

newair®

AC-12200E

Portable Air Conditioner



OWNERS MANUAL

Read and save these instructions.



A Name You Can Trust

Trust has to be earned and we will earn yours. Customer happiness is the focus of our business.

From the factory to the warehouse, from the sales floor to your home, the whole NewAir family promises to provide you with innovative products, exceptional service, and support when you need it the most.

Count on NewAir.

As a proud NewAir owner, welcome to our family. There are no robots here, real people shipped your product and real people are here to help you.

Thank you for your purchase and remember NewAir, A Name You Can Trust.

Call us today at 855-963-9247
Or email support@newair.com

For future reference, we recommend you attach a copy of your sales receipt here and record the following information. You will need this information if it becomes necessary to contact the manufacturer for service inquiries.

Date of Purchase: _____

Serial Number: _____

Model Number: _____



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READ AND SAVE THESE INSTRUCTIONS.

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SPECIFICATIONS

MODEL NO.	AC-12200E
VOLTAGE:	115V
FREQUENCY	60Hz
POWER CONSUMPTION:	1120W / 10.5A
AIR VOLUME:	220.7 CFM
DEHUMIDIFICATION:	4.86 pints/hour
COMPRESSOR TYPE:	Rotary
REFRIGERANT:	R-410A
FAN SPEEDS:	3
TIMER:	1-24 hours
EXHAUST HOSE:	5.59" x 55"
COOLING CAPACITY:	12,000 BTUs
EER:	10.71

SAFETY INFORMATION & WARNINGS

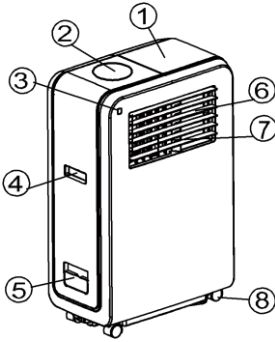


When using any electrical appliance, basic safety precautions must be followed in order to reduce the risk of fire, electrical shock and/or injury to persons or property. Be sure to read all instructions before using this appliance and observe the following safety tips:

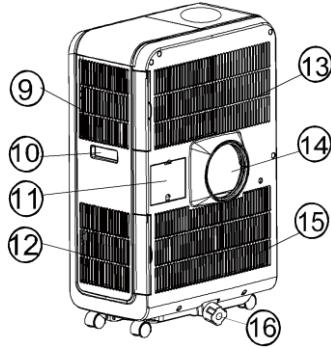
- This appliance is for indoor use only.
- Always turn off the unit and unplug it when it is not in use.
- Do not use this AC in excessively humid or wet environments.
- Do not pull or strain the power cord when moving this appliance.
- If the power cord is damaged, it must be replaced by an electrician or specialized technician authorized by NewAir.
- Always operate the unit in an upright position and place it on a flat, level surface at least 14" (36 cm) away from any other objects.
- Do not place objects on the unit, and do not cover or block the air inlet/outlet.
- Closely supervise any children or pets when the unit is in use.
- This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning its use by a person responsible for their safety. Children should be supervised to ensure that they do not play with the appliance.
- For maximum cooling efficiency, do not use the AC in an area that exceeds the recommended room size.
- For maximum cooling efficiency, also make sure doors and windows are closed while the portable air conditioner is in use. Also keep curtains and blinds closed during the sunniest parts of the day while the air conditioner is in operation.
- Regularly clean the portable air conditioner's filters.
- Once the room or area has reached the desired temperature, be sure to adjust the unit's temperature and fan settings.
- To prolong the compressor's life, after turning off the unit, please wait at least 3 minutes before turning it back on.

