



# WINDOW AIR CONDITIONER

## USER MANUAL

FOR MODEL:

4PAC15000

4PAC18000

4PAC25000



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

# CONSUMER PRODUCT INFORMATION

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For your own records, please attach a copy of your sales receipt to this manual and complete the following:

Model Number: \_\_\_\_\_ Serial Number: \_\_\_\_\_

Purchase Date: \_\_\_\_\_ Store Purchased: \_\_\_\_\_

Installation Date: \_\_\_\_\_ Installation Co.: \_\_\_\_\_

Installer Name: \_\_\_\_\_ Installer Phone No.: \_\_\_\_\_

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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” 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.
- If necessary, contact an installer for installation of this unit.
- 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.

**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 Consumer Services as 844-4PA-AIRE (844-472-2473) for details.

# SAFETY PRECAUTIONS

## READ SAFETY PRECAUTIONS BEFORE INSTALLATION

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.



**THIS SYMBOL INDICATES THAT IGNORING INSTRUCTIONS MAY CAUSE DEATH OR SERIOUS INJURY.**



**THIS SYMBOL INDICATES THAT IGNORING INSTRUCTIONS MAY CAUSE MODERATE INJURY TO YOUR PERSON, OR DAMAGE TO YOUR UNIT OR OTHER PROPERTY.**

**OTHER SYMBOLS:**

**NEVER DO THIS.**

**ALWAYS DO THIS.**

## **WARNINGS**

Plug in power cord properly.	Failure to do so may cause electric shock or fire due to excess heat generation.
<b>DO NOT</b> 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.
<b>DO NOT</b> 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.
<b>DO NOT</b> modify power cord length or share the outlet with other appliances.	Doing so may cause electric shock or fire due to heat generation.
<b>DO NOT</b> operate with wet hands or in damp environment.	Doing so may cause electric shock.
<b>DO NOT</b> direct airflow directly at room occupants.	This could cause health issues.
Always ensure effective grounding.	Incorrect grounding may cause electric shock.
<b>DO NOT</b> 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.
<b>DO NOT</b> use the socket if it is loose or damaged.	Doing so may cause fire and electric shock.
<b>DO NOT</b> open the unit during operation.	Doing so may cause electric shock.
<b>DO NOT</b> use firearms near unit.	Doing so may cause fire.
<b>DO NOT</b> use the power cord close to heating appliances.	Doing so may cause fire and electric shock.
<b>DO NOT</b> disassemble, modify, or drill holes into the air conditioner.	Doing so may cause failure and electric shock and void the manufacturer's warranty.
Ventilate room before operating air conditioner if there is a gas leak from another appliance such as a stove.	Failure to do so may cause explosion, fire and burns.
<b>DO NOT</b> use the power cord near flammable gas or combustibles, such as gasoline, benzene, thinner, etc.	Doing so may cause an explosion or fire.

## CAUTIONS

 When removing air filter, <b>DO NOT</b> touch metal parts of the unit.	Doing so may cause an injury.
 <b>DO NOT</b> clean with water.	Water may enter the unit and degrade the insulation, causing an electric shock.
 Ensure proper ventilation, especially in rooms with a stove or other appliances.	Failure to do so may result in an oxygen shortage.
 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.
 <b>DO NOT</b> put a pet or house plant where it will be exposed to direct air flow.	This could injure the pet or plant.
 Use <b>ONLY</b> as intended.	This unit is <b>NOT</b> intended to preserve precision devices, food, pets, plants, and art objects. It may cause deterioration of quality, etc.
 Stop operation and close the window in severe storms or hurricanes.	Operation with windows open may cause moisture to enter the room.
 Hold the plug by the head of the power plug when taking it out.	Failure to do so may cause electric shock and damage.
 If unit will not be used for a long period of time, unplug or turn <b>OFF</b> main power switch.	Leaving power on may cause unit failure or fire.
 Do not place obstacles around air-inlets or inside of air-outlet.	Obstacles may cause appliance failure or accident.
 Periodically check installation bracket for damage.	Prolonged exposure to outdoor elements may cause damage to installation bracket, causing unit to fall.
 Always insert filter(s) securely. Clean filter(s) <b>AT LEAST</b> once every two weeks.	Operation without securely installed filters may cause failure. A dirty filter can cause the unit to not run efficiently.
 Use only a soft cloth to clean the unit.	Cleaners or detergents may change the color or scratch the surface of the unit.
 Use caution when unpacking and installing.	Sharp edges could cause injury.
 <b>NEVER</b> drink water drained from air conditioner.	Water from unit contains contaminants and could cause illness.
 <b>DO NOT</b> place heavy objects on the power cord and always ensure that the cord is not compressed.	There is danger of fire or electric shock.
 If water enters the unit's electrical components, 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

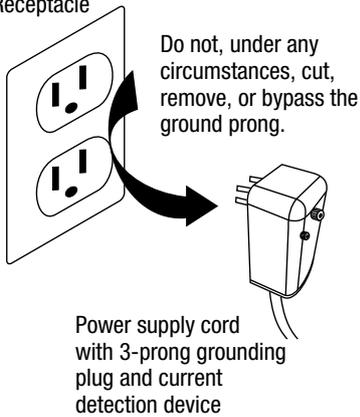
## NOTE:

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 cannot be repaired. It must be replaced by an authorized repair technician with a cord from the Product Manufacturer.

## WARNING

Avoid fire hazards or electric shock. **DO NOT** use an extension cord or an adapter plug. **DO NOT** remove any prong from the power cord.

Grounding Type  
Wall Receptacle



## 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. You will notice a click as the RESET button 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.)

## WARNING

FOR YOUR SAFETY: Do not store or use gasoline or other flammable vapors and liquids in the vicinity of this or any other appliances.

## 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:

- 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.
- 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.

## WARNING - ELECTRICAL INFORMATION

The complete electrical rating of your new room air conditioner is stated on the serial plate. Refer to the rating when checking the electrical requirements.

- 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 adapter plug.

## NOTE:

Do not use the plug 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 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 Consumer Services at 844-472-2473 to assist with replacement.

**NOTE:** This air conditioner is designed to be operated under the following conditions:

Cooling Operation	<b>Outdoor Temp:</b>	64–109°F/18–43°C (64–125°F/18–52°C for special tropical models)
	<b>Indoor Temp:</b>	62–90°F/17–32°C

Performance may be reduced outside of these operating temperatures.

