

PREPARE FOR YOUR SERVICE APPOINTMENT

Keep in mind these tips are suggestions. Tampering with your unit could void your warranty. Always ask JefCo if you are unsure.

OUTDOOR UNITS

- _____ Clean any dirt, leaves and debris outside the main cabinet.
- _____ Inspect the base pan for blocked drain openings.
- _____ Inspect the coil and cabinet for any holes and leaks.
- _____ Inspect the fan blades while they're in motion and stationary to determine wear and damage.
- _____ Inspect and clean outside of control box associated with unit.

INDOOR UNITS

- _____ Clean or replace air filters.
- _____ Check for leaks in the ductwork.
- _____ Check for any unusual odors when your system starts.
- _____ Listen for abnormal noises when your system starts.
- _____ Inspect your control box, wiring and connections.

TIPS FOR YOUR HOME

❄️ COOLING TIPS

- _____ Make sure your attic is properly ventilated.
- _____ Draw blinds or drapes to block the sunlight during the hottest part of the day.
- _____ Set your ceiling fans to rotate counter clockwise.
- _____ Use your grill and cook outside as much as possible.

🔥 HEATING TIPS

- _____ Make sure your home is properly insulated so heat doesn't escape.
- _____ Lock your windows to reduce the warm air escaping your home.
- _____ Make sure all heating vents are clear of obstruction.
- _____ Lower the thermostat when hosting a large number of guests.