



User Manual

Portable Air Conditioner

Before using your TOSOT Portable Air Conditioner, please read this user manual in its entirety.

MODEL NUMBER
GPH10ARC-A6NNA1A

TOSOT

Welcome to the TOSOT Direct Family!

We're extremely happy to welcome you as a new member of our family! Please read the tips below before using your product for the first time.

Tips for First-Time Use

Keep the original packaging material including packing foam, carton and printed material until you decide to keep the unit. If you need to return the unit, having all of the original packaging material will make it much easier.


1. The portable air conditioner is a heavy object, which needs two or more people to lift and install. Failure to do so could result in injury or other accidents.
2. Allow the unit to sit upright for at least 3-4 hours before powering on. Shipping carriers may set the unit on its side, which causes the refrigerant to pool in certain areas. Standing the unit upright for 3-4 hours allows the refrigerant to move freely within the coils.
3.  Run the unit continuously for 24 hours after letting the unit stand upright for 3-4 hours. During this period, please pay more attention to any defective problem of unit. To avoid any loss to your house, please make sure your unit has no any defective problem caused by shipping damage such as leakage before using it on the rugs or carpeting.
4. Some parts with sharp edges may cause injury, so gloves are highly recommended for unpacking and installing.
5. For a quick start video guide of installation, please contact Customer Support.
6. If you have any problems with your product, please send us an email before submitting a return request, as there might be a simple solution for your issue.

Table of Contents

Safety and Instructions	01
Installation and Setup	01
Electrical Safety Warning	02
Parts Description	05
Operation	06
Control Panel	06
Remote Control	08
Combination Buttons	10
App Control	11
Replacing the Batteries	28
Installation	28
Tools Required	28
Parts List	29
Installing Your AC	30
Installing the Exhaust Hose	35
Removing Collected Water	36
Installing the Power Cord Hooks	37
Cleaning and Maintenance	37
Troubleshooting	39
Malfunction Codes	42
Warranty&Customer Support	43

Safety and Instructions

Please read all instructions before use and save this user manual for future reference. A digital version can be obtained from Customer Support. Your safety and the safety of others are very important to us. We have provided many important safety messages throughout this manual and on the appliance itself. Always read and follow all posted safety messages.

To reduce the risk of fire, electric shock, injury, or death to persons using or near this appliance, please follow some basic safety precautions. These precautions include, but are not limited to, the following:

Installation and Setup

- This appliance is not intended for use by any persons (including children) with reduced or restricted physical, mental, or sensory capabilities, or lack of experience and knowledge, unless under the direct supervision of a person responsible for their safety.
- Please keep plastic bags and sheets out of the reach of children as they might be mistakenly used for play. Packaging materials can become airtight chambers and may pose a risk of suffocation if not disposed of properly.
- When installing or moving the appliance, be careful not to pinch, crush, or damage the power cord.
- Never attempt to operate this appliance if it visibly damaged, malfunctioning, disassembled or has missing or broken parts. This includes exposed wiring on a damaged cord or electrical plugin. All repairs and servicing must be performed by qualified service personnel. Use only authorized TOSOT factory OEM parts.
- Keep the product away from fire. Do not store or use flammable gases or materials near the appliance.
- Do not use heating equipment near the appliance.
- In the event of a gas leak (propane gas, LP gas, etc.) do not operate this or any other appliance. Open a window or door to ventilate the area immediately.
- Only use the appliance in an upright position. Make sure the angle of inclination $<10^\circ$. Always place the appliance on a stable, flat, level surface to prevent the air conditioner from overturning.

Electrical Safety Warning

- If the power cable is damaged, it must be replaced by the manufacturer or an authorized technical service center in order to avoid all risk.
- Do not damage, alter, excessively bend, twist, pull or heat the power cord.
- Do not cover the power cord with a rug or carpeting.
- Do not rest hot or heavy objects on the appliance and power cord.
- Always plug into a fixed 115V AC ground outlet.
- Specification of fuse on the main board: T3.15AH 250V; the maximum current passing through the fuse can't be more than 3.15A.
- Never plug or unplug the appliance with wet hands.
- Push the power plug all the way into the wall outlet so that it will not loosen.
- Always grip the plug firmly and pull straight out from the outlet when taking it out.
- Never unplug the appliance by pulling on the power cord.
- Never use the appliance if the outlet is damaged or loose.
- This product should be plugged directly into a power outlet. Power outlets should be properly rated, protected, and sized in order to avoid electrical overload. Do not use an extension cord or power strip.
- Do not cut or remove the third (ground) prong from the power cord.
- Always unplug the unit from the outlet before cleaning or maintenance operations.
- Your air conditioner must be used in a properly grounded wall receptacle. If the wall receptacle you intend to use is not adequately grounded or not protected by a time-delay fuse or circuit breaker, have a qualified electrician install the proper wall power receptacle before using this appliance.
- Be sure that the air conditioner is properly grounded. To minimize shock and fire hazards, proper grounding is important. The power cord is equipped with a three-prong grounding plug for protection against shock hazards.
- Do not run the air conditioner without the plastic shell in place. This could result in mechanical damage within the air conditioner.

FCC ID Information

This device complies with part 15 of the FCC Rules. Operation is subject to the condition that this device does not cause harmful interference.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

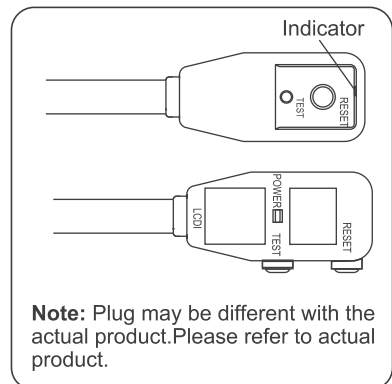
LCI Power Plug (Leakage Current Detection and Interruption)

The power cord used with this air conditioner contains a current detection device designed to reduce the risk of fire. In the event that the power supply cord is damaged, it cannot be repaired. The power supply cord must be replaced with a replacement cord received from the manufacturer by a trained service technician.

Always finish the test of LCDI plug before use:

Follow 4 steps on the LCDI plug case, if the TEST button does not cause the circuit breaker trip or the RESET button will not stay engaged, unplug the air conditioner immediately and contact Customer Support.

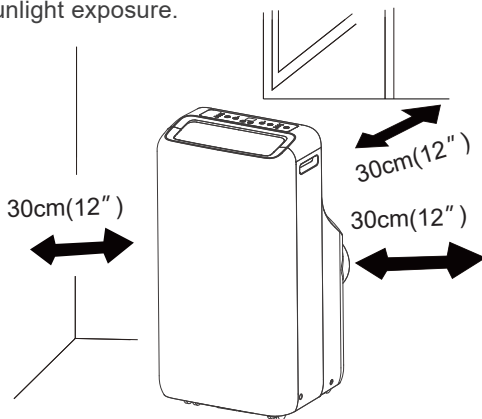
1. Plug in the air conditioner.
2. The power supply cord will have two buttons on the plug head. If you press the **TEST** button you should notice a clicking noise as the **RESET** button pops out.
3. Press the **RESET** button again, and you will notice a clicking noise as the button engages.
4. The power supply cord is now supplying electricity to the unit.



- Do not use the LCDI plug to turn the unit on or off
- Always make sure the **RESET** button is pushed in for correct operation
- The power supply must be replaced if it fails to reset when either the **TEST** button is pushed, or it cannot be reset. Please contact us for more information.

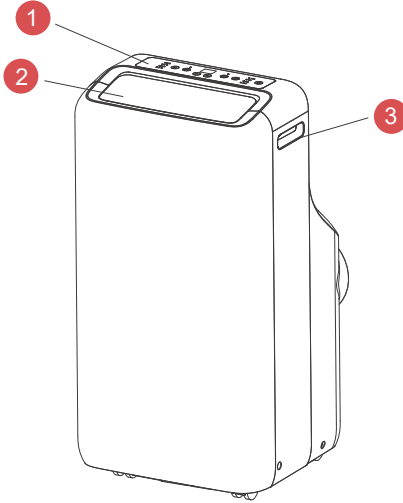
Recommended Operating Environment

- The recommended operating temperature range for AC is 61°F-95°F (16°C-35°C), for heat pump the recommended temperature range is 50°F-95°F (10°C-35°C).
- The appliance is for indoor use only.
- The appliance must be positioned so that the plug is easily accessible.
- This air conditioner is intended for residential use, not for commercial or industrial purposes.
- Open space around the air conditioner should be at least 12 inches (30cm) to ensure airflow.
- Please keep the air inlet and air outlet clean and free from obstacles.
- During operation, close doors and windows to improve the cooling effect in the room.
- Please put the air conditioner on smooth and flat ground to avoid noise and vibration.
- Avoid direct sunlight exposure.

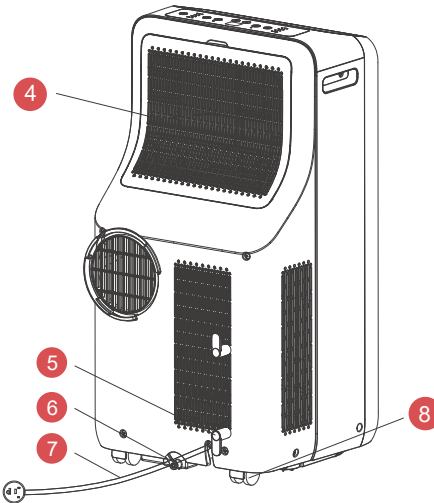


- Note:** The following locations or conditions may cause malfunction or damage to your air conditioner. Avoid running the air conditioner under the following conditions:●
- Near strong heat sources, vapors, flammable or explosive gas, or volatile objects spread in the air.
 - Around any high-frequency devices (such as welding machines or medical equipment.)
 - Any place with oil or oil fumes in the air.
 - Any place with a high concentration of sulfurated gas.