# INSTALLATION INSTRUCTIONS

## **STOP** BEFORE YOU BEGIN

Read these instructions completely and carefully.

**IMPORTANT-** Save these instructions.

**IMPORTANT-** Observe all governing codes and ordinances.

**Note to Installer-** Be sure to leave these instructions with the Consumer.

**Note to Consumer-** Keep these instructions for future reference.

**Skill level-** Installation of this appliance requires basic mechanical skills.

**Completion time-** Approximately 1 hour.

We recommend that two people install this product.

Proper installation is the responsibility of the installer.

Product failure due to improper installation is not covered under the Warranty.

You **MUST** use all supplied parts and use proper installation procedures as described in these instructions when installing this air conditioner.

## **!** CAUTION

Do not, under any circumstances, cut or remove the third (ground) prong from the power cord.

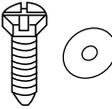
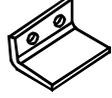
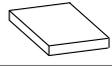
Do not change the plug on the power cord of the air conditioner.

Aluminum house wiring may present special problems-consult a qualified electrician.

When handling unit, be careful to avoid cuts from sharp metal edges and aluminum fins on front and rear coils.

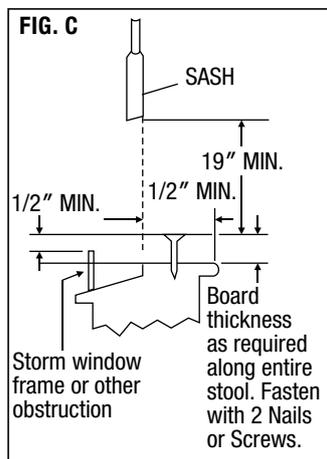
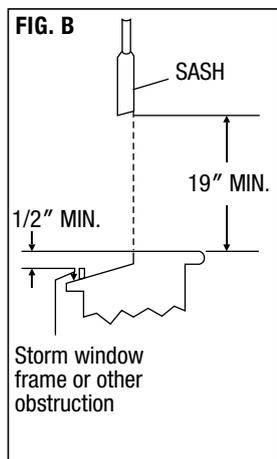
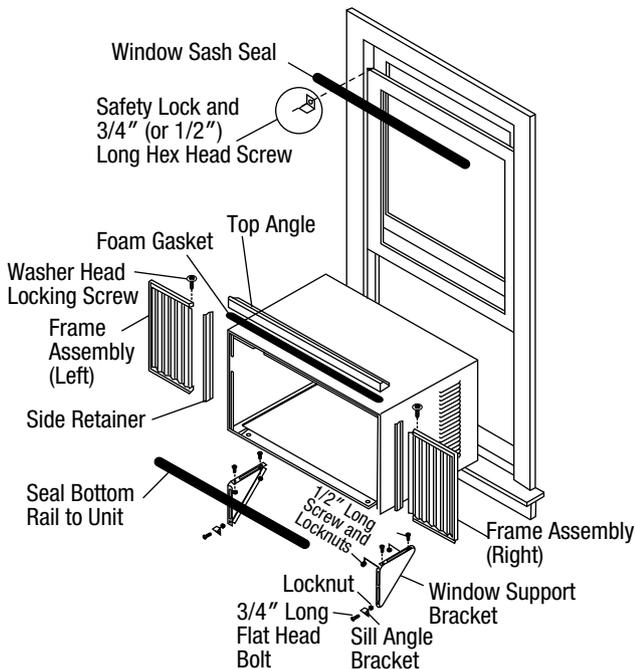
## REQUIRED TOOLS/HARDWARE

- Pencil
- Level
- Tape measure
- Socket wrenches
- Phillips screwdriver
- Adjustable wrench or pliers
- Large flat blade screwdriver

<b>HARDWARE (Included - Packed with the Unit)</b>		
	7/16 inch locking screw and flat washer for window panels	2 ea.
	3/4 (or 1/2) inch Long Hex-head Screw	4
	Safety Lock	1
	3/4 inch Long Flat Head Bolt and Locknut	4 ea.
	1/2 inch Long Screw and Locknut	2 ea.
	Sill Angle Bracket	2
	Long hex-head locking screw for tape angle, side retailer 5/16 inch long	10
	Foam insert	2
	Window sash seal foam	1
	Insulation Panels	2
	Weather stripping (10" x 3/4" x 1/12")	5

Please read ALL instructions before installing. It is recommended that two people install this product. If a new electrical outlet is required, have the outlet installed by a qualified electrician before installing the air conditioning unit.

FIG. A



## PRELIMINARY INSTRUCTIONS

Do the following before installing the unit. (See illustrations on left.)

Check dimensions of your unit to determine proper window dimensions:

Unit Height:	17 <sup>5</sup> / <sub>8</sub> or 18 <sup>5</sup> / <sub>8</sub>
Unit Width:	23 <sup>5</sup> / <sub>8</sub> or 26 <sup>1</sup> / <sub>2</sub>
Min. Window Height:	18 <sup>1</sup> / <sub>2</sub> or 19 <sup>1</sup> / <sub>2</sub>
Min. Window Width:	28 or 31
Max. Window Width:	40 <sup>1</sup> / <sub>2</sub> or 42

**1. CHECK WINDOW OPENING SIZE** — The mounting parts furnished with this air conditioner are made to install in a wooden sill, double-hung window. The standard parts are for window dimensions listed above. Open sash to a minimum of 19 in. (483 mm). See Fig. B .

**2. CHECK CONDITION OF WINDOW** — All wood parts of window **MUST** be in good shape and able to firmly hold the needed screws. If not, make repairs before installing unit.

**3. CHECK YOUR STORM WINDOWS** — If your storm window frame does not allow the clearance required, correct by adding a piece of wood, as shown in Fig. C, or by removing storm window while room air conditioner is being installed.

**4. CHECK FOR ANYTHING THAT COULD BLOCK AIRFLOW** — Check area outside of window for things such as shrubs, trees, or awnings. Inside, be sure furniture, drapes, or blinds will not stop proper airflow.

**5. CHECK THE AVAILABLE ELECTRICAL SERVICE** — Power supply **MUST** be the same as that shown on the unit serial nameplate. Power cord is 48 inches long. Be sure you have an outlet near. **DO NOT** use an extension cord.