PARTS LIST

Front



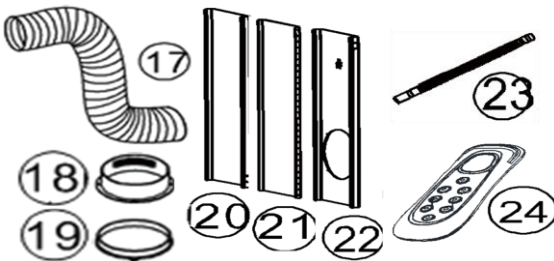
Back



1. Exhaust hose compartment
2. Control panel
3. Remote control receiver
4. Carrying handle
5. Water funnel
6. Horizontal grille
7. Vertical louver
8. Caster

9. Air filter (air inlet)
10. Carrying handle
11. Cord compartment
12. Air filter (air inlet)
13. Air filter (air inlet)
14. Exhaust outlet
15. Air filter (air inlet)
16. Drainage knob/port

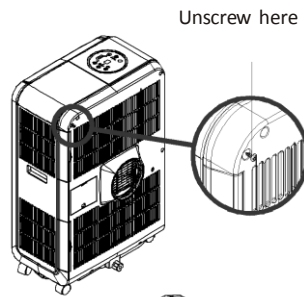
ACCESSORIES



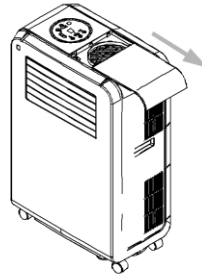
- | | |
|---------------------|---------------------|
| 17. Exhaust hose | 21. Window slider 2 |
| 18. Hose adaptor | 22. Window slider 3 |
| 19. Adaptor cover | 23. Drain tube |
| 20. Window slider 1 | 24. Remote control |

ASSEMBLY INSTRUCTIONS

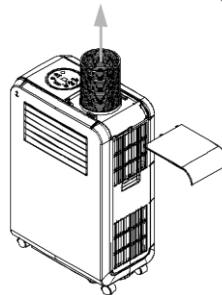
1. Unscrew the slide at the top.



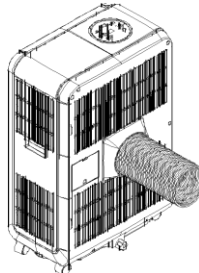
2. Remove the slider at the top.



3. Remove the exhaust hose.

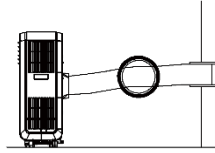


4. Attach the exhaust hose to the vent.

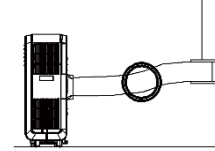


5. To store the exhaust hose, reverse the steps. Remember to put the screw back in place.

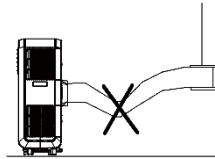
Use only the provided hose and attach exhaust hose and adaptor to the back of the air conditioner



Avoid kinks and bends in the exhaust hose as this will cause expelled humid air to build up causing the unit to overheat and shut down.

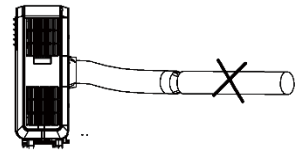


The hose may extend from 12" to 59" but for maximum efficiency, use the shortest length possible



⚠ WARNING!

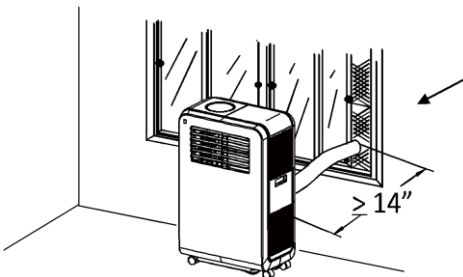
The length of the exhaust hose is designed according to the specifications of this product. Do not replace or prolong it with your own hose as this could cause the unit to malfunction.



INSTALLATION INSTRUCTIONS

The unit is a portable air conditioner that may be moved from room to room.

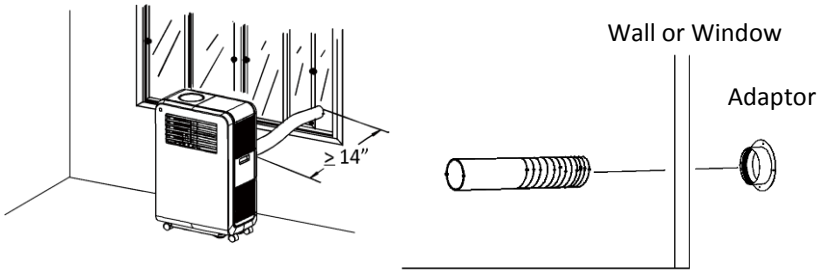
Using the window slider:



1. Set up the window kit in the window and adjust the length as needed.
2. Attach exhaust hose to the kit and slide window so that it is held securely.

