot be adjusted.** It starts automatically at a speed according to the room temperature.

#### To operate on "Fan" only:


*(not available on all models)*

Use this function only when cooling is not desired, such as for room air circulation or to exhaust stale air. (Remember to open the vent during this function, but keep it closed during cooling for maximum cooling efficiency.) You can choose any fan speed you prefer. During this function, the display will show the actual room temperature, not the set temperature as in the cooling mode.

#### To operate on "Dry" mode:

In this mode, the air conditioner will reduce air humidity. If the space is a closed or sealed area, some degree of cooling will continue.

### TIMER: AUTO START/STOP FEATURE:

- When the unit is on or off, first press  Timer button. The TIMER ON indicator light illuminates. It indicates the Auto Start program is initiated.
- When the time of TIMER ON is displayed, if you press the Timer button again, the TIMER OFF indicator light illuminates. It indicates the Auto Stop program is initiated.
- Press or hold the UP or DOWN button to change the Auto time by 0.5 hour increments, up to 10 hours, then by 1 hour increments, up to 24 hours. The control will count down the time remaining until start.
- The selected time will register in 5 seconds and the system will automatically revert back to display the previous temperature setting or the room temperature (depending on whether the unit is powered on or off and the mode it is in).
- Turning the unit ON or OFF at any time or adjusting the timer setting to 0.0 will cancel the Auto Start/Stop program.

## AIR CONDITIONER FEATURES (CONTINUED)

### DISPLAYS



Shows the set temperature in “°C” or “°F” and the Auto-timer settings. While on “Fan” only mode, it shows the room temperature.

**NOTE:** If the unit breaks off unexpectedly due to power being cut, it will restart with the previous function setting automatically when the power resumes.

#### Error Codes:

**AS - Room temperature sensor error** - Unplug the unit and plug it back in. If error repeats, call customer service.

**NOTE:** If error occurs in “Fan” only mode, unit will display “LO” (loose connection) or “HI” (short circuit).

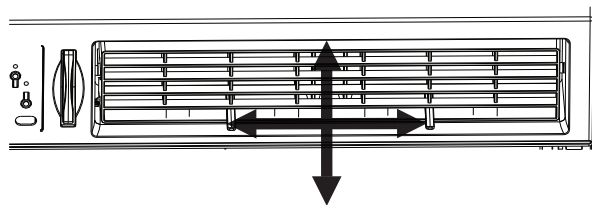
**HS - Electric heating sensor error** - Unplug the unit and plug it back in. If error repeats, call customer service.

- - **Evaporator temperature sensor error** - Unplug the unit and plug it back in. If error repeats, call customer service. (“•” is displayed as shown in left picture.)

## ADDITIONAL THINGS YOU SHOULD KNOW

- The Cool circuit has an automatic 3 minute time delayed start if the unit is turned off and on quickly. After unit is turned off, leave unit off for a minimum of 3 minutes before attempting to turn back on. This prevents overheating of the compressor and possible circuit breaker tripping. The fan will continue to run during this time.
- The control is capable of displaying temperature in degrees Fahrenheit or degrees Celsius. To convert from one to the other, press and hold the Up and Down Temp/Timer buttons at the same time, for 3 seconds.

#### Air Directional Louvers



Air Direction (4- way)

#### HOW TO USE:

Use the 4-way directional louvers to direct the air flow Up or Down and Left or Right throughout the room as needed. Pivot horizontal louvers until the desired Up/Down direction is obtained.

Move the Center Handles from side to side until the desired Left/Right direction is obtained.

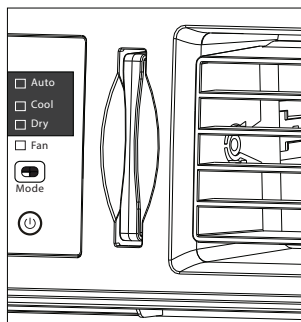


Figure A  
(VENT CLOSED)

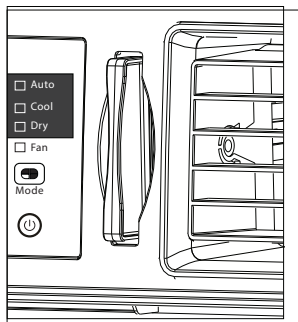


Figure B  
(VENT OPEN)