**6. CAREFULLY UNPACK THE AIR CONDITIONER** — Remove all packaging material. Cover the floor during installation to prevent damage. Two people should be used to move and install unit.

# WINDOW MOUNTING INSTALLATION INSTRUCTIONS

## ► STEP 1: REMOVE CHASSIS

1. Pull down front grille and remove filter. (See Fig. 1.)
2. Lift front grille upwards and place to one side.
3. Locate and remove the four front screws. These screws will be needed to re-install the front panel later. (See Fig. 2.)
4. Push metal cabinet side and pull on plastic frame to release plastic tabs on each side of front panel. (See Fig. 3.)
5. Gently lift front panel off unit. (See Fig. 3A.)
6. Disconnect the connector plug of the display panel from the unit and place front panel to one side. (See Fig. 4.)
7. Remove shipping screws from top of unit. (See Fig. 5.)
8. Hold the cabinet while pulling on the base handle, and carefully remove the unit.
9. Add two foam inserts to holes in top of cabinet where shipping screws were removed from. (See Fig. 6.)
10. Your unit may come with internal packaging (shipping packaging, plastic ties, gray foam padding, as shown in Fig. 7). This packaging **MUST** be removed prior to installing the air conditioner back into the cabinet.

**DO NOT LIFT, PULL, OR REMOVE ANY EXPANDED POLYSTYRENE (FOAM) FROM INSIDE OF THE AIR CONDITIONER. IT IS NOT PACKING MATERIAL.**

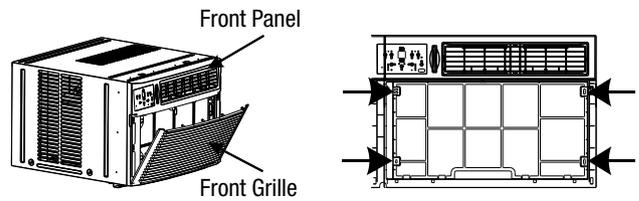


FIG. 1

FIG. 2

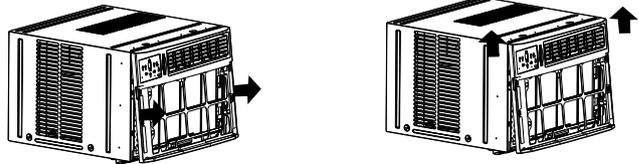


FIG. 3

FIG. 3A

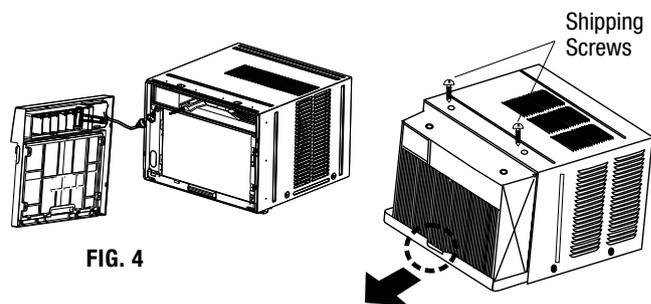


FIG. 4

FIG. 5

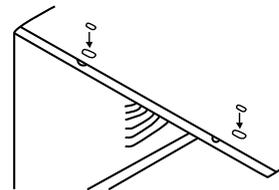


FIG. 6

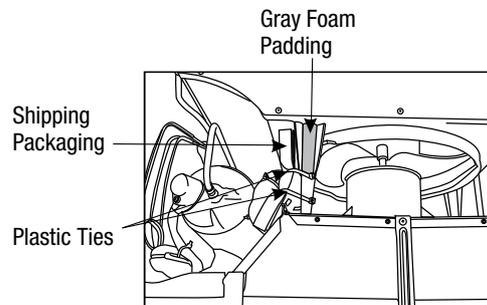


FIG. 7

**▶ STEP 2:  
INSTALL TOP ANGLE AND  
SIDE BRACKET**

1. Attach foam gasket to top angle above holes, as shown in Fig. 6 on previous page.
2. Install top angle and side retainers to cabinet, as shown in Fig. 8. (10 screws)

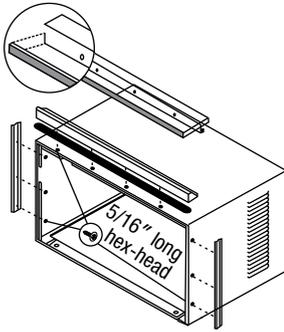


FIG. 8

**▶ STEP 3:  
ASSEMBLE ACCORDION PANELS**

1. Place cabinet on floor, a bench, or a table.
2. Slide "I" section of window filler panel into side retainer on the side of the cabinet. (See Fig. 9 and Fig. 10.) Do this on both sides.

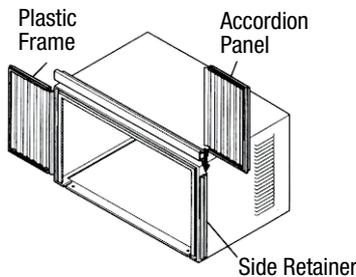


FIG. 9

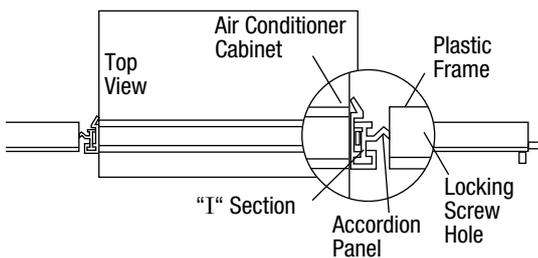


FIG. 10

3. Insert top and bottom legs of window filler panel frame into channel in the top angle and bottom rail. Do this on both sides.
4. Insert washer head locking 7/16" screws (2) into holes in top leg of filler panel frame. (See step 6 on next page.) Do not totally tighten. Allow leg to slide freely. Screws will be tightened after step 6.

