

# Dear Residents,

As the summer months approach, we want to share some helpful air conditioning tips to ensure your comfort and efficiency:

- **Regular Maintenance:** Schedule a professional check-up for your AC unit to keep it running efficiently.
- **Keep it Clean:** Regularly clean or replace the air filters to improve air quality and efficiency.
- **Set the Right Temperature:** For optimal comfort and energy savings, set your thermostat to 78degF (25degC).
- **Use Ceiling Fans:** Ceiling fans can help circulate cool air, allowing you to raise your thermostat by a few degrees.
- **Seal Leaks:** Check windows and doors for leaks and seal them to keep the cool air inside.
- **Block Out Sunlight:** Use curtains or blinds to block direct sunlight during peak hours to reduce cooling costs.

We hope these tips help you stay cool and comfortable this summer!

Best Regards,  
Your Building Management