Parts Description



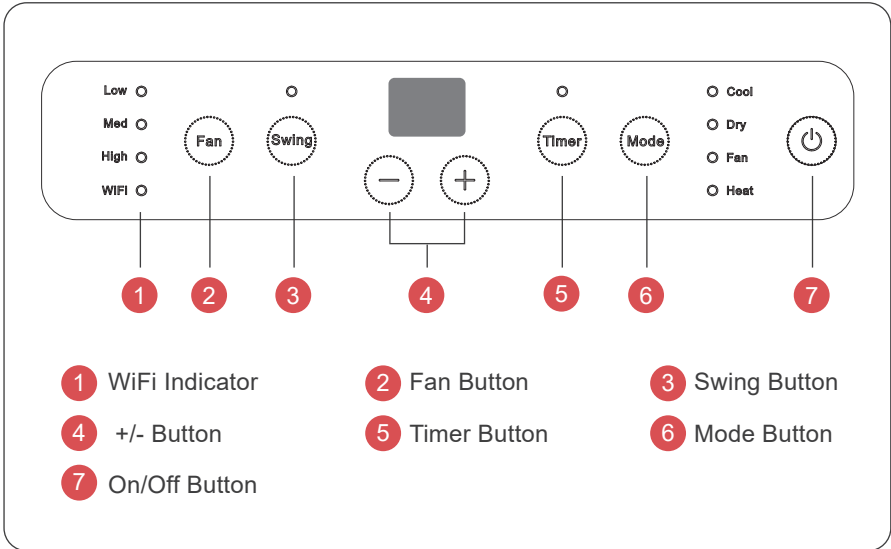
- 1 Control Panel
- 2 Airflow Louver
- 3 Handels
- 4 Filter
- 5 Power Cord Hooks
- 6 Manual Drainage Port
- 7 Power Cord
- 8 Wheels



Remote Control

Operation

Control Panel

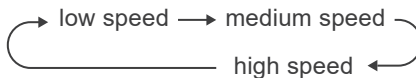


1 WiFi Indicator

Indicates whether or not the air conditioner is ready to connect WiFi.

2 Fan Button

Pressing this button will cycle the fan speed through one of 3 fan modes, as shown below:



3 Swing Button

Press this button and the airflow louver will swing up & down automatically. Press it again to turn off the swing function.

4 +/- Button

- Pressing this button will allow you to change the temperature setting.
- After pressing the timer button, the +/- buttons will adjust the timer setting from 0.5-24 hours in 0.5-hour increments. After the 10-hour mark, the +/- button will adjust the timer setting in 1-hour increments. It will take 5 seconds for the timer settings to be confirmed by the machine.

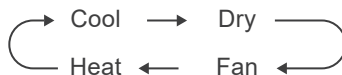
Note: This button is not valid under the dry or fan modes.

5 Timer Button

- When the unit is running, press this button to schedule when the unit will power off by using the +/- button to adjust the length of time before powering off.
- When the unit is not running, press this button to schedule when the unit will power on by using the +/- button to adjust the length of time before powering on.
- **Press the timer button to cancel timer mode and shut the timer indicator light off.**

6 Mode Button

Pressing this button will cycle through the following modes, as shown below:



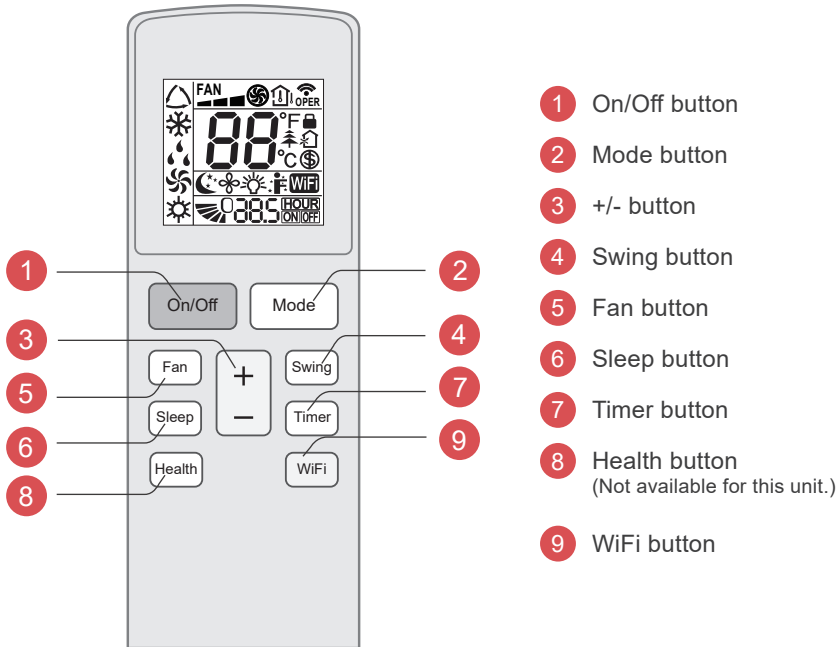
7 ON/OFF Button

Press to power the air conditioner **ON** or **OFF**.

Remote Control

The max range of the remote control is 25 feet with no obstacles or interference from other devices, such as wireless phones or fluorescent lamps.

The air conditioner will emit a beep sound if the signal from the remote has been received successfully.

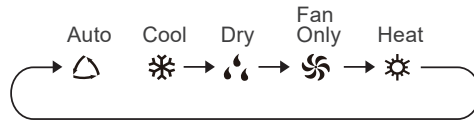


1 ON/OFF Button

Press to power the air conditioner **ON** or **OFF**.

2 Mode Button

Press this button to cycle through the following modes. A corresponding logo indicator on the left side of the remote will be shown.



- a. Auto mode: The air conditioner will adjust the fan speed automatically to maintain the set temperature. In this case, set temperature cannot be adjusted.
- b. Cool mode: Standard cooling mode. The set temperature and fan speed can both be adjusted.
- c. Dry mode: The unit will run on low speed for dehumidification. The fan speed cannot be adjusted.
- d. Fan Only mode: The air conditioner will not produce cool air, only blow air from the outside. The fan speed can be adjusted.
- e. Heat mode: The unit will produce warm air. The set temperature and fan speed can both be adjusted.

3 +/- Button

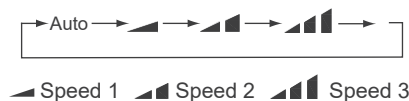
- Pressing the “+” or “-” button will increase/decrease the set temperature by 1°F. Holding the button for 2 seconds will cause the temperature to change rapidly. Release the button once your desired temperature is reached.
- After pressing the Timer button, each press of the +/- button will increase/ decrease the time by 0.5 hours. Holding the button for 2 seconds will cause the timer to change rapidly. Release the button once your desired time setting has been reached.

4 Swing Button

Press this button and the airflow louver will swing up & down automatically. Press it again to turn off the swing function.

5 Fan Button

Press this button to cycle through the Auto mode and 3 fan speeds (Low, Medium, High). Under auto fan speed, the air conditioner will automatically adjust the fan speed according to ambient temperature.



6 Sleep Button

Press this button to enter the sleep operation mode. While in sleep mode, you can use the Cool or Heat modes.

7 Timer Button

Press this button to activate the timer button. Use the +/- buttons to adjust the length of the timer before the unit powers off. The time setting range is 0.5-24 hours, in 0.5-hour increments. Press the timer button a second time to confirm the timer setting. If the characters on the display are blinking, you must press the Timer button again to confirm the timer setting. If you have confirmed a time setting, you can press this button again to cancel the timer mode.

8 Health Button

Not applicable to this unit.

9 WiFi Button

Press this button to turn on WIFI function. An icon will be shown on the screen. Press the button again to turn off this function.

With the remote powered off, press "MODE" and WiFi buttons simultaneously to reset WiFi to factory settings.

Combination Buttons

Light Function

Press and hold the "+" and "FAN" buttons simultaneously for 3 seconds to turn the lights on the air conditioner on or off. The default setting after being powered on is for the lights to be on.

Change Between °F and °C

With the remote powered off, press the Mode and "-" buttons simultaneously to switch between Fahrenheit and Celsius displays.

App Control

Install App

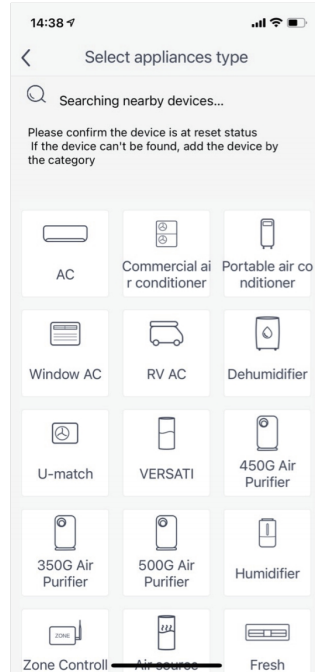
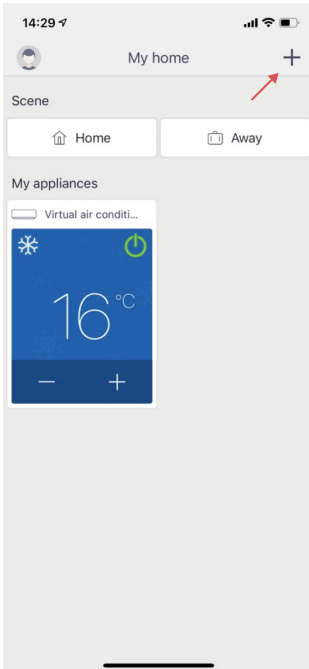
1. Scan the QR code or search for "GREE+" in the App Store or Google Play Store to download and install.
2. Open the "GREE+" App after installation. You can create a new account or log in with an existing account.