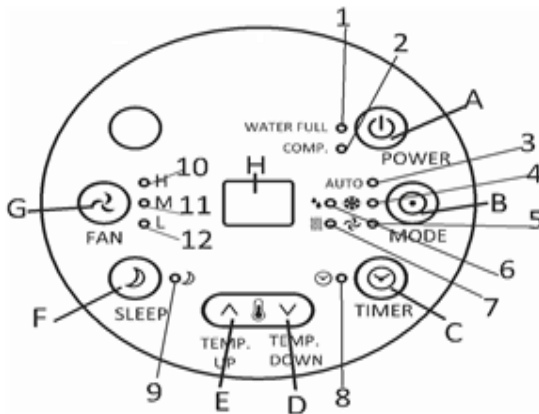
A Name You Can Count On

Using the adaptor:



1. Cut a 6" diameter hole in the wall or window.
2. Feed exhaust hose through the window or wall and attach the threaded adaptor from the outside as shown
3. When not in use, plug the opening with the provided cover.

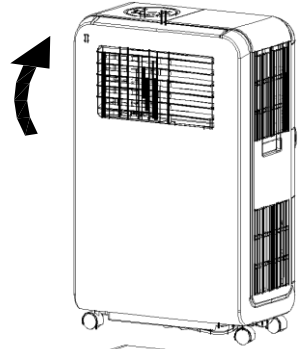
OPERATING INSTRUCTIONS



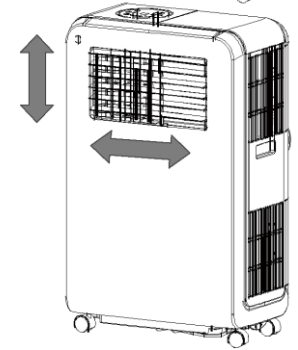
- | | | |
|---------------------|--------------------------|------------------------|
| A. Power button | 1. Water level indicator | 7. Heat mode indicator |
| B. Mode button | 2. Compressor indicator | 8. Timer indicator |
| C. Timer button | 3. Auto mode indicator | 9. Sleep indicator |
| D. Temp Down button | 4. Cool mode indicator | 10. High fan indicator |
| E. Temp Up button | 5. Fan mode indicator | 11. Med fan indicator |
| F. Sleep button | 6. Dry mode indicator | 12. Low fan indicator |
| G. Fan Speed button | | |
| H. Display window | | |

ADJUSTING THE LOUVERS

Before using the unit, please open the horizontal louvers.



Adjust the louvers as desired.



CONTROL OPERATION

Turn the unit ON/OFF

- Press the ON/OFF button to start the unit.
- The preset temp is 75°F. If the room temp is higher than this, the unit will work in cooling mode. If the room temp is lower, it will work in fan mode.
- At this time, the indicator lights showing functions in progress will turn on. Please note that the display window will only show room temp from 32°F to 122°F.
- To shut the unit off, press the ON/OFF button once more.

Setting the Mode

- Press the MODE button to select the desired function: Cooling, Fan or Dry

Setting the Temperature

- Press the temp increase or decrease button to adjust the set temp.
- The display window will then indicate the set temperature. If no temperature is set, the display will show the room's ambient temp.
- The cooling system will switch off if the ambient temperature is lower than the set one. The fan, however, keeps working at the set level. If the ambient temperature rises above the selected level, the cooling will return to work.

Setting the Fan Speed

- Press the fan speed button to select the fan speed. The indicator light will turn on accordingly.

Setting the Timer

- Press the TIMER button to set the hours of operation (1-24 hours), the TIMER sign will light. When the set time has been reached, the machine will turn off. The display window will show the hours you set as you press the TIMER button.
- By pressing the timer and not activating any other functions, you can preset the time for the machine to work. For example, if you set the timer to "2", the unit will work automatically after 2 hours.

Sleep Function

- In cooling mode, the SLEEP button will activate SLEEP mode which increases the set temperature by 1^oF at the one hour mark, another 1^oF at the two hour mark and then maintains that temperature.
- In sleep mode, the fan will stay on low speed. If you press the SLEEP button again, the set temp and fan speed will return to the previous settings.