**▶ STEP 4:  
PLACE CABINET IN WINDOW**

1. Open window and mark center of window sill. (Fig. 11)
2. Place cabinet in window with bottom sill angle firmly seated over window sill as shown. Bring window down temporarily behind top angle to hold cabinet in place. (Fig. 12)

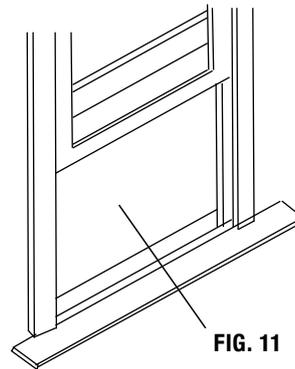


FIG. 11

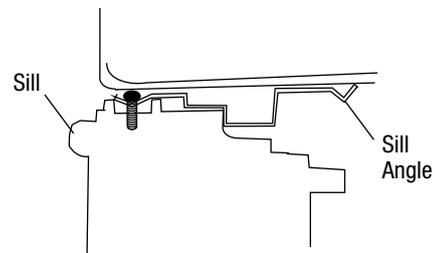


FIG. 12

3. Shift cabinet left or right as needed to line up center of cabinet on center line marked on sill.
4. Fasten cabinet to window sill with 2 screws into holes. (You may wish to pre-drill pilot holes.)
5. Add bottom rail seal over screw to window sill. (See Fig. 13 on next page.)

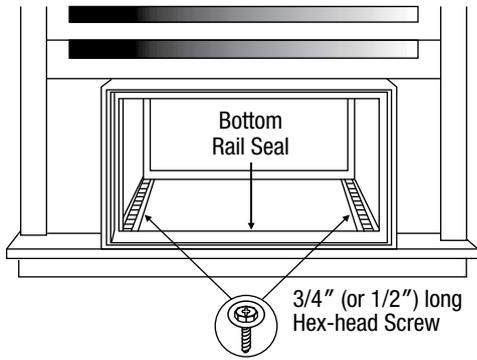


FIG. 13

**▶ STEP 5:  
INSTALL SUPPORT BRACKET**

1. Hold each support bracket flush against outside of sill & tighten to bottom of cabinet, as shown in Fig. 15A. Mark brackets at top level of sill and remove.
2. Assemble sill angle bracket to support brackets at the marked position. (See Fig. 15B.) Hand tighten, but allow for any changes later.

**NOTE:** Check that air conditioner is tilted back about 1½" to 1⅝" (tilted about 3° to 4° downward toward the outside). If, after proper installation, condensation does not drain from the overflow drain hole during normal use, adjust slope. (Fig 14)

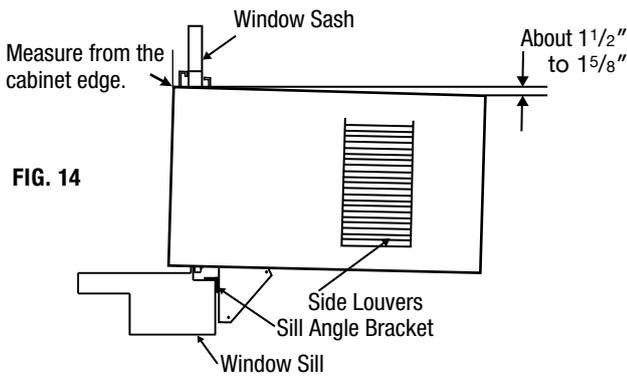


FIG. 14

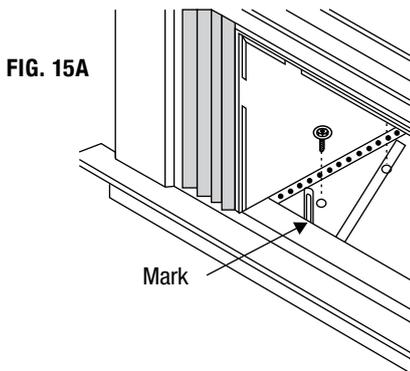


FIG. 15A

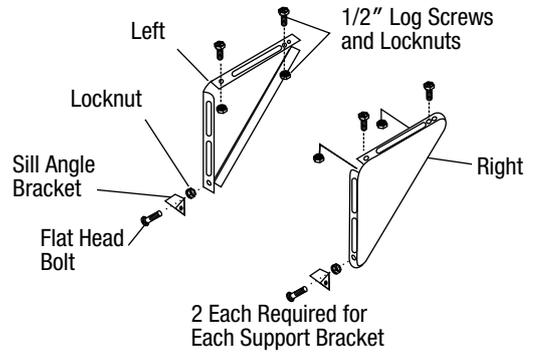


FIG. 15B

3. Install support brackets (with sill angle brackets attached) to correct hole in bottom of cabinet, as shown in Fig. 16.
4. Securely tighten all 6 bolts.

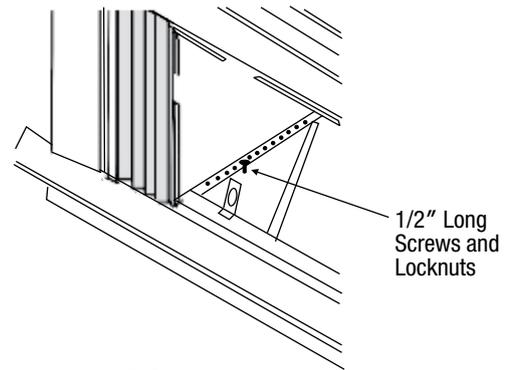


FIG. 16

**▶ STEP 6:  
EXTEND WINDOW  
ACCORDION PANELS**

1. Carefully raise window to expose accordion panel locking screws. Loosen screws so accordion panels slide easily.
2. Extend panels to fill window opening completely. Tighten locking screws on top (Fig. 17A).
3. Close window behind top angle.