Note: Please allow the app to use your location, network and Bluetooth.

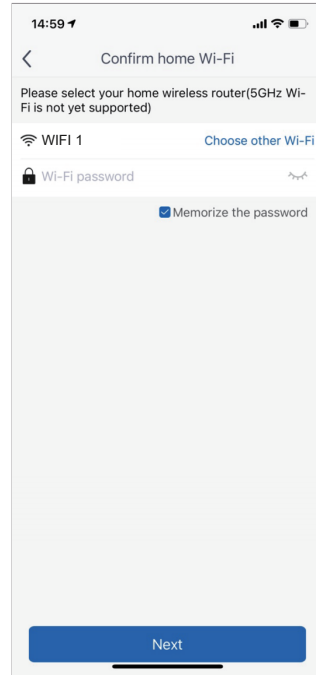
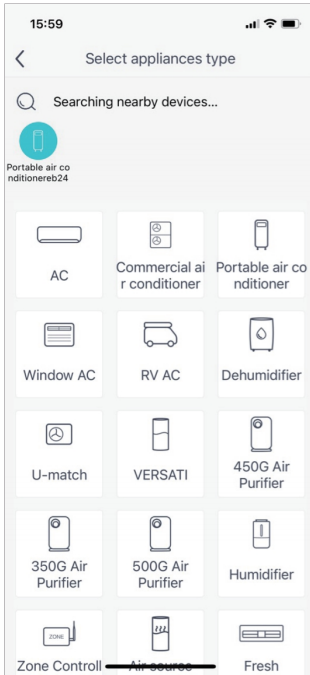
Add device

After successful login, you are at the "My Home" screen. Make sure that your smart phone's Wi-Fi and Bluetooth are turned on. Add a device by tapping the "+" button as shown in the picture. It automatically start searching for devices. Make sure the WiFi indicator is light on.

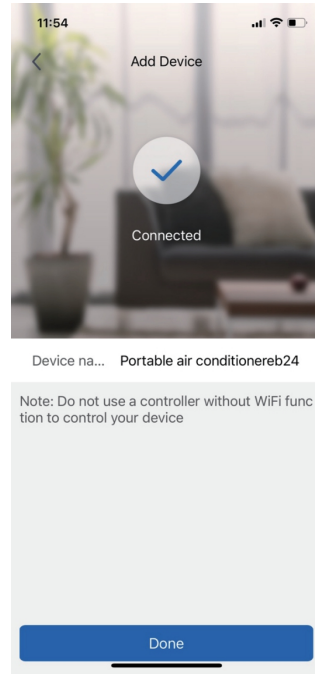
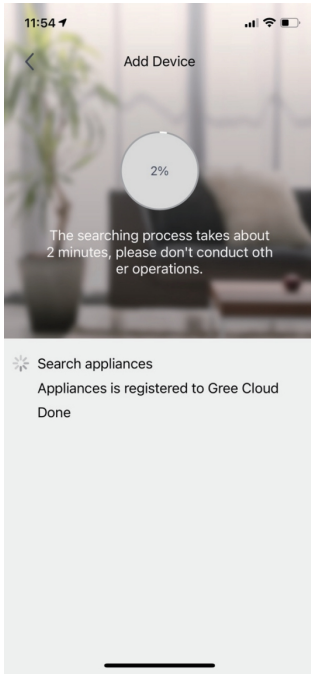


a. The available device icon will be displayed once discovered.

- (1) Tap the icon to enter the next step. Select your preferred Wi-Fi network (5GHz WiFi is not yet supported) , enter your WiFi password, then tap “Next” button.

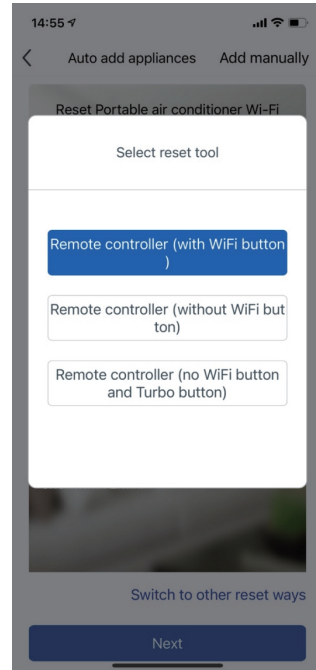
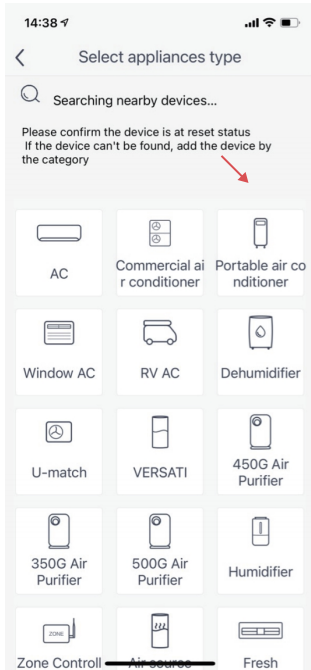


(2) The App will start to search for new devices. Wait for 2 minutes or until the device is connected. The Device name can be customized. Tap “Done”. Once the device is added successfully, you will return back to the “My home” page.

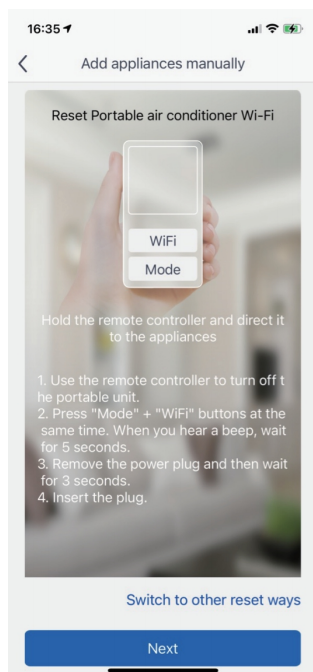
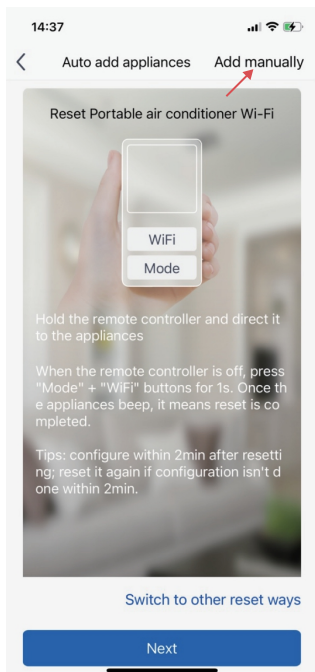


b. If no device is found, please manually add your device.

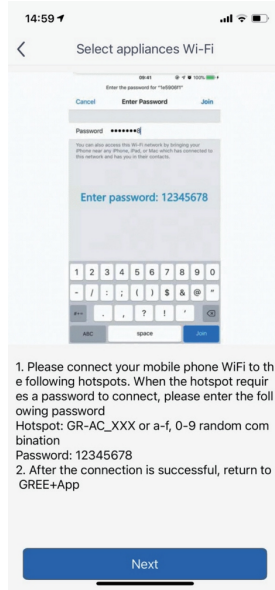
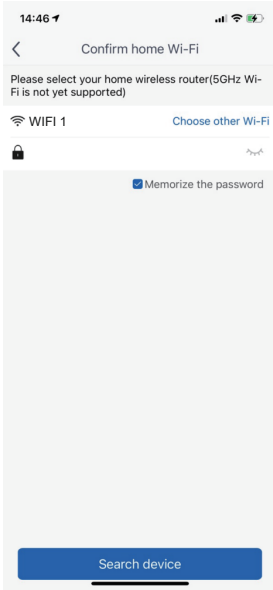
- (1) Tap the device category icon and follow the instruction to reset WiFi. For this model, Tap “Portable air conditioner” and then choose “Remote control (with WiFi button)”.



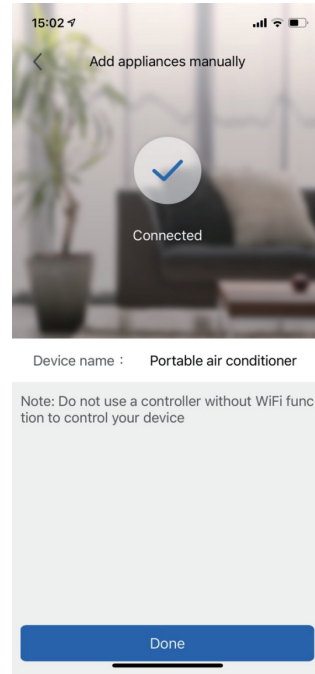
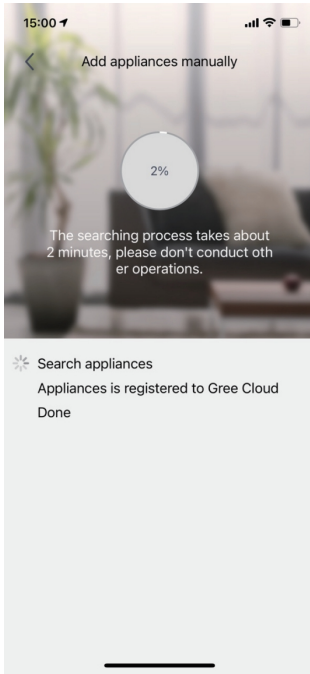
(2) Tap “Add manually” and follow the instructions. Hold the remote control and direct it to the device. With the remote control powered off, press the “Mode” and “WiFi” buttons simultaneously for 3 seconds. Once you hear a beep sound, wait for 5 seconds and then remove the power plug. After 3 seconds, insert the power plug. Tap “Next” to enter the next step.



