

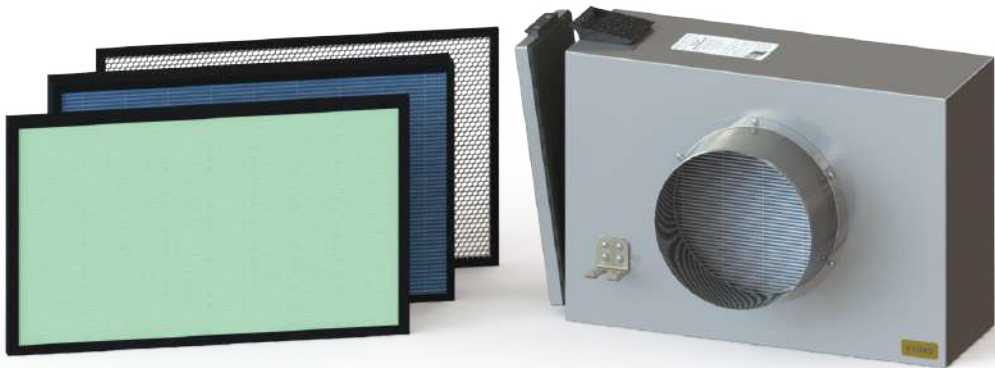
# Filter Replacement Manual

Please take the time to read these instructions in full before commencing your installation.

Careful planning prior to starting work will guarantee the fastest and best results regarding the installation.



***Working in the ceiling space can be a hazard, and all safety precautions should be used to ensure the safety of yourself and any others.***



<b>Filter Replacement</b>	Filter Box Model <b>AQ-EVOFLT-AP</b>	Filter Media Model <b>AQ-FLT-MEDIA-AP</b>	Manual Version <b>V3.1.0 10-2023</b>
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## Installation Manual

### Filter Media Replacement for EVOAQ Air Purification Box

Thank you for your purchase of our company's product. It has been manufactured following current technical safety regulations and meets international filter standards.

**Please read this instruction booklet carefully before commencing installation.**

### TRANSPORT AND MANIPULATION

The packaging used for this product has been designed to support normal transporting conditions. The filter must always be transported in its original packaging as not doing so could deform or damage the product. Do not place heavy weights on the packed product and avoid knocking or dropping it.

The product should be stored in a dry place in its original packaging, protected from dust and dirt until it is installed in its final location. Do not accept delivery if the product is not in its original packaging or shows clear signs of having been manipulated in any way.

Check that the product is in perfect condition and includes all 3 filters while unpacking. *Any fault or damage caused in origin is covered by our company guarantee.* Please make sure that the filter coincides with the product you have ordered.

### FILTER REPLACEMENT FREQUENCY

Regularly checking and replacing your filters is essential for maintaining your ventilation system. Filters should be checked at least every 12 months and replaced no less than once every 2 years. Filters need to be replaced if you can visibly see dirt and dust build-up on the filter media. If you notice reduced effectiveness or airflow of the ventilation system, musty smells or the smell of ceiling insulation, or if the ventilation system is blowing dust and insects into the house, make sure to check the filters and replace them if necessary.



*Visually inspect the filters to be replaced (depicted here: air purification box carbon filter)*

### PRODUCT DISPOSAL

*Please dispose of old product responsibly.* Any metal parts of the filter boxes can be recycled and should be returned to the manufacturer or taken to a metal recycling facility when it is no longer required.

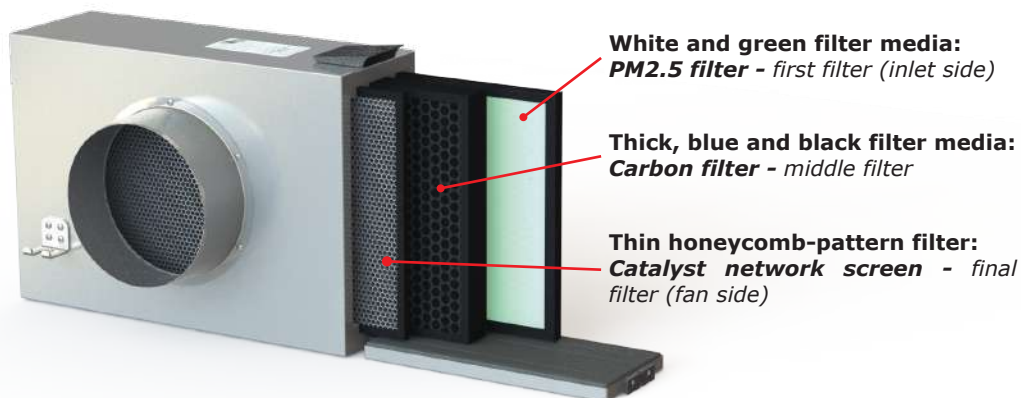
Old filter media should be placed in general waste. Our filters cannot be cleaned or vacuumed without causing damage to the filter. Do not re-use or recycle used filter media.

## REPLACEMENT OF FILTER MEDIA

- 1 Locate your fan and filter inside the ceiling space.

*Be careful not to damage or remove the tape connecting the fan to the filter as this could cause the fan to bypass the filter and draw in air directly from the ceiling space.*

- 2 Unclip the lid of the filter box and slide out the old filters, taking note of the position and orientation of these filters.



- 3 Unwrap the new filter media and slide them into place in the same order and orientation that the old filters were in.

The filters are all different thicknesses and fit only in their own slot, but make sure to note which way around they go.

The primary PM2.5 filter should be with the white side on the inlet side. The white side is the PM2.5 side, which removes larger particles, dust, insects, etc. The green side is the HEPA filter side which takes out the finer particles that got through.

The middle filter is the carbon filter. The blue side is the antibacterial network which faces the primary filter. The black side is the active carbon side, with the H11 HEPA filter in between the two.

The final filter on the fan side is the cold catalyst network. Its job is to kill any viruses and bacteria that got through the filters. This filter is the same on both sides so can be placed any way around.

- 4 Close the filter box lid and clip it closed again. You should make sure to push the filters in fully and may need to tilt/move the lid around to get it to close and seal fully.

FILTER SCHEDULE

Use this space to record when you last replaced your filters and when the next filter replacement is due, and save this manual for future reference. We may also add you to our mailing list and send out an email reminder when your filters are due for replacing (you can opt out of this at any time, just get in touch or unsubscribe through the email).

*Tip: Make a note in your calendar when you last replaced the filters (especially if you use a digital calendar) and set a yearly reminder to check your filters!*

Filter Replacement Record	
Filters Replaced	Next Replacement Due

For all our manuals, fan specifications, system details and more information visit [www.evoaq.co.nz/downloads](http://www.evoaq.co.nz/downloads)



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