- The unit will shut down automatically after the SLEEP function has been running for 12 hours.
- Please note, the sleep function is not available while the machine is working in fan, dry or auto mode. This is only available in cooling.

Dehumidification Function

- In dry mode, the temperature can't be adjusted and the fan will be on low.
- When the unit is in dry mode, humidity extracted from the air is collected in an internal tank. If the tank is full, the compressor and motor turn off automatically. The Water Full indicator light will turn on and an alarm will sound as well.
- When the tank is full, drain the water as shown in the section about drainage. You may also use the unit without having to empty the tank, by using the continuous drainage feature. Additional information will be in the drainage section.

Self-diagnosis Function

This machine is equipped with a self-diagnosis function. If there is an issue with the machine, the LCD will show an E1 or E2 error. Please contact NewAir if you see either of these errors.

Remote Control

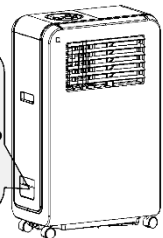
All of the functions can be performed with the supplied remote control. The remote requires 2 AAA batteries to operate.



EFFICIENCY BOOSTER

This unit is equipped with an Efficiency Booster function. By adding 2.5 pints (1.2L) of water to the funnel on the side of the unit, the energy efficiency can be elevated. The principle is that while the machine is

1. Pull out the water funnel
2. Add 2.5 pints (1.2 L) water to the funnel
3. Push back the water funnel



working, the compressor will be getting hot. If you add water into the unit after the unit has been running for more than an hour, the water will cool the compressor so it uses less power.

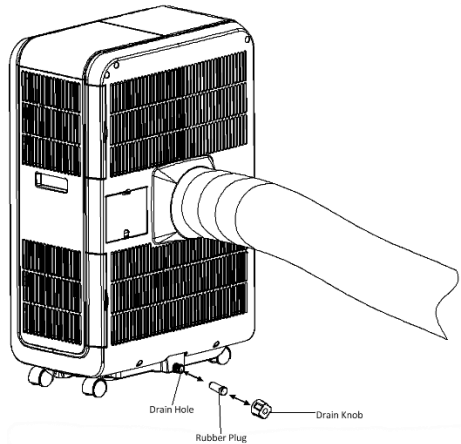
The Efficiency Booster feature is meant to be used after one hour of usage and the water should NOT be over 2.5 pints (1.2L). Otherwise, the “water full” indicator light will light up and the unit will stop working.

If the Water Full indicator is on, please drain water from the port on the back side of the unit until the light turns off. The unit will work again now.

DRAINING THE UNIT

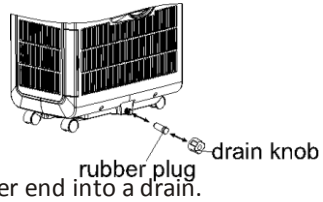
When the unit is operating in Cooling or Dry mode, humidity extracted from the air is collected in an internal tank. If the tank reaches full, the compressor and motor cut out automatically. At the same time, the “Water Full” indicator comes on. An alarm will also sound. When the tank is full, carry out the following instructions:

- Turn off the air conditioner and avoid moving it when full.
- Position a container (a water tray for example) underneath the drain hole.
- Remove the drain knob & rubber plug from the drain hole and allow the water to drain out.
- When the container is almost full, replace the rubber plug in the drain hole and empty the water tray.
- Repeat until the unit is emptied.
- Replace the rubber plug and tighten the drain knob firmly.
- Switch on the unit - the full water or compressor operating indicator should not be flashing.



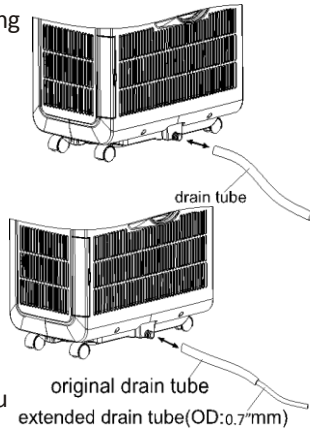
Should you prefer to use the appliance without having to empty the tank every so often, proceed as follows:

- Remove the drain knob and rubber plug and retain for future use.
- Connect the drain tube supplied to the water outlet as shown and locate the other end into a drain.
- The drain tube may be extended by adding an extension tube and using a suitable connector.



