

Air Conditioning Troubleshooting Guide

Dear Valued Customer,

We understand that your comfort is essential. If you are experiencing issues with your air conditioning unit, please refer to the following troubleshooting steps:

1. Check the Thermostat

- Ensure the thermostat is set to "cool" mode.
- Replace batteries if applicable.

2. Inspect the Air Filter

- Check if the air filter is dirty or clogged.
- Replace or clean the filter as needed.

3. Examine the Outdoor Unit

- Make sure the outdoor unit is free of debris and obstructions.
- Check for any visible damage to the unit.

4. Check Circuit Breaker

- Confirm that the circuit breaker hasn't tripped.
- Reset the breaker if necessary.

5. Listen for Unusual Noises

- Pay attention to any strange sounds coming from the unit.
- Contact a technician if you notice any unusual noises.

If you have completed these steps and your air conditioning unit is still not working properly, please reach out to our customer service team for further assistance.

Thank you for your attention, and we look forward to helping you.

Sincerely,
Your Company Name
Contact Information