

# **CLEAN & REPLACE AIR FILTERS**

Replacing dirty air filters not only helps prevent unwanted dust and pollen from entering your commercial facility but also aids airflow and increases your system's efficiency. A more efficient system consumes less energy—thus, keeping energy bills minimized.

## **CLEAN DUCTS**

Overtime, HVAC ductwork naturally collects dust and can grow filthy, especially in high-traffic buildings. If you've noticed increased dust in your commercial facility or even frequent allergy symptoms, it may be time to clean your ductwork. Clear duct paths allow for better airflow and, therefore, a more comfortable building.

#### **CLEAN COILS**

Dirty condenser and evaporator coils can not only inhibit your unit from cooling effectively but can also lead to costly repairs. Having a professional, like a M3 Service technician, come out to clean your coils annually can help ensure your unit is operating efficiently.

### **SEAL ANY LEAKS**

Energy Star, a joint program of the Environmental Protection Agency (EPA) and the Department of Energy (DOE), states that leaky ducts can reduce HVAC system efficiency by as much as 20%. Sealing and insulating ducts increases efficiency, lowers your energy bills, and can often pay for itself in energy savings. Sealing system leaks should only be performed by a professional like an M3 Service technician.

#### CONSIDER INSTALLING A PROGRAMMABLE THERMOSTAT

A programmable thermostat enables property managers and commercial facility owners to set temperatures ahead of time, ensuring comfortable temperatures during peak building occupancy hours and reduced energy expenditure during vacant hours.