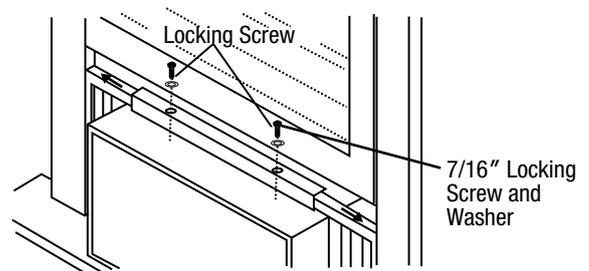
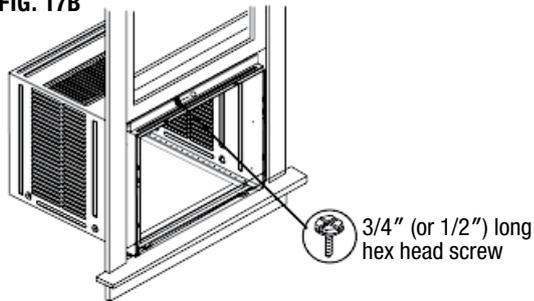


FIG. 17A

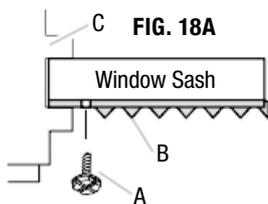
- Attach the top angle to window frame: Use a  $3/32$ " drill bit to drill one hole through the hole in the middle of top angle into the window frame, and drive one  $3/4$ " (or  $1/2$ ") HEX-HEAD locking screw through hole in the middle of top angle into the window frame, as shown (Fig. 17B).

FIG. 17B

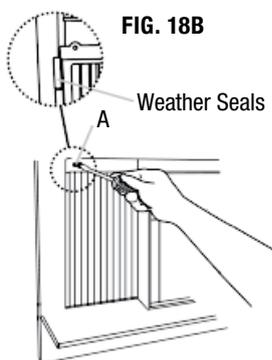


### ▶ STEP 7: ATTACH ACCORDION PANELS TO WINDOW FRAME

- Extend the accordion panels out against the window frame.
- Use  $1/8$ " drill bit to drill a starter hole through the hole in the top leg of each window filler panel and into the window sash. (Fig. 18A and Fig. 18B.) Connect with one  $3/4$ " (or  $1/2$ ") long hex head screw.



- FIG. 18A
- $3/4$ " (or  $1/2$ ") long hex head screw
  - Left-hand Window Filler Panel Top Leg
  - Window channel



- FIG. 18B
- $3/4$ " (or  $1/2$ ") long hex head screw

### ▶ STEP 8: INSTALL WINDOW SASH SEAL AND SAFETY LOCK

- Trim sash seal to fit window width. Insert into space between upper and lower sashes. (Fig 19A)

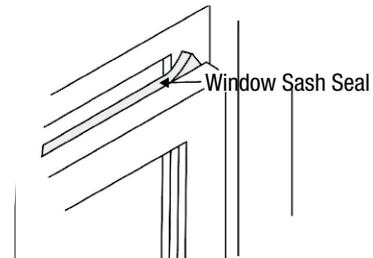


FIG. 19A

- Attach right angle safety lock. (Fig. 19B)

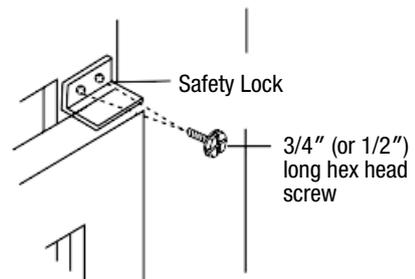


FIG. 19B

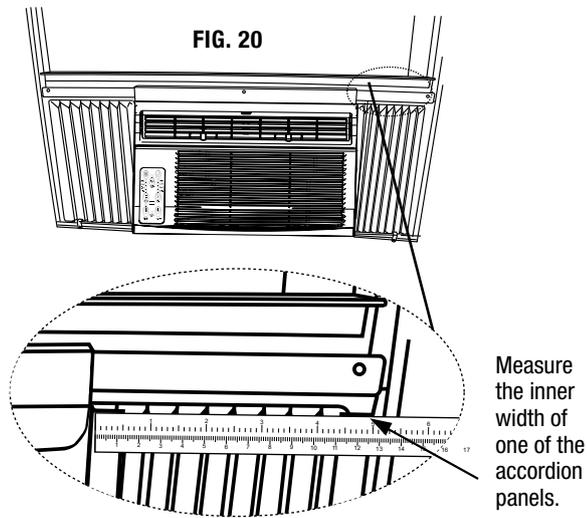
### ▶ STEP 9: INSTALL CHASSIS INTO CABINET AND INSTALL FRONT TO UNIT

- Lift air conditioner and carefully slide into cabinet, leaving 6 inches protruding.
- DO NOT push on controls or finned coils.
- Be sure chassis is firmly seated towards rear of cabinet.
- Installation of front is the reverse of removal outlined in Step 1.

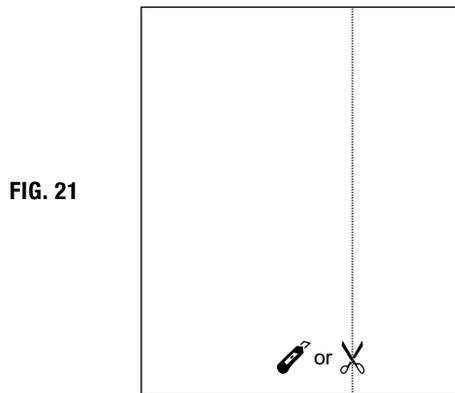
**► STEP 10:  
INSTALL INSULATION PANELS**

In order to minimize air leaks and ensure optimal insulation, it is necessary to install the included insulation panels to the accordion panels. Follow the 4 steps in these instructions:

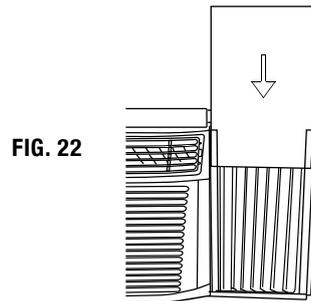
**STEP 10.1:** After the unit is installed in the window, measure the inner width of one of the accordion panels, as shown in Fig. 20.



**STEP 10.2:** Mark a line on one of the provided insulation panels, matching the measured width in Step 10.1; Cut the insulation panel along the line (Fig. 21).



