



# HOW TO CLEAN A DUCTED REVERSE CYCLE RETURN AIR FILTER

The air return filter on a ducted air conditioning system requires regular cleaning.

Dust collects on the filter and restricts the airflow. The restricted airflow reduces the efficiency of the system and if it becomes blocked it can cause damage to the fan coil unit.

In a normal residential house the filter should be checked/cleaned at least every six months. In situations where the filter is prone to excessive or high volume of dust and debris it is advised to inspect every three months.

The steps for cleaning the filter are (no tools are needed):



## Step 1

Undo the hinged Return Air Grill frame fixing(s). The fixing(s) is usually a thumb screw or a sliding clip.



## Step 2

Swing the filter frame open and let it hang vertically.

## Step3

Slide out the filter.



## Step 4



Clean the filter by washing in warm water

### Step 5

Place the filter laying flat on the floor in a shaded area to fully dry out.

**DO NOT** leave it in the sun! It will become warped and require replacing.



### Step 6

Slide the filter back into the hinged grill, swing the grill back into the recess and screw up the fixing screw (slide back the clip).



### Before & After



The filter before cleaning on the right is covered in dust.

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