HVAC Maintenance: Get Your Ducts in a Row

**HVAC** = Heating, Ventilation and Air Conditioning

---

### Don’t Get Burned

**WARNING SIGNS OF POTENTIAL PROBLEMS**

- Take note if your **ENERGY BILL** goes up without increased use.
- Clunking, knocking or other sounds.
- Certain areas of the home are **HOTTER** or **COOLER** than others.
- HVAC breaker keeps tripping.
- If your furnace is more than 15 years old...
- If your air conditioner is more than 10 years old...

**IT MAY BE TIME FOR A REPLACEMENT**

---

### Keep Your Cool

**UPKEEP AND MAINTENANCE**

- Make sure all **FUEL-BURNING** heating equipment is vented to the outside without **OBSTRUCTION**.
- Replace the HVAC air filter at least every **90 DAYS**.
- Keep intake and output vents clean and **CLEAR OF DEBRIS AND DUST**.
- Have your heating and air conditioning systems **INSPECTED** by a qualified service professional at least **ONCE A YEAR** to make sure they are running at optimal efficiency and to diagnose any potential problems.
- Some heating appliances may produce **carbon monoxide (CO)**, a **POISONOUS GAS** that is tasteless, colorless, and odorless. Protect your home with CO alarms and **TEST** them **MONTHLY** to ensure they are working properly.

---

**All repairs should be performed by a certified HVAC technician.**

**#1 HVAC systems use the most household energy.**

**Visit [www.esfi.org](http://www.esfi.org) for tips on how to use portable heaters and air conditioning units safely.**

---

*NATIONAL ELECTRICAL SAFETY MONTH 2015* • [ESFI.ORG](http://www.esfi.org)