(3) Select your preferred Wi-Fi network (5GHz WiFi is not yet supported) ,enter the password, then tap the “Search device” button. Tap “Next” to connect your mobile phone WiFi to the hotspot “GR-AC-XXXX”, the password is 12345678. When the connection is successful, return to the App.



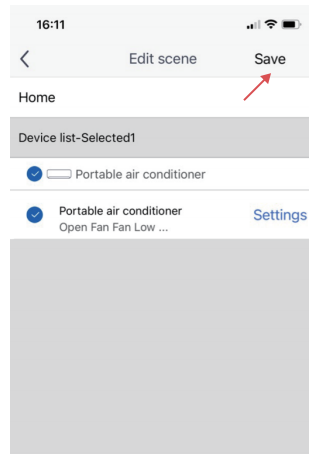
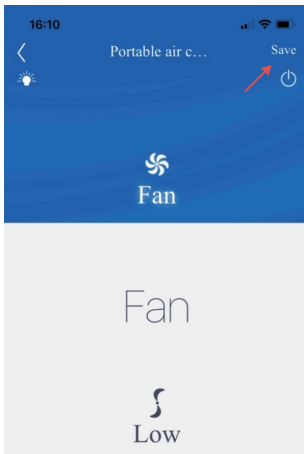
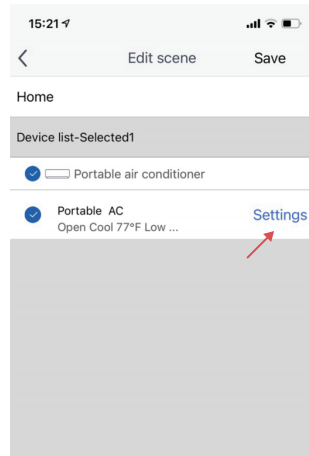
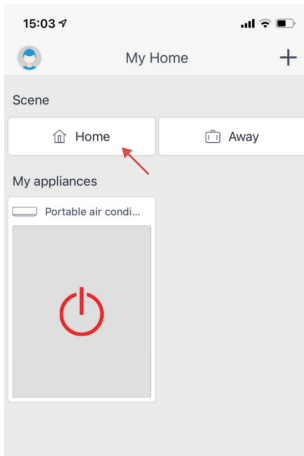
- (4) The App will start to search for devices. Wait for 2 minutes or until the device is connected. The device name can be customized. Tap “Done”. Once the device is added successfully, you will return to “My home” page.



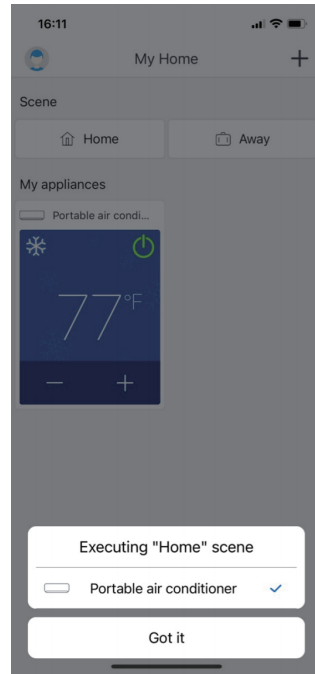
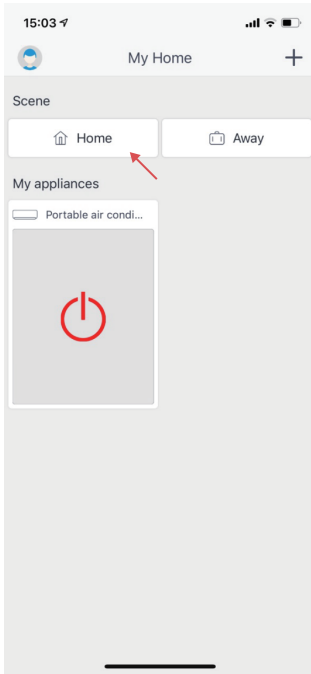
My Home

Scene

- This function allows you to activate all settings with one click. Home and Away are the two default scenes.
- Tap the scene button to edit your desired setting for the first use. Tap “Setting” to make your customizations then tap the “Save” button. The scene setting will be saved.

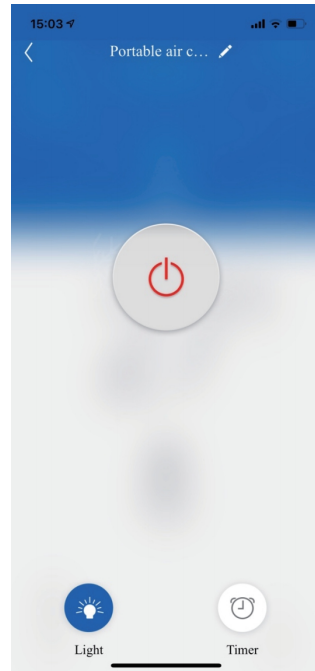
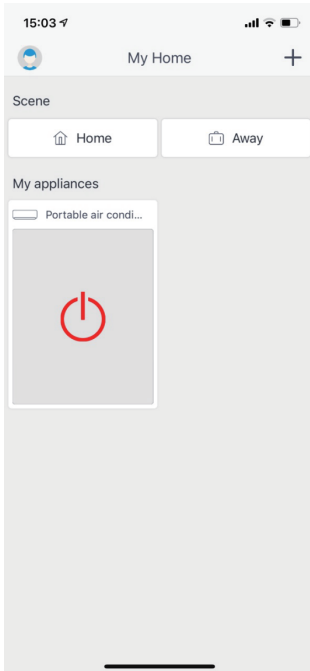


- If you want to execute the preset modes , tap the scene button. The APP will pop-up a window to tell the setting is done.

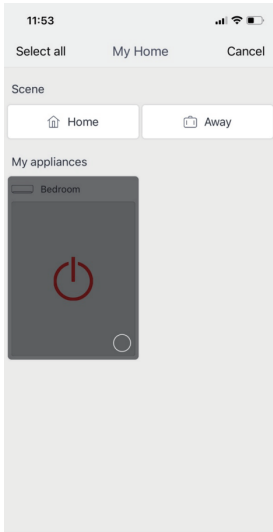


My appliances

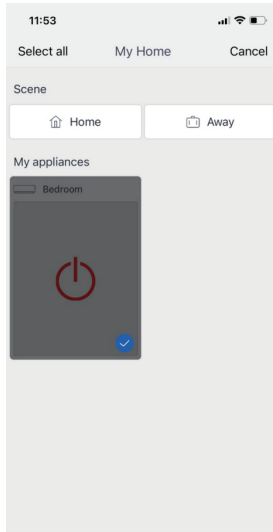
- This screen shows the real time status of all your Devices. Tap the appliance icon to start control. Tap the power button to turn on the air conditioner.



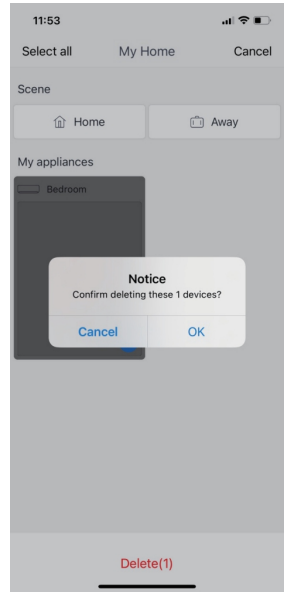
- Long press the appliance icon delete appliance. Choose the unwanted device and tap “Delete” then confirm.



Delete

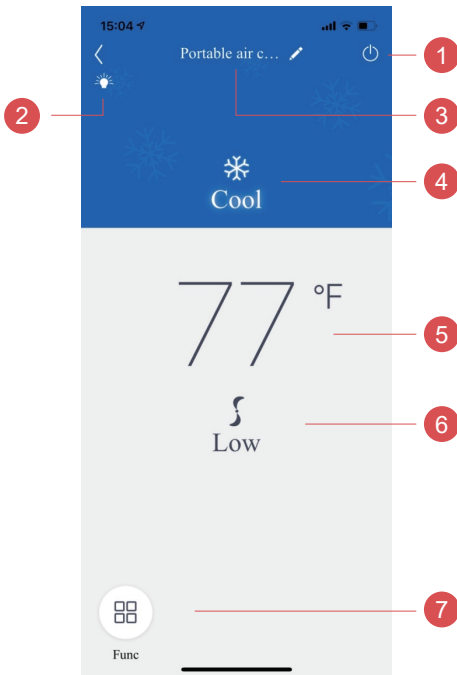


Delete(1)



Delete(1)

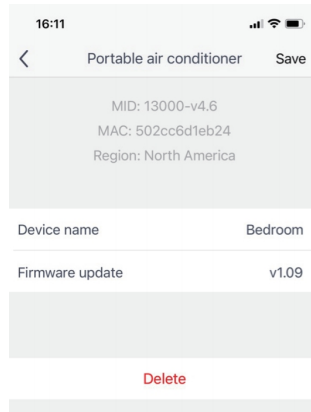
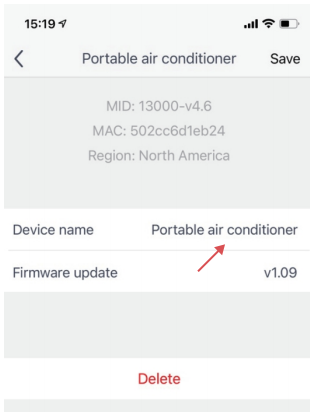
Functions



- 1 On/off
- 2 Other function icon
- 3 Device Name
- 4 Mode
- 5 Set Temperature
- 6 Fan Speed
- 7 Other functions

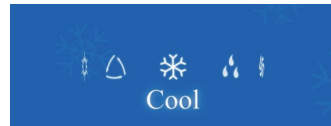
Change the device name

Press the pencil icon to edit the device name, then tap the “Save” button when complete.



