



STEP 1: Make sure the unit is unplugged and turned off. Remove the two Phillips head screws securing the exhaust grille, these can remain in the grille. Swing the grille open, remove and set aside.

STEP 2: Unpack the HEPA or ULPA filter. Take care not to drop the filter cell or touch the filter media. These filters are very fragile and any tears or abrasions could render the filter unusable and would need to be repaired or replaced. **The new filter may have plastic guards protecting the gel. Remove and discard the guards prior to the next step.**



STEP 4: The HEPA filter is installed by grasping the sides of the filter frame and placing the filter cell into the housing. The gel, upstream area goes in first and will create the required seal when the filter clamps are fully tightened.



STEP 1A: If your unit is equipped with a UV light, install the light by inserting the lamp fixture into the factory installed lamp base and pulling it into place. **Skip to Step 2 if your unit doesn't have a lamp.**

Before proceeding to Step 2, test the UV lamp by plugging in the Guardiair, and turning it on. A blue light should be visible. Confirm, then turn off and unplug the Guardiair.

STEP 3: Loosen the filter clamps held in place with a #10 Allen screw and allow them to swing into a vertical position. Visually align the filter. Using the filter clamp mounts as a guide, the filter cell should have equal (approximately 1/8") distances between these and the filter.



Clamp 90° Rotation



Clamp loose

STEP 5: With filter aligned, gently push filter into position until seated against frame. Rotate clamps back to 90 degrees then sequentially tighten the filter clamps. Beginning in one corner, tighten the clamp enough to just make contact with the filter.

Continue to tighten the remaining screws to this level, rotating clockwise around the filter cell. When you reach the first screw, increase the pressure on the clamp by about 1—1½ turns, continue tightening the remaining screws, again in a clockwise rotation.



Repeat this process 3 or 4 times until the clamps are in a position nearly parallel to the face of the filter. **DO NOT OVER TIGHTEN THE CLAMPS.** If the clamps are over tightened the gel could be damaged and the filter seal may leak.



STEP 6: Reattach the grille and secure with the two removed Phillips head screws. Plug the Guardiair in and turn the unit on. Adjust the speed control as necessary to achieve desired air flow.