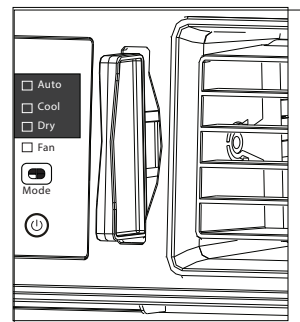


Figure C  
(VENT & EXHAUST OPEN)

The Fresh Air Vent allows the air conditioner to:

1. Recirculate inside air - Vent Closed (See Fig.A)
2. Draw fresh air into the room - Vent Open (see Fig.B)
3. Exchange air from the room and draw fresh air into the room - Vent and Exhaust Open (see Fig. C)

# INSTALLATION INSTRUCTIONS



## CAUTION

To avoid risk of personal injury, property damage, or product damage due to the weight of this unit and sharp edges that may be exposed, please note the following:

- Air conditioners covered in this manual pose an excessive weight hazard. Two or more people are needed to move and install the unit. To prevent injury or strain, use proper lifting and carrying techniques when moving unit.
- Carefully inspect location where air conditioner will be installed. Be sure it will support the weight of the unit.
- Handle air conditioner with care. Wear protective gloves whenever lifting or carrying the unit. AVOID the sharp metal fins of front and rear coils.
- Use extra caution to ensure that air conditioner does not fall during installation.

## TOOLS AND PARTS:

Gather the required tools and parts before starting installation. Read and follow the instructions provided with any tools listed here.

TOOLS NEEDED	
• Flat-blade and Phillips screwdrivers	• Tape measure
• Level	• Drill and 3/16", 1/8", 3/32", or smaller drill bit


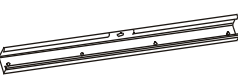




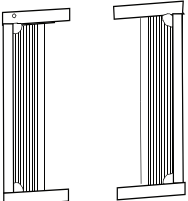
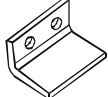


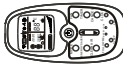

## Through-the-Wall Installation:

In addition to the tools listed above, the following tools are also needed for through-the-wall installation.

TOOLS NEEDED	
• Saw	• Caulk
• 1" (2.5 cm) or thicker lumber	• #10 x 1" wood screws (7)

## PARTS SUPPLIED:

Check that all parts are included in parts package.

Hardware	Qty.	Hardware	Qty.
 #10 x 1/2" Pan-Head Phillips Screws	3	 Top Channel	1
 #10 x 3/4" or #10 x 1/2" Round-Head Screws	7	 Window Sash Seal	1
 #10 x 1/4" Pan-Head Phillips Screws	5	 Foam Seal	1
 Side Curtains	2	 Window Lock Bracket	1
		 Safety Lock (for vinyl-clad window)	2
		 Weather Seats (6" x 3/4" x 1/12")	5
 Remote Control	1	 Remote Battery	2

# INSTALLATION INSTRUCTIONS

## Note:

- Installation parts are supplied for double-hung windows up to 36" (91.4 cm) wide.
- Do not use any screws other than those specified here.
- Do not use an extension cord.
- Cabinet louvers must not be obstructed. Air must be able to pass freely through the cabinet louvers. (Fig.1)

## Location Requirements:

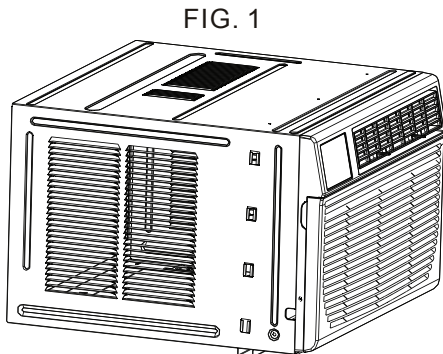
IMPORTANT: Observe all governing codes and ordinances. Check the location where air conditioner will be installed. Proper installation is your responsibility. Make sure you have everything necessary for correct installation.

- Grounded electrical outlet within 4 ft (122 cm) of where the power cord exits the air conditioner.
- Free movement of air in room to be cooled.
- A large enough opening for the air conditioner.
- Adequate wall support for weight of air conditioner. Air conditioner weighs between 70 and 85 lbs (32 to 40 kgs).