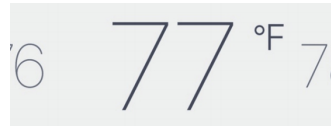
Mode setting

Slide the icon to choose mode: cool, dry, fan, heat, auto.



Temperature setting

Slide the temperature display to adjust the set temperature.



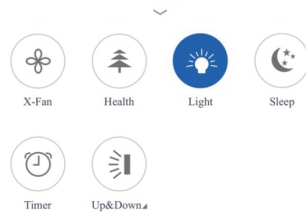
Fan setting

Slide the fan icon to set fan speed: auto, low, medium, high.

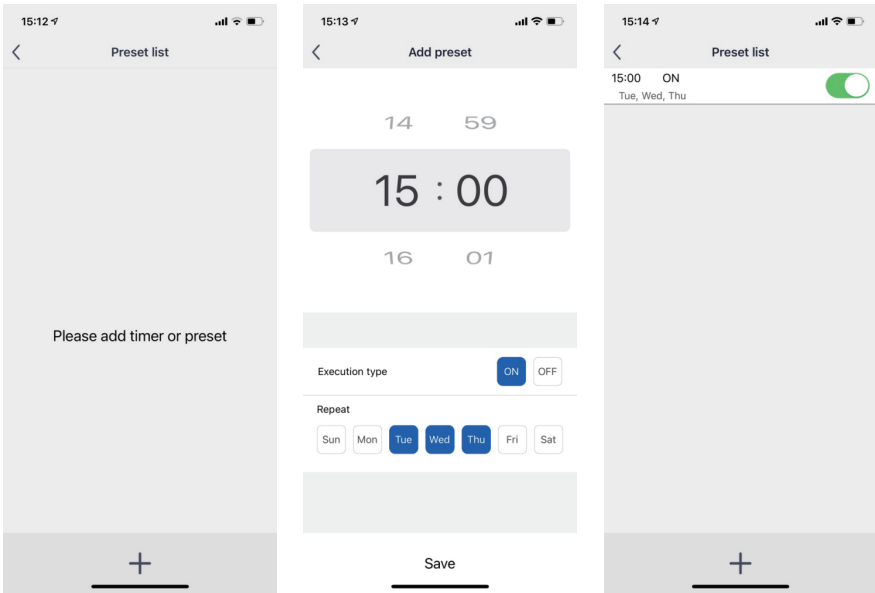


Other functions

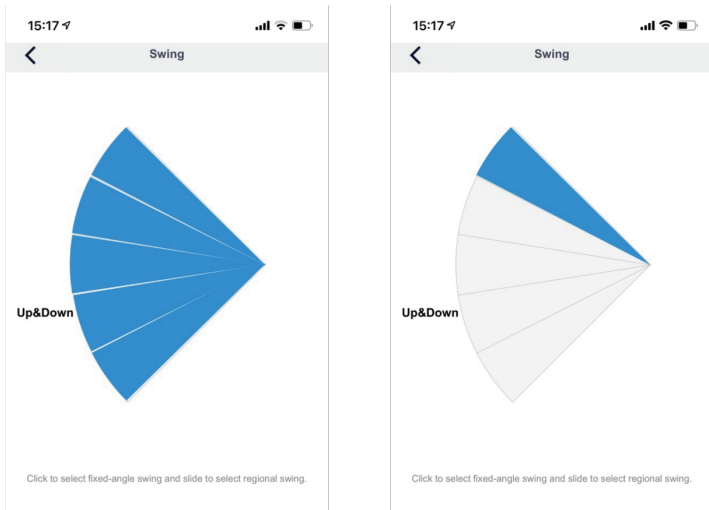
- X-Fan: Not available for this unit.
- Health: Not available for this unit.
- Light: Turn the light on the conditioner on or off.
- Sleep: Only available on Cool and Heat mode.



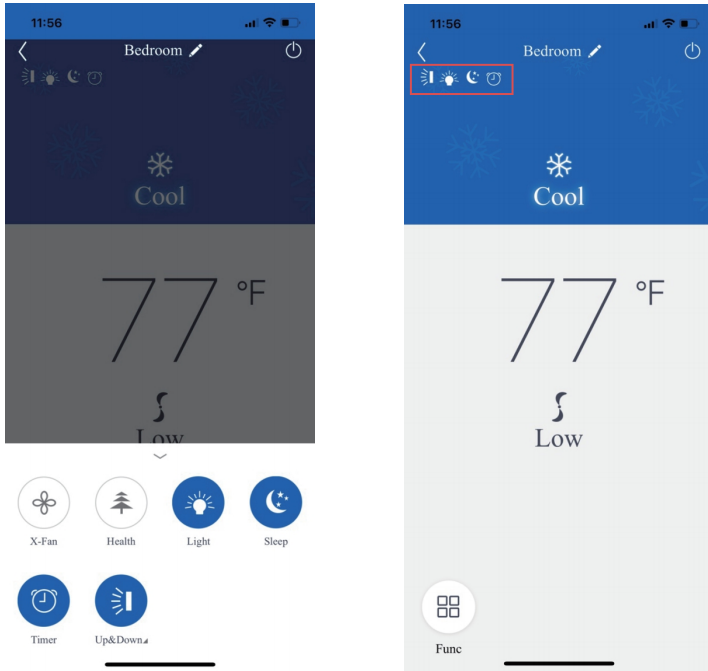
- **Timer:** Add a schedule by tapping the “+” button. Set the on/off time of your choice and tap the “Save” button. The new schedule will be saved. Toggle the slider to cancel the schedule. Repeat this step to set different timers.



- **Up&Down:** Tap to select fixed-angle swing or slide to select regional swing.



NOTE: The button will turn blue and the icon will be shown at the top when the function is applied. Tap the button again to cancel setting.



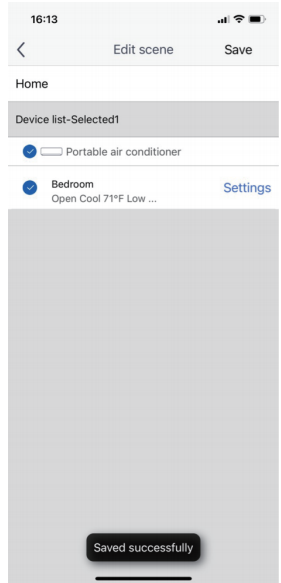
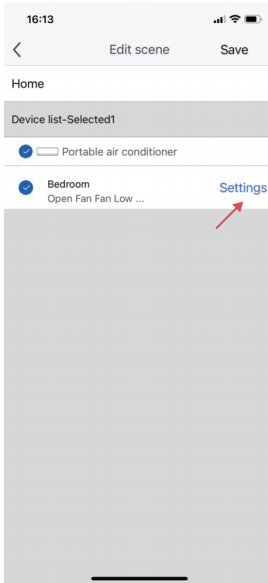
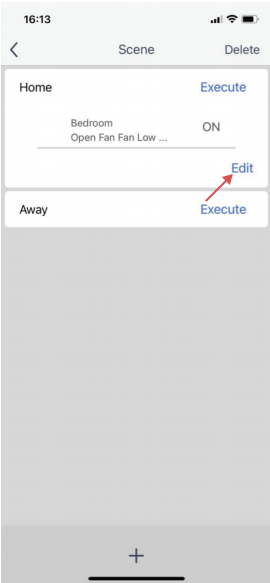
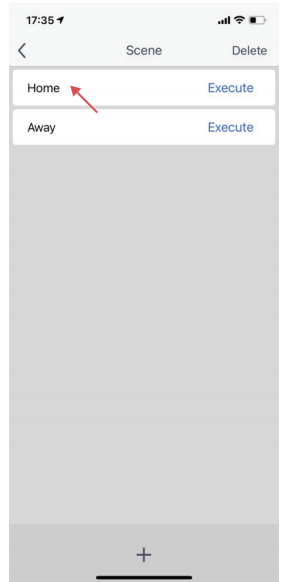
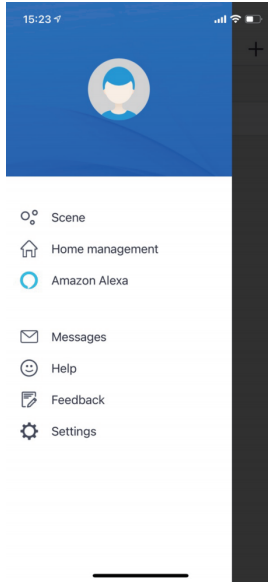
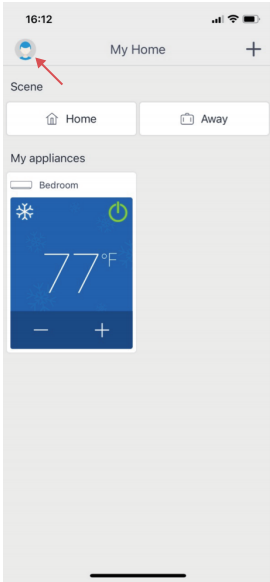
Device Management

Tap the user icon to enter device management.