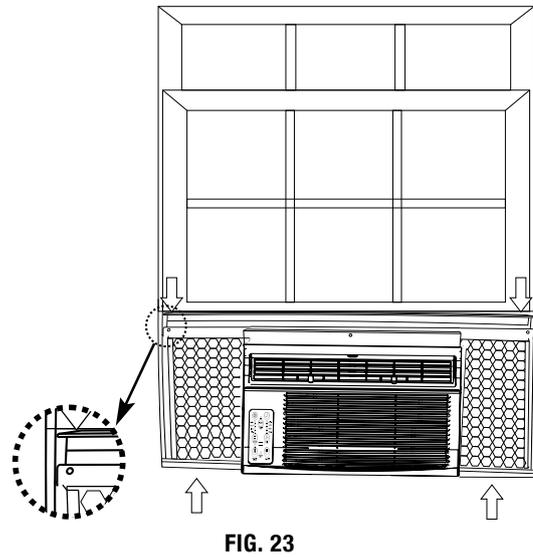
**STEP 10.3:** Slide the insulation panel you just cut into the accordion panel (curtain). The side of the insulation panel with the pattern on it should face indoors. (Fig. 22)



**STEP 10.4:** Repeat on other side with the second insulation panel.

**► STEP 11:  
INSTALL WEATHER STRIPPING**

In order to minimize air leaks between the room air conditioner and the window opening, install weather stripping into any gaps as you see necessary by trimming the weather stripping to the desired length, peeling off the protective backing and filling these gaps. (Fig. 23)



# THRU-THE-WALL INSTALLATION INSTRUCTIONS

## ► STEP 1: SELECT WALL LOCATION

The air conditioner has a slide-out chassis so that it can be installed through an outside wall as specified below:

Max. Wall Thickness: 12" or 10"

IMPORTANT: Side louvers must never be blocked.

NOTE: All parts needed for Thru-The-Wall Installation are provided except a wood frame, shims, and 10 wood screws (#10-1 long minimum).

Select a wall surface that:

- Does not support major structural loads such as the frame construction at ends of windows, under truss-bearing points, etc.
- Does not have plumbing or wiring inside.
- Is near existing electrical outlets, or where another outlet can be installed.
- Faces (and is not blocked) the area to be cooled.
- Allows unblocked airflow from rear sides and end (outside) of installed air conditioner.

## ► STEP 2: PREPARE WALL

1. Prepare wall in frame construction (including brick and stucco veneer). Working from inside the room, find wall stud nearest the center of area where air conditioner will be installed (by sounding wall, or by magnetically finding nails.)
2. Cut or knock out a hole on each side of center stud.
3. Measure between inside edges of every other stud as shown in Fig. 1.

NOTE: Carefully measure and cut an opening with the following dimensions, depending on your model. (See Fig. 1 and 2.)

WIDTH "X" = inside model width plus twice the thickness of framing material used.

HEIGHT "Y" = inside model height plus twice the thickness of framing material used.

Inside Frame Height 18 7/8" (47.9 cm) or 18" (45.7 cm)  
Inside Frame Width: 26 3/4" (67.9 cm) or 23 7/8" (60.6 cm)

4. Build wooden frame with the INSIDE dimensions of your model listed above. (Be sure to measure twice for accuracy.) Frame depth should be the same as wall thickness. Fill in the space from the opening to the studs with wood spacers. (See Fig. 3.)
5. Nail frame spacers, with front flush with drywall.

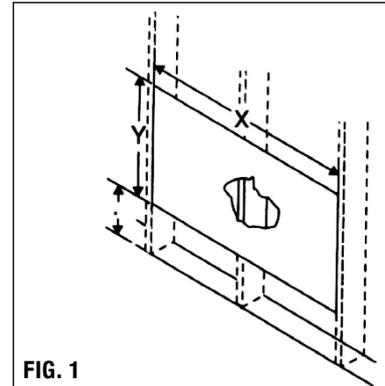


FIG. 1

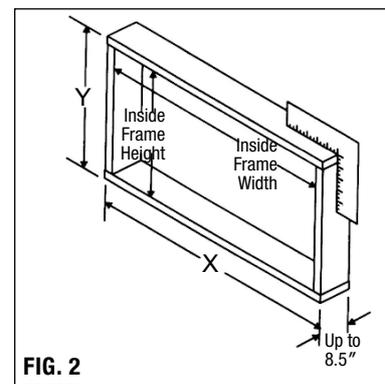


FIG. 2

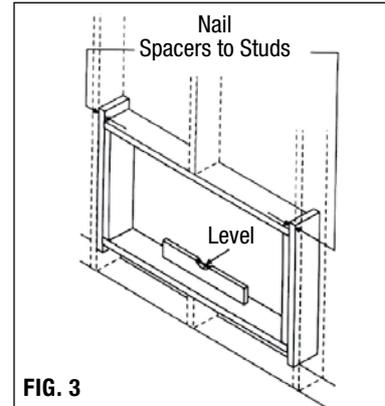


FIG. 3

**NOTE:**  
If wall thickness is 8.5" or more, add aluminum flashing over bottom of frame opening to assure no water can enter area between inner and outer wall.

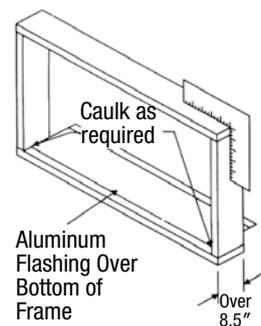


FIG. 4

### ► STEP 3: PREPARE AND INSTALL CABINET

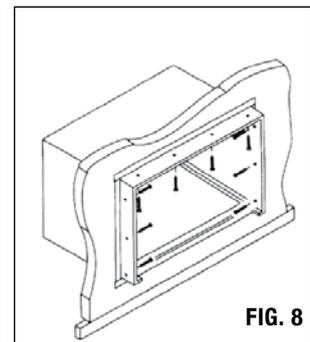
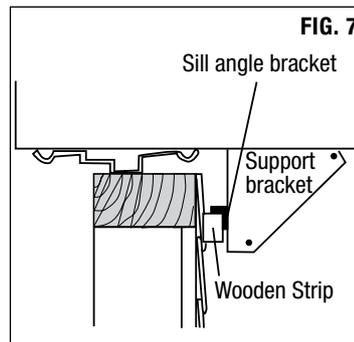
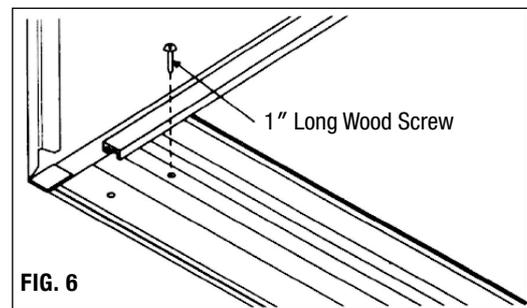
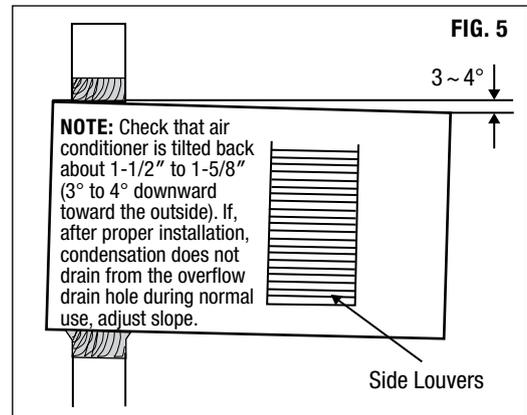
1. Slide chassis from cabinet. Refer back to Step 1 of Window Mounting section.
2. Place cabinet into opening with bottom rail resting firmly on bottom board of wooden frame.
3. Position cabinet to achieve proper slope for water removal. (See Fig. 5.)
4. Secure bottom rail to wooden frame with two large wood screws 1" (2.5 cm) long using the two holes in the bottom of the channel resting on frame. (See Fig. 6.)

