

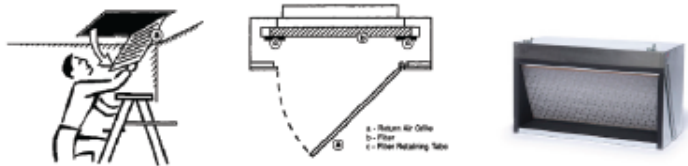
USER GUIDE *for Your Unico System*

Your New Unico System

Congratulations on the purchase and installation of your new Unico System! Your system has been designed and installed to provide your home with superior comfort and performance. This guide can be used to ensure you get the best out of your Unico System, from energy-saving tips to system maintenance steps.

Proper Unico System Maintenance

- 1. Change air filters.** Maintenance of the filter is the most important thing you can do for optimal indoor air quality. Check the filter monthly and replace as needed, or at least every six months.



- 2. Keep outdoor unit free of debris.**

- Remember to shut off power before cleaning.
- Spray with water, if needed.

- 3. Trim shrubbery** to prevent branches from affecting unit performance.

- 4. Clean vents that are visibly dirty.** For a thorough system-wide cleaning, schedule an appointment with an HVAC professional.

- 5. Check the condensate trap** to ensure unimpeded flow of condensate from the blower coil drain pan. Also make sure to clean the condensing unit. If you're not sure what this is, hire a professional.

- 6. Check outdoor unit for unusual noise or vibration,** or any other uncharacteristic performance. If there's unusual noise, turn off the system and call a Unico Specialist Partner.

Winterising Your Cooling-Only System

If you are only using your Unico System for cooling, it is important to follow these steps to ensure your system is properly winterized and sealed off for the winter months.

1. If you do not wish to plug the supplies and close the return, then set your fan to run every four to eight hours. This will help reduce the accumulation of moisture.
2. Or turn off the thermostat and plug air outlets. Winter supply air shut-offs are available to plug off each air outlet. A plate should also be installed across the face of the filter in the return air box. Seal this opening airtight.



**PRO
TIP**

Always Keep Your System
in Top Shape

To ensure your system is always clean and working properly, set up an annual service appointment with your specialist partner.

The
Unico
System.

Maximising System Efficiency

To help maximize energy efficiency and economy with your Unico System, follow what we call the P.R.O.S (Positive Regular Operating Steps).

Windows and doors

- Keep all windows and exterior doors closed. If storm windows are used, keep them in place during the cooling season to help reduce gain.
- Pull drapes or shades where the sunlight is streaming through the windows during the cooling season.
- During the winter, keep drapes and shades open during the day, allowing sun to provide supplementary heat.

Ensure the clothes dryer vent is connected securely and venting to the outside-otherwise the moisture from washing must be removed by the cooling system, creating more energy use.



**PRO
TIP**

Pair your Unico System with a heat pump to achieve maximum efficiency

Maximising System Efficiency with a Heat Pump

Consider the system thermostat as your comfort control. For cooling mode, set the temperature as high as you comfortably can and maintain that setting. In heating mode, set the temperature as low as you comfortably can and keep it there. Constantly adjusting the thermostat up and down wastes energy and impacts comfort. If you prefer changing the settings when the space is unoccupied or during sleep, keep the temperature changes minimal.

Quick Troubleshooting Guide

PROBLEM	POSSIBLE CAUSE	POSSIBLE SOLUTIONS
System not running	<ul style="list-style-type: none">• Power is out• Disconnect switches are not on• Tripped circuit breaker• Thermostat incorrectly set	<ul style="list-style-type: none">• Make sure both indoor and outdoor units are set to the ON POSITION.• Check circuit breaker and reset, if needed.• Check that the thermostat system switch is in the proper position: HEAT or COOL**.• Adjust thermostat temperature setting.
Inadequate heating or cooling	<ul style="list-style-type: none">• Dirty filter• Insufficient air circulation• Blockage at outdoor system	<ul style="list-style-type: none">• Clean or replace filter.• Check your outlets and return grills for blockage.• Remove any debris near outdoor unit.
Unusual system noise	<ul style="list-style-type: none">• Requires a professional diagnosis	<ul style="list-style-type: none">• Call your Specialist Partner

***When cooling, adjust the thermostat setting several degrees below room temperature and see if the unit comes on. If a clock thermostat is used, check to be sure the time is set to AM or PM correctly.*

Need Technical Support?

Contact our technical support team at any time. If you are unable to reach someone at the time of your call, please leave a message. Our one-hour call-back policy means you'll hear back from someone within the hour during normal business hours. You can also reach out to your installing specialist partner for additional support.

Find your local specialist partner at unicosystem.co.uk/home-owner/find-an-installer/