Scene—Edit scene

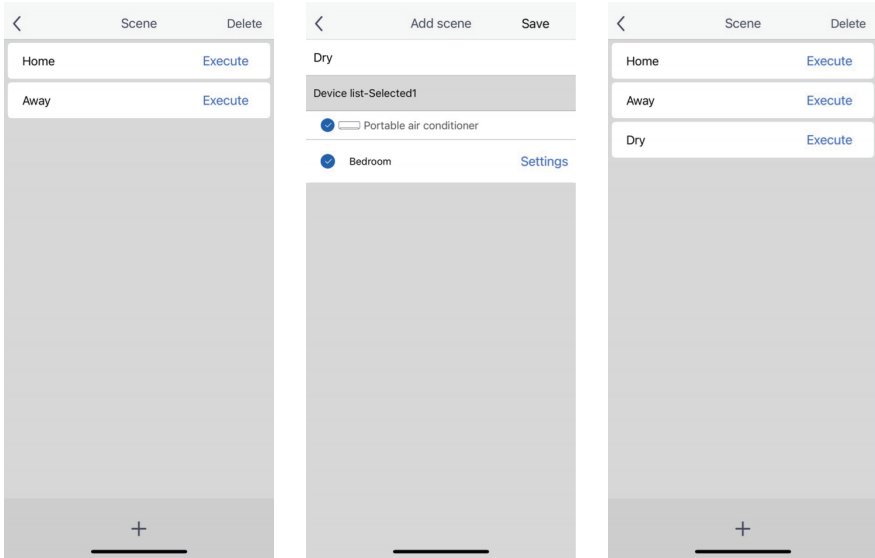
- Tap the scene name to manage the setting. The current setting will be shown. Press “Execute” to activate the scene immediately.
- Press “Edit” to adjust settings. Choose the device and tap “Settings”, after adjustments tap the “Save” button again. The scene setting will be saved.





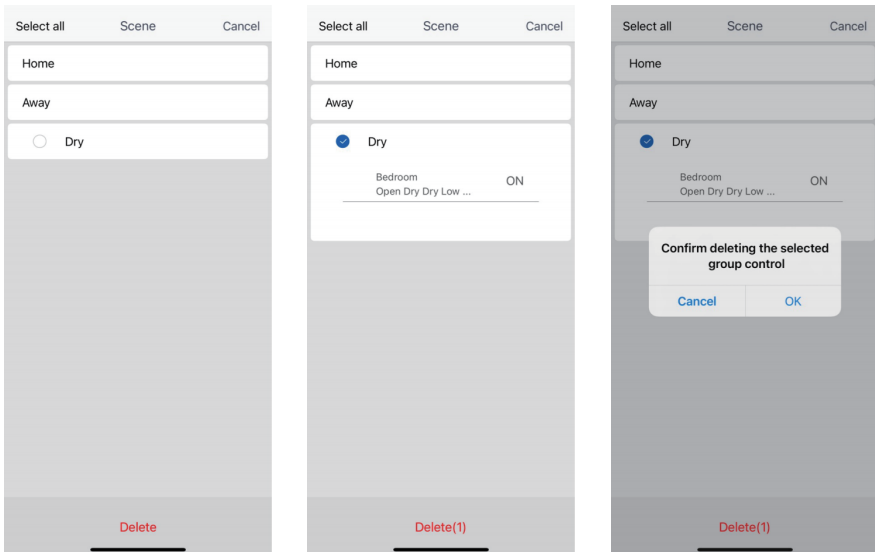
Scene—Add scene

Tap “+” to add a new scene. Customize the name and settings then save.



Scene—Delete scene

Tap “Delete” to delete scene. You can tap the scene name to see detailed settings. Choose the unwanted scene and tap “Delete” then confirm. Two default scenes can not be deleted.



Home management

You can invite family member to control all the devices in the Family. For more information, please refer to the instructions in App.

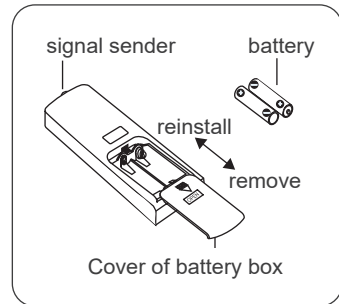
Amazon Alexa

You can use Amazon Echo series speakers to control your device. For more information, please refer to the instructions in App.

If you have problems, please refer to "Help" in App or contact our support team.

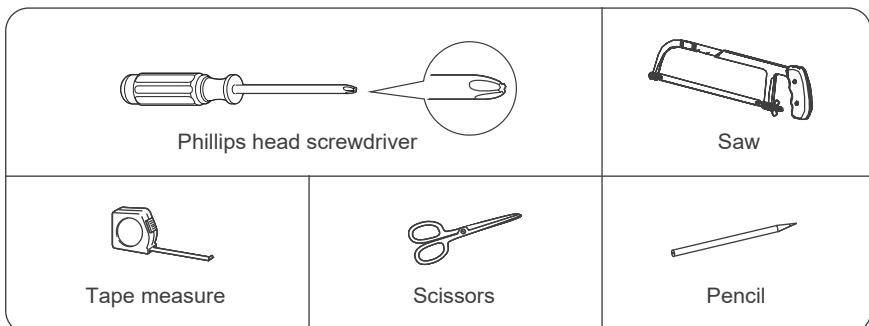
Replacing the Batteries

1. Press the back side of the remote control battery cover and slide out following the engraved arrow.
2. Replace with two new AAA(1.5V) batteries (not included) of the same make and model. Make sure the polarities (+ & -) are aligned correctly.
3. Reinstall the battery cover box.




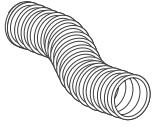
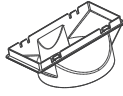
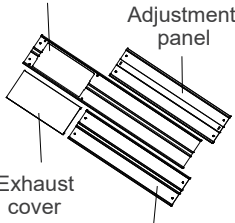
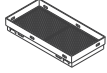


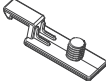

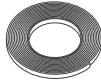

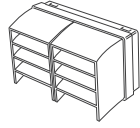
Installation

Tools Required





Parts List

Accessory kit for window installation

 <p>Joint</p>	 <p>Exhaust Hose</p>	 <p>Rear Clip</p>	 <p>Window panel Adjustment panel Exhaust cover Extension panel</p>	
 <p>Insect Guard</p>	 <p>Screw x 4pcs</p>	 <p>Mounting Plate x 2pcs</p>		
 <p>Fixed Clip x 2pcs</p>	 <p>Bracket</p>	 <p>Foam Seal A (non adhesive)</p>	 <p>Foam Seal B (adhesive type)</p>	 <p>Rain Guard x 2pcs</p>

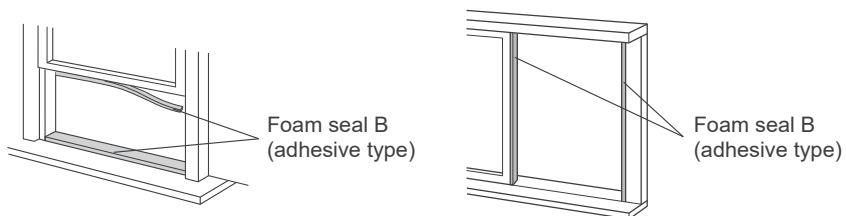
Others

 <p>Remote Control</p>	 <p>Power Cord Hook x2pcs</p>
--	---

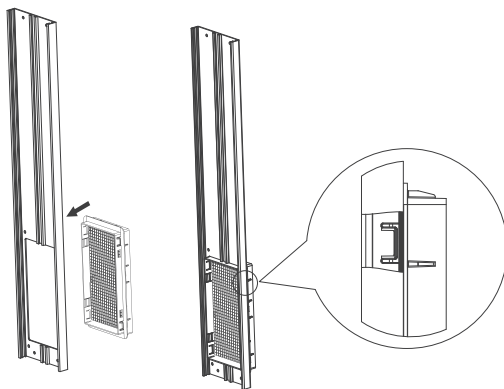
Installing Your AC

Here are the detailed instructions for installing the window panel into sliding sash or hung windows. For certain windows, such as a casement window, you will need to improvise several steps of the installation as each specific window will be different.

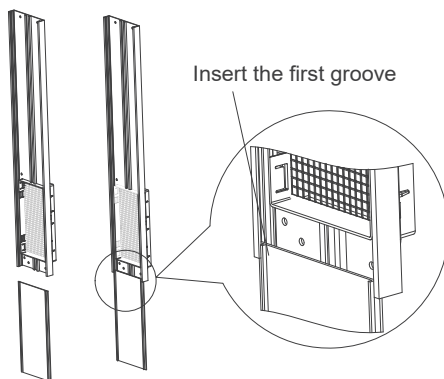
1. Cut the Foam seal B (adhesive type) to the proper length and attach it to your horizontal (or vertical) sliding window.



2. Attach the Insect Guard to the back side of the window panel. Push in to ensure that it fits securely.



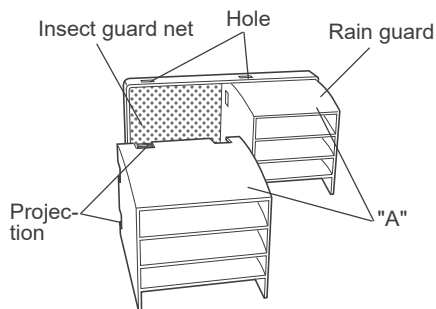
3. Slide the Exhaust Cover into the grooves of the Window Panel. If you do not want to install the Rain Guard, skip to Step 5 below.



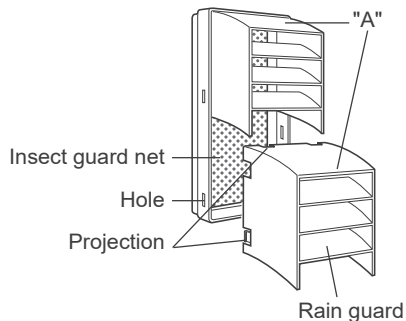
4. Optional: Install the Rain Guard over the Insect Guard to prevent rainwater from leaking into the exhaust hose.

a. Insert the three projections on each Rain Guard into the holes in the Insect Guard. Side "A" should be at the top, as indicated in the diagram below.