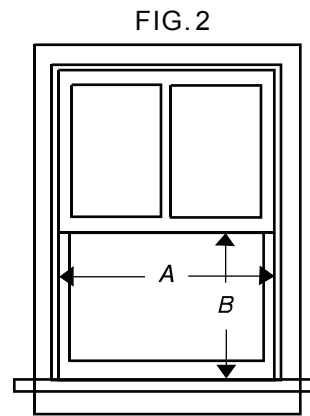
### Window Installation:

Window opening measurements (FIG. 2):

- 26-7/8" to 36" (68.3 cm to 91.4 cm) opening width.
- 16-1/2" (41.9 cm) minimum opening height.



A. Cabinet louvers



A. 26-7/8" (68.3 cm) minimum  
B. 16-1/2" (41.9 cm) minimum

## Remove packaging material:

- Remove and dispose of/recycle packaging materials. Remove tape and glue residue from surfaces before installing the air conditioner. Rub a small amount of liquid soap over the adhesive with your fingers. Wipe with warm water and dry.
- Do not use sharp instruments, rubbing alcohol, flammable fluids, or abrasive cleaners to remove tape or glue. These products can damage the surface of your air conditioner.
- Handle the air conditioner gently.
  1. Remove the air conditioner from the carton and place it on cardboard.
  2. Remove 1 shipping screw from each side of the cabinet (FIG 3 on next page).
  3. Remove front panel by removing 1 Phillips screw from each side of the front panel. Set screws aside and save (FIG. 4).
  4. Pull on the handles to slide the air conditioner out of the cabinet. Place the air conditioner on cardboard (FIG. 5).

# INSTALLATION INSTRUCTIONS

FIG. 3

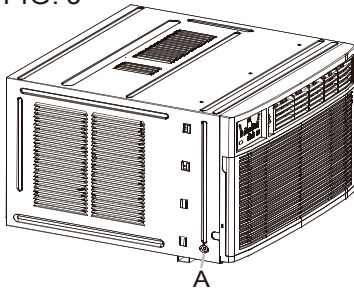


FIG. 4

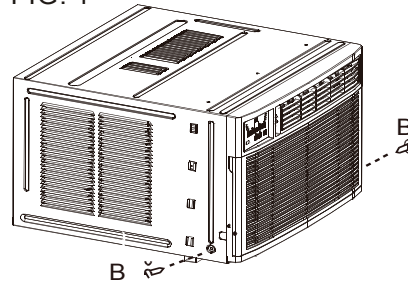
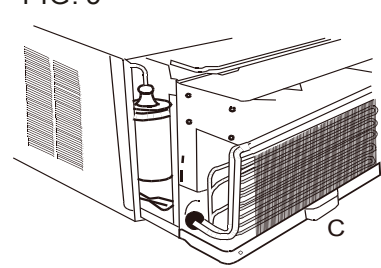


FIG. 5



## Note:

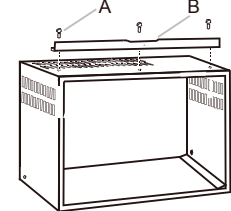
- Handle the air conditioner gently.
- Be sure your air conditioner cabinet does not fall out of the opening during installation or removal.
- The place where the power cord exits the air conditioner should be no more than 4 ft (122 cm) from a grounded 3 prong outlet.
- Do not block the louvers on the front panel.
- Do not block the louvers on the outside of air conditioner.
- **Do not lift, pull or remove any expanded polystyrene (foam) from inside of the air conditioner. It is NOT packing material.**

## Attach Top Channel:

Attach the top channel and side curtains to the air conditioner cabinet before placing the cabinet in the window. (FIG. 6)

1. Locate provided bag of screws.
2. Place the top channel on top of the air conditioner cabinet, lining up the three holes in the top channel with the three holes on top of the air conditioner cabinet.
3. Using three #10 x 1/4" pan-head Phillips thread cutting screws, attach the top channel to the air conditioner cabinet.

FIG. 6

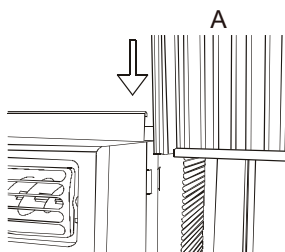


- A. #10 X 1/4" pan-head Phillips thread cutting screws  
B. Top channel

## Attach Side Curtains:

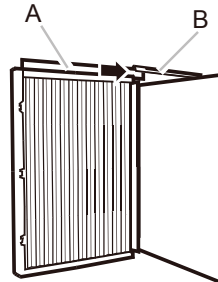
1. Locate provided bag of screws.
2. Insert the right-hand curtain connector tab into the curtain housing channels on the air conditioner (FIG. 7A).
3. Insert the top and then bottom of the right-hand curtain housing in the top and bottom curtain channels on the air conditioner (FIG. 7B, FIG. 7C).
4. Slide the curtain housing into the curtain guides as far as it can go.
5. Repeat the above steps for the left-hand curtain.