Refer to Step 5 of Window Mounting section for assembly of support brackets. A wooden strip nailed to the outside wall should be used in conjunction with sill support angle brackets. (See Fig. 7.)

5. Screw or nail cabinet wooden frame using shims, if frame is oversized, to eliminate distortion. (See Fig. 8.) Remember to maintain proper slope, as described in Step 3.
6. Install chassis into cabinet by following all directions in Step 9 of Window Mounting section.

**OPTIONAL:** Caulking and installation of trim on interior wall may be done. You can buy wood from your local lumber or hardware supply. On the outside, caulk openings around top and sides of cabinet, and all sides of wood sleeve to the opening.

**NOTE:** See Fig. 11 of Window Mounting Instructions for bottom rail seal location.



## MASONRY CONSTRUCTION

1. Cut or build a wall opening in the masonry wall similar to the frame construction (refer to Step 2 of Thru-The-Wall Installation for wall thickness greater than 8½").
2. Secure cabinet in place using masonry nails or the right masonry anchor screws. (Another way to do this is to build an in-between frame of 2x4's as shown in step 2 of Thru-The-Wall Installation but make it double framed on either side and install between masonry wall opening and cabinet. Frame must be securely anchored to masonry wall opening.) This way gives very good louver clearance on either side of the cabinet.
3. Install a lintel to support masonry wall above

cabinet. Existing holes in cabinet can be used and/or additional holes can be drilled to fasten cabinet at various positions. Be sure that side louver clearance is in accordance with Step 1 of Masonry Construction.

4. Install exterior cabinet support brackets as shown in Step 3 of Thru-The-Wall Installation. Caulk or flash if needed to provide a weather-tight seal around top and sides of cabinet.
5. To complete installation, apply wood trim molding around room side projection 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.

# NORMAL SOUNDS

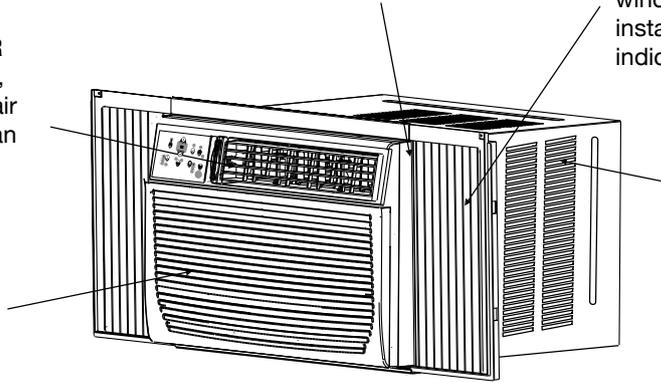
**SOUND OF RUSHING AIR**  
At the front of the unit, the sound of rushing air being moved by the fan may be heard.

**GURGLE/HISS**  
“Gurgling” or “hissing” noise may be heard due to refrigerant passing through evaporator during normal operation.

**HIGH PITCHED CHATTER**  
High efficiency compressors may have a high pitched chatter during the cooling cycle.

**VIBRATION**  
Unit may vibrate and make noise because of poor wall or window construction or incorrect installation. This DOES NOT indicate a defective unit.

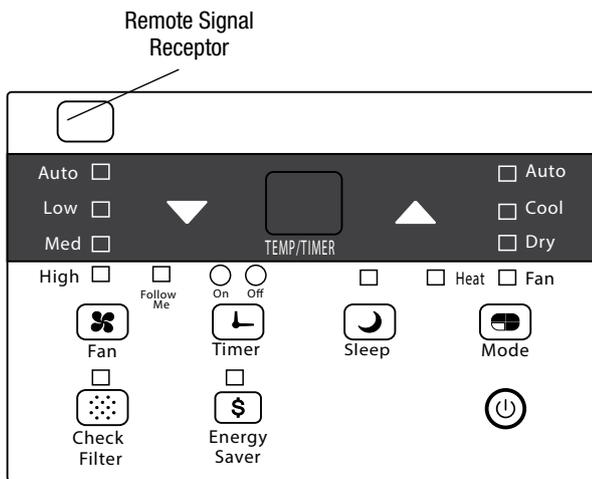
**PINGING OR SWITCHING**  
Droplets of water hitting condenser during normal operation may cause “pinging” or “switching” sounds.



**NOTE:** All of the pictures in this manual are for explanatory purposes only. The actual shape/look of the air conditioner purchased may be slightly different, but the operations and functions are similar.

# AIR CONDITIONER FEATURES

Thoroughly familiarize yourself with the control panel, shown below, and all of its functions. Afterwards, follow the symbol for the functions you desire BEFORE operating the unit. This unit can be controlled by the unit control or 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 shown on the display. The 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.

### ▶ TO ADJUST FAN SPEEDS:

Press to select the Fan Speed in four steps: Auto, Low, Med or High. Each time the button is pressed, the fan speed is shifted. In DRY mode, the fan speed is automatically controlled at Low. For some models with heating capabilities, the fan speed cannot be adjusted while in HEAT mode.