Double-hung sash window

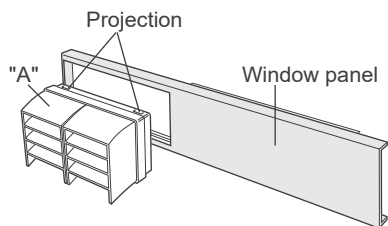


Sliding sash window

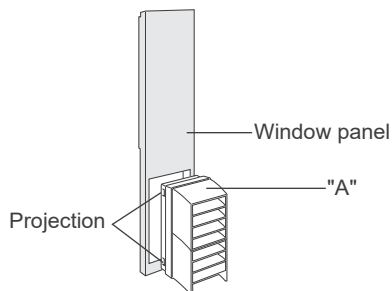


b. Insert the insect guard firmly to ensure that the four projections fit into the holes of the window panel. Make sure that Side A is on the top.

Double-hung sash window



Sliding sash window

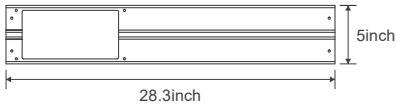


5. Installing the Window Panel(s)

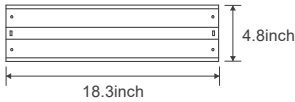
This window installation kit comes with 3 panels to adjust to your exact window size. You may not need to use all three panels. To begin, please refer to the guide below:

- If your window is less than 28 inches long you only need the window panel. You may need to saw off part of the window panel if your window is smaller than the window panel length.
- If your window is 28 to 46 inches long, you will need the window and adjustment panel. You will not need the extension panel.
- If your window is 46 to 62 inches long, you will need all three panels.
- Last, if your window is longer than 62 inches, you will need all three panels and then need to improvise to fill the remaining gap.

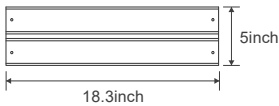
1 Window panel (cut if necessary)



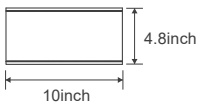
2 Adjustment panel



3 Extension panel

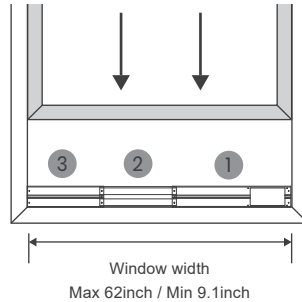


4 Exhaust cover

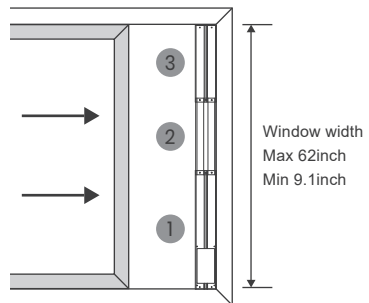


You can slide the exhaust cover to cover the hole of the window panel when the exhaust hose is removed.

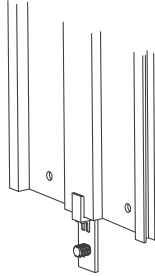
Vertical Sliding Window



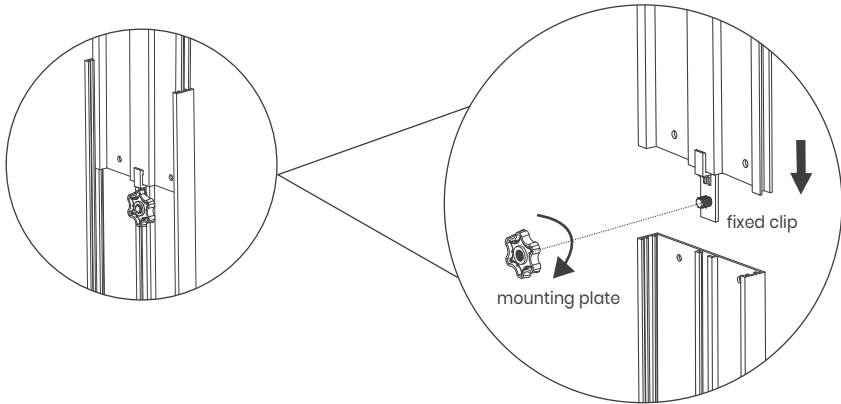
Horizontal Sliding Window



- a. Find the adjustment panel (with two grooves on each end), and a Fixed Clip and Mounting Plate.
- b. Insert the fixed clip into the groove of the adjustment panel.

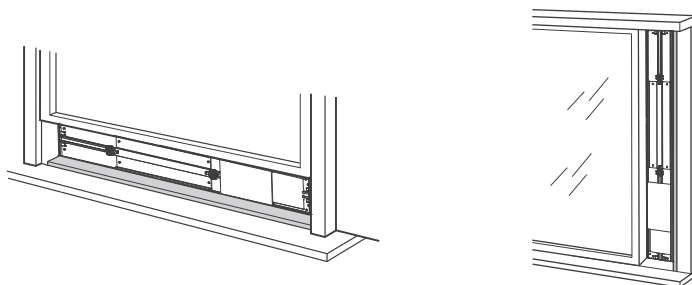


- c. Slide the fixed clip into the groove of the window panel and slide the fixed clip until there is no gap between the two panels.
- d. Screw the mounting plate into the fixed clip to secure the panels together once it is at the length of your window.

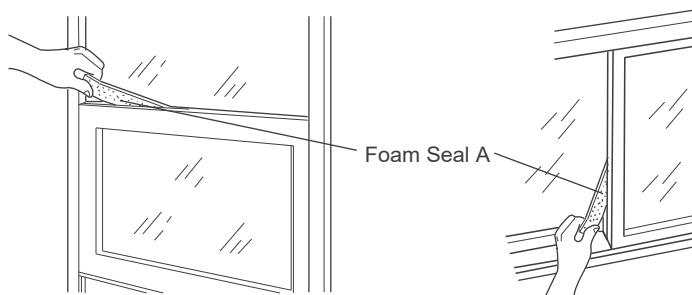


- e. If needed, follow the above steps to connect the other side of the adjustment panel to the extension panel. The total length of the panels will reach 62 inches. If your window is longer than 62 inches, you will need to improvise to fill in the gap.

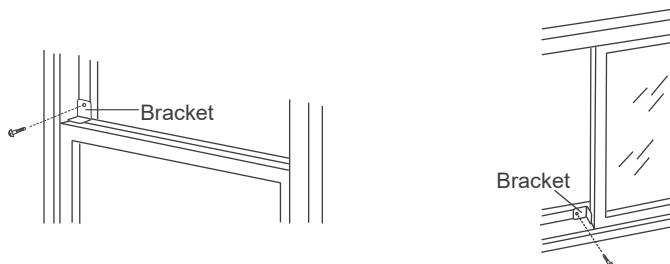
6. Insert the window panel into the window sill and close the window securely against the Window panel.



7. Stuff Foam Seal A (non adhesive) between the glass and the window to prevent air and insects from getting into the room.



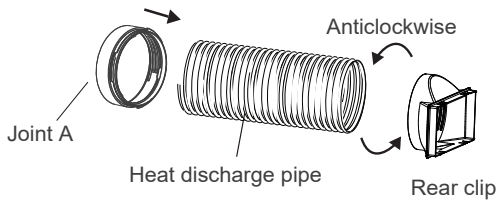
8. Optional: Attach a bracket to the window frame with a screw to prevent any gaps from opening up.



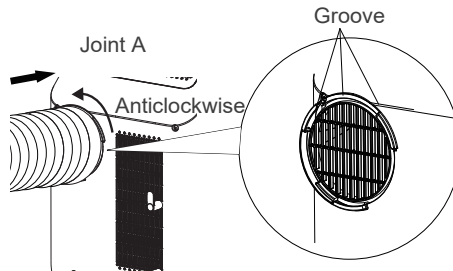
Installing the Exhaust Hose

Please note that the exhaust hose is **REQUIRED** to use for this portable air conditioner. This TOSOT portable air conditioner (like all air conditioners) must produce heat as a byproduct of producing cool air. If you don't connect the exhaust hose your unit will exhaust this hot air into the room you are trying to cool. That won't work very well.

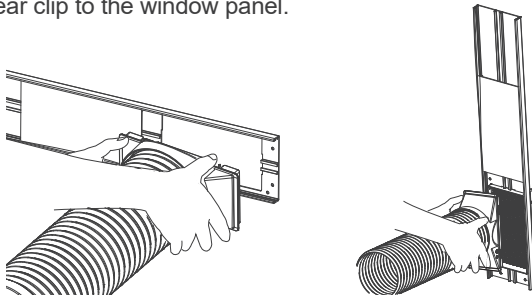
1) Twist the Joint and Rear clip anticlockwise onto the exhaust hose.



2) Rotate the Joint A with counter anticlockwise into the groove on the back of the unit and extend the exhaust hose.

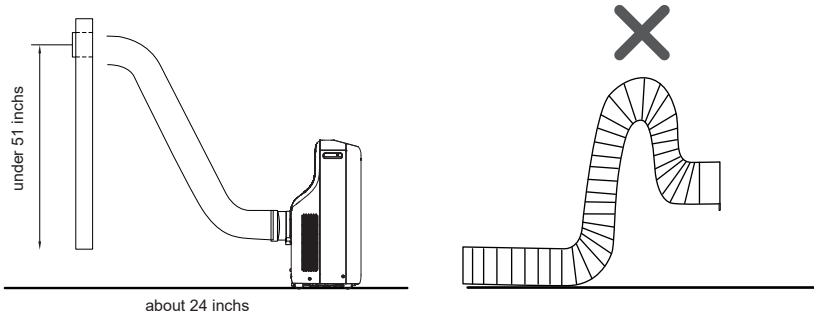


3) Attach the Rear clip to the window panel.



Tips:

In order to improve the cooling efficiency of your air conditioner, the exhaust hose should be as short and direct as possible. Our suggested configuration is shown below.