FIG. 7A



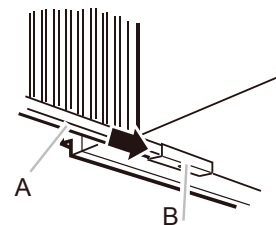
- A. Side curtain

FIG. 7B - Top View



- A. Curtain housing  
B. Curtain top channel on air conditioner

FIG. 7C - Bottom View

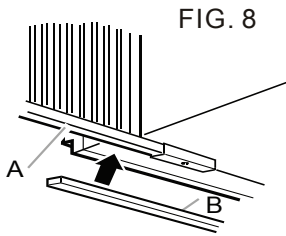


- A. Curtain housing  
B. Curtain bottom channel

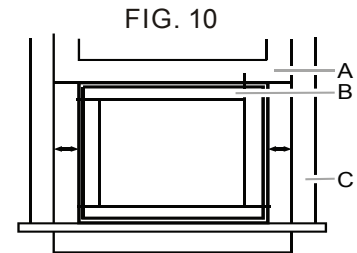
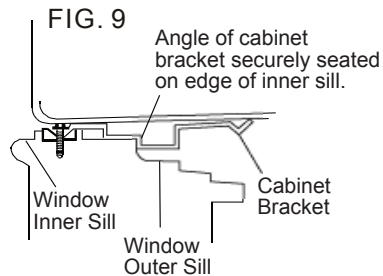
# INSTALLATION INSTRUCTIONS

## Attach foam adhesive seal:

Attach foam adhesive seal along the bottom of the curtain bottom channel (FIG. 8).



A. Curtain housing  
B. Foam adhesive seal



A. Window sash  
B. Empty cabinet  
C. Window channel

## Install Cabinet into Window:

### 1. Center empty cabinet in window:

Check that lower rail of air conditioner cabinet is behind and against back side of window sill. Maintain a firm hold on the air conditioner cabinet (FIG. 9). Lower window sash to hold the cabinet in place. Measure the distance between the right side of the cabinet and the inside of the window channel (FIG. 10). Repeat for the left side. Adjust the cabinet until the distance on each side is the same.

### 2. Attach the cabinet to window:

#### A: For wooden windows:

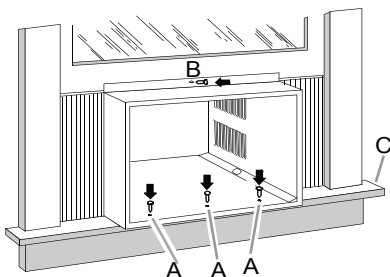
Use a 3/16" drill bit to drill three starter holes 3/8" deep through the three holes in the cabinet and into the window sill, and drill one starter hole 3/8" deep through the hole in the middle of top rail and into the window frame (FIG. 11). Attach cabinet to window with three #10 x 1/2" pan-head Phillips screws and one #10 x 3/4" or (1/2") round-head screw (FIG. 11).

#### B: For Vinyl-Clad windows:

Use a 1/8" drill bit to drill one hole through the hole in the middle of top rail and into the window frame. Attach cabinet to window with one #10 x 3/4" or (1/2") round-head Phillips screw (FIG. 11). Place two safety locks into the holes located in the bottom of the cabinet as shown (FIG. 12).

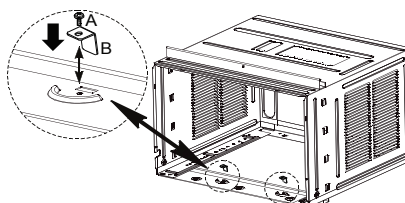
### 3. Check that the air conditioner cabinet is tilted back 1 1/8" to 1 1/2" (3~4°) so that water can run to the outside (FIG. 13).