### ► SLEEP FEATURE:

Press  SLEEP button to initiate the SLEEP mode. In this mode, the selected temperature will increase 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 canceled 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:

**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 toward 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 use of the Follow Me feature has ended. The actual temperature can be displayed on the unit by pressing the FAN only mode. When in 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 AUTO FEATURE:

When you set the air conditioner to AUTO mode, it will automatically select cooling, or fan only operation depending on what temperature you have selected and the room temperature. The air conditioner will automatically control room temperature 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 FAN ONLY:

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 TIMER ON is displayed, pressing the TIMER button again illuminates the TIMER OFF indicator, indicating that 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 displaying 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.

**A NOTE ABOUT THE TIMER:** When you set the timer, the unit will only go on once and off once. If you want the air conditioner to cycle on and off based on desired room temperature, you do not need to set the timer. Instead, set your desired temperature and the unit will cycle on and off based on that temperature setting.

## ► DISPLAY:

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



## ERROR CODES:

**AS - Room Temperature Sensor Error** - Unplug the unit and plug it back in. If error repeats, call Consumer Services at 844-472-2473.

**HS - Electric Heating Sensor Error** - Unplug the unit and plug it back in. If error repeats, call Consumer Services at 844-472-2473.

• - **Evaporator Temperature Sensor Error** - Unplug the unit and plug it back in. If error repeats, call Consumer Services at 844-472-2473.

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

## ↳ NOTE:

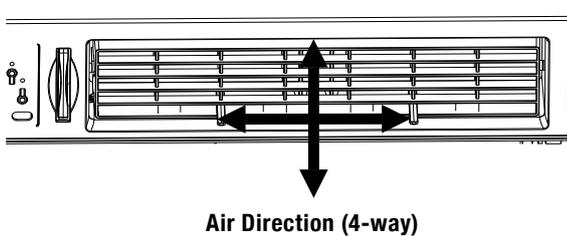
If the unit breaks off unexpectedly due to power being cut, it automatically will restart with the previous function setting when the power resumes.

## ► AIR DIRECTIONAL LOUVERS:

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 levers from side to side until the desired Left/Right direction is obtained.

**Air Directional Louvers**



## ► ADDITIONAL THINGS YOU SHOULD KNOW:

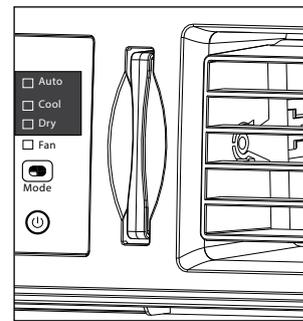
• The Cool circuit has an automatic 3 minute time-delayed start if the unit is turned off and on quickly. After unit is turned off, leave the unit off for a minimum of 3 minutes before attempting to turn back on. This prevents overheating of the compressor and possible circuit breaker tripping. The fan 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 left and right TEMP/TIMER buttons (▲ and ▼) at the same time for 3 seconds.

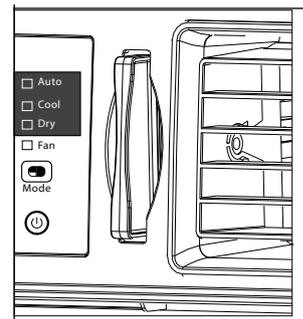
## ► FRESH AIR VENT CONTROL (on some models):

The Fresh Air Vent allows the air conditioner to:

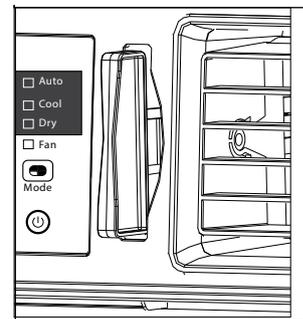
1. Recirculate inside air (Vent Closed - Fig. A)
2. Draw fresh air into the room (Vent Open - Fig B)
3. Exchange air from the room and draw fresh air into the room (Vent and Exhaust Open - Fig C)



**Fig. A (VENT CLOSED)**



**Fig. B (VENT OPEN)**



**Fig. C (VENT AND EXHAUST OPEN)**

# CARE AND CLEANING

## ⚠ CAUTION

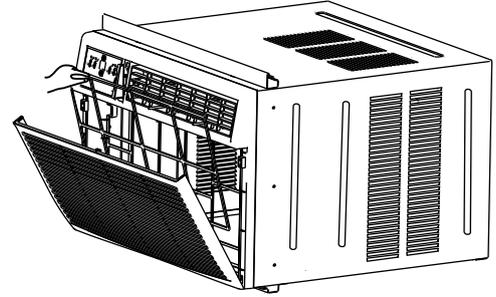
Clean air conditioner occasionally to keep it looking and operating like new.  
**Be sure to unplug the unit before cleaning to prevent shock or fire hazards.**

### ► 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 to washing the filter, 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 AN UPRIGHT POSITION AND IN A COOL, DRY LOCATION.**

# TROUBLESHOOTING

**BEFORE CALLING FOR SERVICE, PLEASE REVIEW THE CHART BELOW**

ISSUE	POSSIBLE CAUSES
<p><b>AIR CONDITIONER NOT COOLING ROOM, OR NOT BLOWING COLD AIR</b></p>	<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 desired direction.</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>
<p><b>AIR CONDITIONER COOLING BUT ROOM IS TOO WARM - ICE FORMING ON COOLING COIL BEHIND DECORATIVE FRONT</b></p>	<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>
<p><b>AIR CONDITIONER CYCLING ON AND OFF TOO FREQUENTLY OR NOT ENOUGH</b></p>	<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>
<p><b>UNIT WILL NOT TURN ON</b></p>	<ul style="list-style-type: none"> <li>• Reset circuit breaker. Make sure there are not too many items (i.e. 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>
<p><b>UNIT BLOWS FUSES OR POPS CIRCUIT BREAKER</b></p>	<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>
<p><b>AIR CONDITIONER IS MAKING NOISES</b></p>	<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>
<p><b>WATER PUDDLES INSIDE UNIT OR IS COMING INTO ROOM</b></p>	<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>
<p><b>WATER DRIPPING OUTSIDE</b></p>	<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>
<p><b>REMOTE SENSING / FOLLOW ME DEACTIVATING PREMATURELY</b></p>	<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. For further assistance, contact Consumer Services at 844-472-2473.





The design and specifications are subject to change without prior notice for product improvement. Consult with the sales agency or manufacturer for details.

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