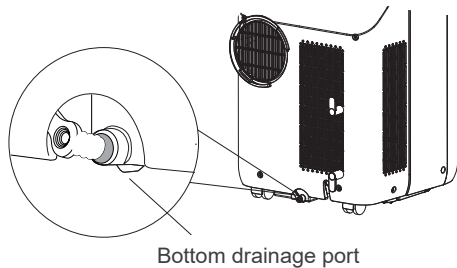


Removing Collected Water

TOSOT portable air conditioner comes with an auto-evaporation system. The unit automatically evaporates condensation. There is no need to empty the water except in humid conditions. It is recommended to use the bottom drainage port to drain water during Heat mode.

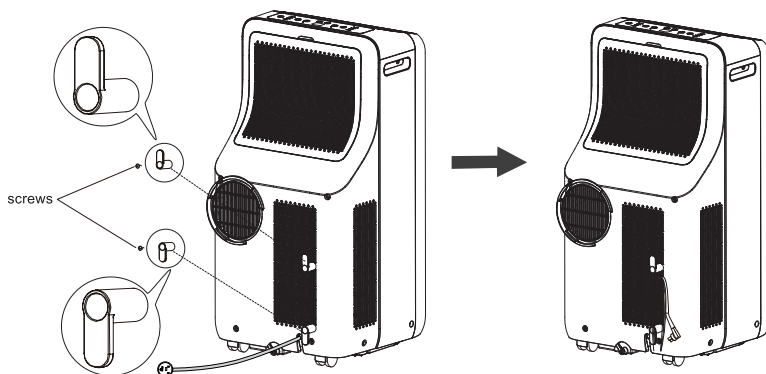
When it is filled with water, the display panel will show an H8 malfunction code to remind you to drain the water. For manual drainage, you will need to:

1. Move the unit to a suitable place for discharging water. Please keep the unit horizontal so water does not spill.
2. Remove the rubber plug from the drainage port and the collected water will drain.



Installing the Power Cord Hooks

Attach the two power cord hooks on the back of the unit using the included screws and wrap the power cord around the power cord hooks when not in use.



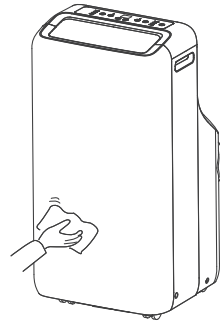
Cleaning and Maintenance

Precautions

- Before cleaning the air conditioner, please turn off the unit and disconnect power. Otherwise, it may cause electric shock.
- Do not wash the air conditioner with water. Otherwise, it may cause electric shock.
- Do not use volatile liquid (such as thinner or gas) to clean the air conditioner. Otherwise, it may damage the appearance of the air conditioner.
- Do not use liquid or corrosive detergent, clean the appliance and do not splash water or other liquid onto it, otherwise, it may damage the plastic components, even causing electric shock.

Cleaning outer case

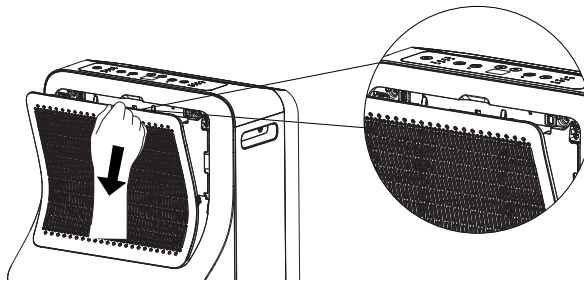
If there's dust on the surface of the outer case, please use a soft cloth to wipe it. You might need to use mild detergent to do the cleaning.



Cleaning the filter

1. Remove the filter

Press the clasp at the back of the unit and then remove the filter.

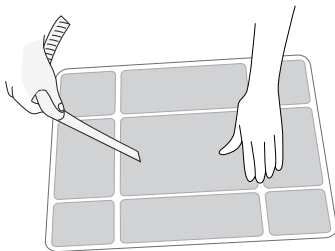


2. Clean the filter

After removing, use the dust attachment of your vacuum to suck up any dirt or warm water mixed with a mild detergent. A soft bristle brush may help remove some dirt if needed.

3. Reinstall the filter

After the filter has dried completely, reinstall back into the air conditioner.



Notes:

- Clean the filter at least every three months.
- Do not touch the metal fins in the air conditioner after removing the filter as they may cause personal injury.
- Do not attempt to dry the filter with a hairdryer or other heating elements as this may deform or ignite the filter.
- Do not operate the air conditioner if the air filter is missing.

Maintenance Checklists

Offseason checklist

1. Make sure there's no accumulated water in the chassis. For detailed instruction, please refer to the "Removing Collected Water" part on page 36.
2. The exhaust hose is disassembled.
3. Pull out the plug and wrap the power cord.
4. Clean the outer case and filter, then pack it well to prevent dust.

Postseason checklist

1. Check whether air inlets and air outlets are blocked.
2. Check whether plug and socket are in good condition.
3. Check whether the filter is clean.
4. Check whether batteries are installed in the remote control.
5. Check whether the joint, window bracket and exhaust hose are installed tightly.
6. Check whether the exhaust hose is damaged.

Troubleshooting

Issues	Self check	Possible solutions
Air conditioner can't operate	Whether the unit is restarted up after stopping immediately?	The unit is experiencing the 3-Minute Compressor Protection. Wait for 3min, and then turn on the unit again. For a detailed explanation, please refer to the answers below the diagram.
	Is plug loose?	Reinsert the plug.
	Power failure?	Wait after power recovery.
Poor cooling (heating)	Is the power too low?	Wait after voltage is resumed.
	Whether the air filter is too dirty?	Clean the air filter.
	Whether the set temperature is proper?	Adjust the temperature.

Issues	Self check	Possible solutions
Poor cooling (heating)	Whether door and window are closed?	Close door and window.
No air blowed out from the air conditioner	Whether air outlet or air inlet is blocked?	Remove the obstructions and clean the filter.
	Under heating mode, whether indoor temperature has reached the set temperature?	The unit will stop blowing after reaching set temperature.
	Whether heating mode is started up just now?	In order to prevent cold air, the unit will delay for a while before starting up, which is normal.
	Whether evaporator is defrosted? (observe it by pulling out the filter)	After defrosting is finished, it will resume operation.
Air conditioner can't receive signals from remote control or remote control is not sensible.	Whether the unit is interfered seriously (such as static pressure, unstable voltage)?	Please pull out the plug. Insert the plug after about 3min, and then turn on the unit.
	Whether remote control is within the receiving range?	The receiving range of remote control is 25 feet. Do not exceed this range.
	Whether it's blocked by obstacles?	Remove the obstacles.
	Is sensitivity of remote control low?	Check the batteries of the remote control. If the power is low, please replace the batteries.
	Whether there's a fluorescence lamp in the room?	Move the remote control close to the air conditioner.
Set temperature cannot be adjusted	Is the unit in auto mode?	Temp cannot be adjusted in auto mode
	Your desired temperature exceeds the AC range	Temp set range is 61-86°F

Issues	Self check	Possible solutions
Air blowing from the air conditioner has a weird smell	Check if the source of the odor is somewhere in the room	Remove the source of the odor and clean the filter
Abnormal sound during operation, such as water flowing	Has the unit just been turned on or off?	The flowing water sound is the refrigerant inside the air conditioner, which is completely normal
Abnormal sound during operation, such as a rapid “pop-pop” sound	Has the unit just been turned on or off?	Changing temperature can cause the panel to shrink or expand, causing friction

What is 3-Minute Compressor Protection?

All TOSOT Air Conditioners have a 3-Minute Compressor Protection feature to help extend the lifespan of your unit. You may notice this happening when the unit is not blowing cold air or you can't hear the sound of the compressor. Below are some situations where the 3-Minute Protection Mode will be activated:

- A. Your unit just experienced a power outage. The compressor will restart again after 3 minutes.
- B. After you switch from the fan or dry mode to the cooling mode, there is a 3-minute delay before the compressor starts up.
- C. If the unit is powered on, then powered off, then powered on again within a 3-minute period, there will be a 3-minute delay before the compressor starts again.
- D. If the ambient room temperature is lower than the set temperature on your control panel, the compressor will power off for 3 minutes and restart once the ambient room temperature rises above the set temperature again.



Malfunction Codes

Error code	Possible causes	Trouble shooting
F1, F2, F4, E6, L3, PU, PL, PH	Please contact the manufacturer for help.	Please contact the manufacture or help.
H3, E8	Overload malfunction	<ol style="list-style-type: none"> 1. Check if the unit is under a high-temperature and high-humidity environment; restart the unit after the ambient temperature drops to 95°F (35°C) below. 2. Check if the evaporator and condenser are blocked. If the malfunction codes still occur, please contact the manufacturer for help.
H8	Chassis is full of water	Please refer to the "Removing Collected Water" section above. If "H8" still exists, please contact the manufacturer.

If you notice or experience any of the following conditions, please turn off the air conditioner, disconnect from power, discontinue use, and contact support immediately.

- The power cord is overheating or otherwise damaged
- Abnormal sound during operation
- A strange odor is emitted from the unit
- Excessive water leakage the unit

Do not attempt to repair or retrofit the air conditioner by yourself. All repairs must be performed by qualified individuals.

Warranty & Customer Support

Warranty Information

1. 1-Year warranty:

TOSOT Portable Air Conditioner comes with a 1-year warranty from the date of purchase.

This warranty covers manufacturing and material defects. Please visit <https://tosotdirect.com/warranty> for more details.

2. Additional 6-Month warranty extension:

You can get a 6-month warranty extension by registering your new product at www.tosotdirect.com/extend.

Customer Support

Questions? We are here to help

✉ support@tosotdirect.com

🌐 www.tosotdirect.com



Share your experience



@tosotdirect