FIG. 11



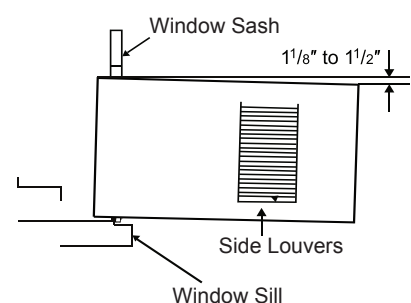
A. #10 x 1/2" pan-head Phillips screws  
B. #10 x 3/4" (or 1/2") round-head screw  
C. Window channel

FIG. 12



A. #10 x 1/4" Pan-head Phillips screws  
B. Safety Lock  
Only for vinyl-clad windows

FIG. 13



# INSTALLATION INSTRUCTIONS

## Attach Side Curtains to Window Frame:

1. Extend the side curtains out against the window frame (FIG. 11).

2. Drill holes and drive locking screws:

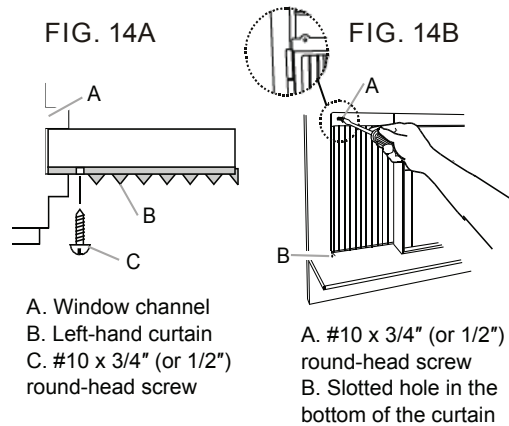
*A: For wooden windows:*

Use a 3/32" drill bit to drill 4 starter holes through the holes in the side curtains into the window. Drive four #10 x 3/4" or (1/2") locking screws through the holes in the side curtains into the window sill and window frame (FIG. 14A, FIG. 14B).

*B: For Vinyl-Clad windows:*

Use an 1/8" drill bit to drill two holes through the holes in the side curtains into the window frame as shown (FIG. 14A). Drive two #10 x 3/4" (or 1/2") locking screws through the holes in the side curtains into the window sash (FIG. 14A).

3. Trim the weather seal (6" x 3/4" x 1/12") with proper length, peel off the protective backing and plug any gaps if needed as shown (FIG. 14B).



## Complete Installation:

1. Insert window sash seal behind the top of the lower window sash and against the glass of the upper window (FIG. 15).
2. Place the window-lock bracket on top of lower window and against upper window sash on right side of the window (FIG. 15).
3. Use a 3/32" drill bit to drill starter holes through the holes in the bracket into the window sash (FIG. 15).
4. Attach the window lock-bracket to the window sash with two #10 x 3/4" or (1/2") round-head screws to secure window in place (FIG. 15).
5. Insert air conditioner into cabinet (FIG. 16).
6. Insert front tabs of front panel into top of cabinet and swing front into place.
7. Attach bottom front of panel with front panel screws (FIG. 17).
8. Plug into a grounded 3 prong outlet.
9. Press RESET on the power supply cord.

FIG. 16

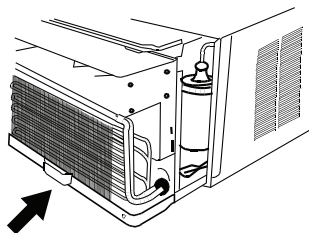
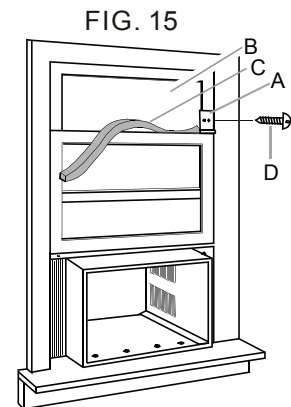
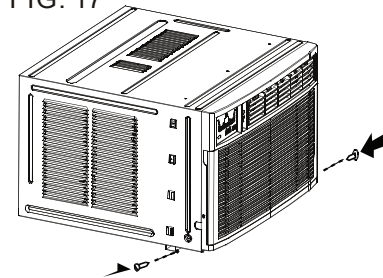


FIG. 17



# INSTALLATION INSTRUCTIONS

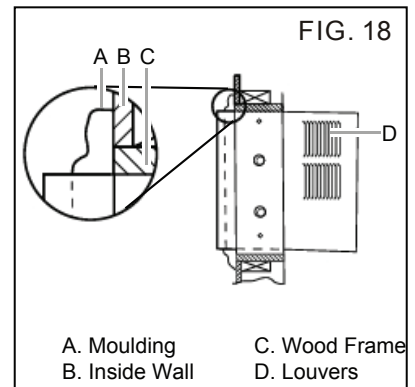
## Through-the-Wall Cabinet Installation:

### Option 1- Wood, Metal or Plastic Molding

When using a wood, metal or plastic molding, the wood frame should line up with the inside wall. (FIG. 18)

### Option 2- Plastered wall with no molding:

If the plastered wall is to be flush with the cabinet and no molding is used, the wood frame must be set 1/2" (13 mm) into the inside wall. (FIG. 19)



## Install Wood Frame:

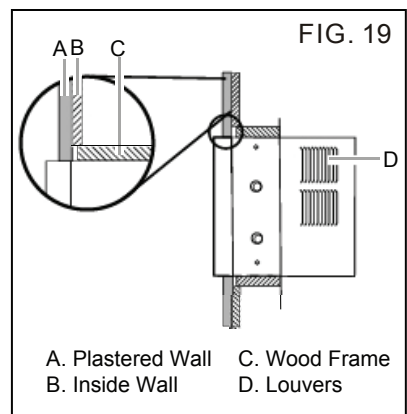
1. Construct the wood frame. See FIG. 20 for dimensions.
2. Measure the outside width and height of frame to determine wall opening dimensions. The wall measurements should be:

Width: 22-5/8" (57.5 cm) plus twice thickness of wood used to build frame.

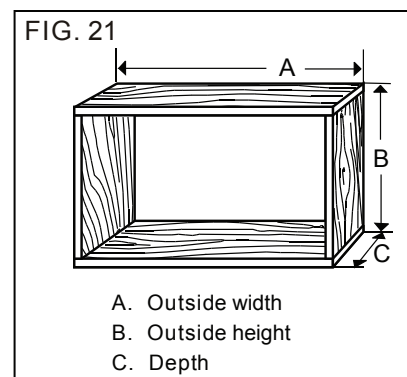
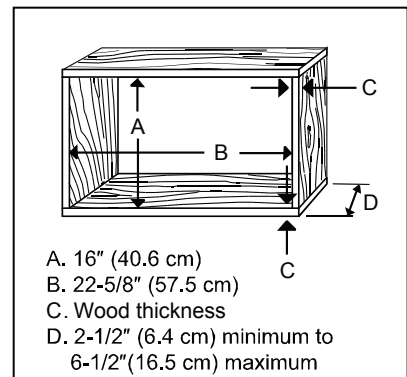
Height: 16" (40.6 cm) plus twice thickness of wood used to build frame.

Depth: 2-1/2" (6.4 cm) minimum to 6-1/2" (16.5 cm) maximum.

3. Cut the opening through the wall. Remove and save insulation.
4. Apply the wood preservative to the outside exposed surface.
5. Insert the frame in the wall opening. Square and level frame.
6. Attach frame securely to the wall.



- Dimensions for depth depends on wall thickness and type of molding (FIG. 21).
- Do not block louvers in air conditioner cabinet. Use 1" (2.5 cm) or thicker lumber for wood frame.

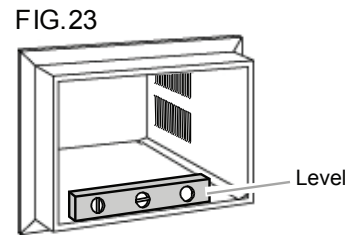
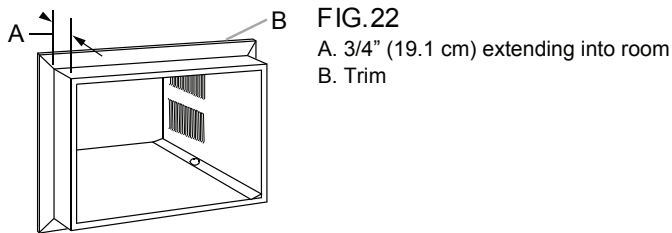


# INSTALLATION INSTRUCTIONS

## Install Cabinet into Wood Frame:

1. Insert cabinet into the framed wall opening. The top of the cabinet should extend  $\frac{3}{4}$ " (19.1 mm) into the room. If there is trim, the cabinet should extend  $\frac{3}{4}$ " (19.1 mm) past trim (FIG. 22).
2. Use a level to check that cabinet is level side to side (FIG. 23).
3. Check that air conditioner cabinet is tilted to the outside so that water can run to the outside. The cabinet should slope at least half a bubble (on your level) towards the rear (FIG. 23).
4. Reuse the insulation to seal opening between cabinet and frame.
5. Use existing holes in sides and top of cabinet and seven #10 x 1" wood screws (not provided) to attach cabinet to frame.
6. Caulk all outside wall openings around cabinet.

