

— Fall HVAC Checklist —



Tackling your fall HVAC maintenance early in the season can help keep your family comfortable and your home's heating and cooling systems in excellent working order all year long. From turning off your AC in the fall to keeping your home heating and cooling costs down, One Hour Heating & Air Conditioning has you covered.

How to Turn Off a Central Air Conditioning Unit

Most AC units can be shut down for the season in three simple steps.

- ❑ Turn off the breaker switch on your AC unit.
- ❑ Remove leaves and debris.
- ❑ Cover the unit to prevent snow and ice build-up.

How To Remove a Window Air Conditioning Unit Safely

When temperatures start to dip, it's time to remove your window AC unit. Enlist the help of a friend to:

- ❑ Turn the unit off completely.
- ❑ Unplug the unit from the wall.
- ❑ Remove the front panel.
- ❑ Pick a place in the room to set your AC unit immediately after it is removed.
- ❑ Hold the unit steady.
- ❑ Use your screwdriver to open the window frame (if necessary) or open the top of the window enough that you can reach one arm through.

- ❑ Pull one side of the AC unit into the room, letting the other side of the unit rest on the windowsill.
- ❑ When you're both ready, pull the unit into the room completely, sliding it off the windowsill.
- ❑ If possible, place the AC unit on a towel and slide it carefully on the floor to where it will be stored for winter.
- ❑ Tape any additional hardware to the unit itself, including screws, covers or tags to avoid misplacing those pieces while the unit is in storage.

Fall Energy Efficiency Tips

Here's how to use autumn's variable weather to your advantage and reduce your overall energy use. Pick your ideal indoor temperature for fall and pay attention to your favorite weather app. Here's the game plan:

- ❑ Open windows when outdoor temperatures are below your desired temperature. This will help cool your home early in the morning and keep it cooler longer as temperatures rise throughout the day.
- ❑ Close windows when outdoor temperatures are higher than your desired indoor temperature. This will help your home retain heat longer without needing to start your furnace for the season.