Please note:

- The drain must be at a lower level than the drain hole on the unit.
- Flashing Water Full indicator will not function in this mode of drainage.
- If you want to extend the water tube, you can connect it with another tube (OD: 0.7" / 18mm)



CLEANING & MAINTENANCE

Always unplug the air conditioner from the outlet before cleaning.
To maximize the efficiency of the air conditioner, clean the unit regularly.

Cleaning the housing

Use a soft, damp cloth to wipe the body clean.

Never use aggressive chemicals, gasoline, detergents, chemically treated cloths, or other cleansing solutions. These all could damage the frame.

Cleaning the filter

Use a vacuum cleaner or tap the filter lightly to remove loose dust and dirt from the filters and then rinse thoroughly under running water (no hotter than 104°C).

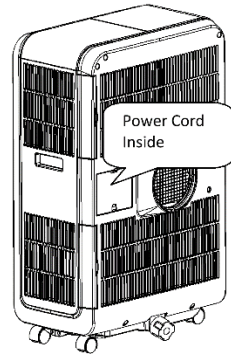
Dry thoroughly before replacing.



Never operate the unit without filters.

END OF SEASON STORAGE

- Drain any water in the unit before completely operating the unit on fan mode for a few hours to thoroughly dry the inside.
- Clean or change the filter.
- Unplug and store the power cord as shown.
- Replace in the original carton or cover for storage.



TROUBLESHOOTING

Problem	Possible Causes	Solution
The air conditioner does not function.	The unit may be plugged in using a different voltage.	Check if using the wrong voltage.
	The circuit breaker may be tripped or there is a blown fuse.	Reset the circuit breaker or check for a blown fuse.
	The water tank is full.	If the full water tank indicator light is flashing, empty the water reservoir.
	The room temperature is lower than the set temperature	Lower the set temperature.
The unit does not produce adequate cooling.	The unit is in direct sunlight.	Close any curtains or move the unit to a more shaded area.
	Too many windows or doors are open.	Close doors and windows.

Problem	Possible Causes	Solution
	There is an additional heat source in the room or there are too many people in the room.	Lower the set temperature.
	The filter is dusty or dirty.	Clean the filter per instructions above.
	Air inlet or air outlet is blocked.	Make sure there are no obstructions to proper air circulation through the unit.
	The ambient room temperature is lower than the set temperature.	Lower the set temperature.
The unit is noisy.	The unit is not leveled.	Ensure the unit is positioned on a flat, level surface.
The compressor does not work.	The compressor has overheated and shut off.	Wait for temperature to drop and then turn the unit on again.

LIMITED MANUFACTURER'S WARRANTY

This appliance is covered by a limited manufacturer's warranty. For one year from the original date of purchase, the manufacturer will repair or replace any parts of this appliance that prove to be defective in materials and workmanship, provided the appliance has been used under normal operating conditions as intended by the manufacturer.

Warranty Terms:

During the first year, any components of this appliance found to be defective due to materials or workmanship will be repaired or replaced, at the manufacturer's discretion, at no charge to the original purchaser. The purchaser will be responsible for any removal or transportation costs.

Warranty Exclusions:

The warranty will not apply if damage is caused by any of the following:

- Power failure
- Damage in transit or when moving the appliance
- Improper power supply such as low voltage, defective household wiring or inadequate fuses
- Accident, alteration, misuse or abuse of the appliance such as using non-approved accessories, inadequate air circulation in the room or abnormal operating conditions (extreme temperatures)
- Use in commercial or industrial applications
- Fire, water damage, theft, war, riot, hostility or acts of God such as hurricanes, floods, etc.
- Use of force or damage caused by external influences
- Partially or completely dismantled appliances
- Excess wear and tear by the user

Obtaining Service:

When making a warranty claim, please have the original bill of purchase with purchase date available. Once confirmed that your appliance is eligible for warranty service, all repairs will be performed by a NewAir™ authorized repair facility. The purchaser will be responsible for any removal or transportation costs. Replacement parts and/or units will be new, re-manufactured or refurbished and is subject to the manufacturer's discretion. For technical support and warranty service, please email support@newairusa.com.