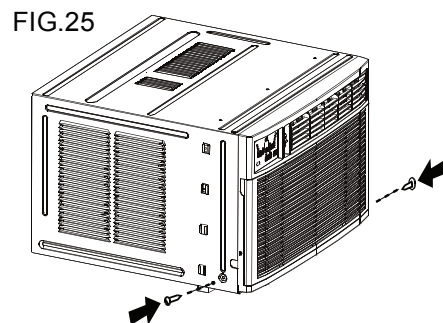
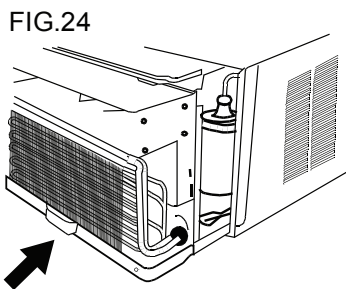
***Do not over tighten screws or the cabinet will distort and provide a poor air seal between cabinet and air conditioner.***



## Complete Installation:

1. Insert air conditioner into cabinet (FIG. 24).
2. Insert front tabs of front panel into top of cabinet and swing front into place.
3. Attach bottom front of panel with front panel screws (FIG. 25).
4. Plug into a grounded 3 prong outlet.
5. Press RESET on the power supply cord.

***Handle the air conditioner gently. For through-the-wall installations, if needed, install molding around the room side of cabinet.***



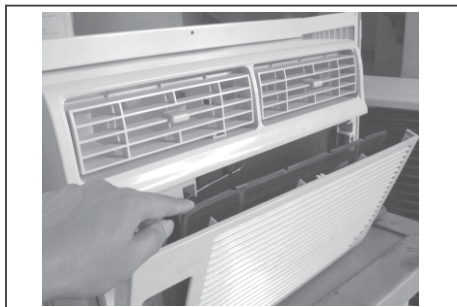
***NOTE: After installing, make sure the air conditioner is tilted 3-4° to the outside to allow water drainage and perfect cooling efficiency.***

# CARE AND CLEANING



## CAUTION

Clean air conditioner occasionally to keep it looking and operating like new. Be sure to unplug the unit before cleaning to prevent shock or fire hazards.



### Air Filter Cleaning

The air filter should be cleaned at least every two weeks or as necessary. Trapped particles in the filter can build up and cause an accumulation of frost on the cooling coils.

- Push the vent handle to the Vent Closed position (where applicable).
- Open the front panel.
- Grasp the filter by the center and pull up and out.
- Wash the filter using liquid dishwashing detergent and warm water. Rinse filter thoroughly.
- Gently shake excess water from the filter. Be sure the filter is thoroughly dry before replacing.
- As an alternative, vacuum the filter clean.

NOTE: Never use hot water over 104°F (40°C) to clean the air filter. Never attempt to operate the unit without the air filter.

### Cabinet Cleaning

- Be sure to unplug the air conditioner to prevent shock or fire hazard. The cabinet and front may be dusted with an oil-free cloth or with a cloth dampened in a solution of warm water and mild liquid dishwashing detergent. Rinse thoroughly and wipe dry.
- Never use harsh cleaners, wax or polish on the cabinet front.
- Be sure to wring excess water from the cloth before wiping the controls. Excess water in or around the controls may cause damage to the air conditioner.
- Plug in air conditioner after unit has dried completely.

### Winter Storage

If air conditioner will be stored during the winter, remove it carefully from the window according to the installation instructions. Cover it with plastic or return it to the original carton. **Always store unit in upright position.**

