

## MAINTENANCE SCHEDULE

<b>Monthly</b>	<ol style="list-style-type: none"><li>1. Check coils</li><li>2. Check for unusual noise or vibration</li><li>3. Check the drain line to see if it is above the waterline (if draining into a vessel)</li></ol>
<b>Quarterly</b>	<ol style="list-style-type: none"><li>1. Use a vacuum with brush attachment to clean coils; be careful not to crush coil fins when cleaning</li><li>2. Change duct filter if the system is ducted</li></ol>
<b>Annually</b>	<ol style="list-style-type: none"><li>1. Inspect for corrosion</li><li>2. Check wiring connections and integrity of cords</li><li>3. Pour a 50/50 bleach solution into the drain line every spring</li></ol>