# TROUBLESHOOTING TIPS

*Before calling for service, please review the chart below.*

Issue	Possible Solutions
<b>AIR CONDITIONER NOT COOLING ROOM, OR NOT BLOWING COLD AIR</b>	<ul style="list-style-type: none"> <li>• Be sure unit is not too large or too small for the area of the room.</li> <li>• Verify that all doors, windows, curtains and any other openings are closed off. Verify nothing is obstructing the front grille of unit, such as curtains, etc.</li> <li>• Allow enough time for room to cool, especially if outside temp is very high.</li> <li>• Check that the filter is not dirty and louvers are open all the way and blowing in the direction desired.</li> <li>• Check that unit is set to Cool Mode and that temperature is down enough (but not too low).</li> <li>• If unit is near a heat source, such as a stove, etc., then relocate unit.</li> <li>• If air coming from unit is cool to the touch, then unit is working properly; please double check the first three bullet points above.</li> <li>• If using Follow Me remote feature, move remote away from unit.</li> <li>• Temperature sensor behind air filter touching cold coil. These two elements should not be touching. Carefully straighten tube away from coil.</li> <li>• Unplug unit for at least 5 minutes. Follow Reset instructions on plug.</li> </ul>
<b>AIR CONDITIONER COOLING BUT ROOM IS TOO WARM - ICE FORMING ON COOLING COIL BEHIND DECORATIVE FRONT</b>	<ul style="list-style-type: none"> <li>• Outdoor temperature is below 64°F (18°C). To defrost the coil, set to Fan Only mode.</li> <li>• Air filter may be dirty. Clean filter. Refer to Care and Cleaning section. To defrost, set to Fan Only mode.</li> <li>• Thermostat is set too cold for night-time cooling. To defrost the coil, set to Fan Only mode. Then, set temperature to a higher setting.</li> </ul>
<b>AIR CONDITIONER CYCLING ON AND OFF TOO FREQUENTLY OR NOT ENOUGH</b>	<ul style="list-style-type: none"> <li>• Be sure unit is not too large or too small for the area of the room.</li> <li>• Remove grille and make sure the temperature sensor is not too close to the coils. These two elements should not be touching. Carefully straighten tube away from coil.</li> <li>• Make sure nothing is blocking the grille or side vents.</li> <li>• Make sure there is no dirt or debris inside the unit or on the filter.</li> </ul>
<b>UNIT WILL NOT TURN ON</b>	<ul style="list-style-type: none"> <li>• Reset circuit breaker. Make sure there are not too many items (ie lamps, TV's, etc.) working off the same breaker.</li> <li>• Check plug connection.</li> <li>• If plug is operating on an on/off switch, be sure that the switch is 'on'.</li> <li>• Try plugging unit into another outlet.</li> <li>• Unplug unit for at least 5 minutes. Follow Reset instructions on plug.</li> </ul>
<b>UNIT BLOWS FUSES OR POPS CIRCUIT BREAKER</b>	<ul style="list-style-type: none"> <li>• Make sure there are enough available amps on the circuit for the air conditioner.</li> <li>• Large units which run on a 230v will require a dedicated 20 or 30 amp circuit.</li> </ul>
<b>AIR CONDITIONER IS MAKING NOISES</b>	<ul style="list-style-type: none"> <li>• Check to be sure the unit is free from debris such as leaves, sticks, etc. Verify nothing is obstructing the unit.</li> <li>• Check the fan blade for cracks or chips.</li> <li>• Make sure the unit is properly and securely mounted inside the window or wall.</li> <li>• Clean the air filter.</li> </ul>
<b>WATER PUDDLES INSIDE UNIT OR IS COMING INTO ROOM</b>	<ul style="list-style-type: none"> <li>• Adjust the slope of the unit so that it drains downward toward the exterior of the home. (See Installation Instructions.)</li> <li>• Make sure that there is no debris blocking the drainage area of the unit.</li> </ul>
<b>WATER DRIPPING OUTSIDE</b>	<ul style="list-style-type: none"> <li>• Unit is removing a large quantity of moisture from a humid room. This is normal during excessively humid days.</li> </ul>
<b>REMOTE SENSING / FOLLOW ME DEACTIVATING PREMATURELY</b>	<ul style="list-style-type: none"> <li>• Remote control not located within range. Place remote control within 20 ft and 180° radius of the front of the unit.</li> <li>• Remote control signal obstructed. Remove obstruction.</li> </ul>

**NOTE:** A highly recommended troubleshoot for any issue in general consists of turning off unit and unplugging for 5 minutes. It is also recommended to try another wall outlet.





Your Source for Home Comfort

**Distributed by:**

Perfect Aire, LLC  
5151 Belt Line Rd.  
Suite 878  
Dallas, TX 75254

**877-365-6274**  
**[www.perfectaire.us](http://www.perfectaire.us)**

Specification and performance data is subject to change without notice.

Printed in China