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# Installing Air Conditioning Unit

## Before Purchase or Installation

- Calculate the size of room to be cooled so that you buy an AC unit with enough capacity.
- Obtain permission for installation from building management.
- Make sure that electrical service is adequate. AC units should have dedicated outlets.
- Ensure that the window and frame where the unit will be installed are in good condition.

## Installation Guidelines

- Follow the manufacturer's instructions.
- Make sure the unit is installed securely. Support the unit from underneath, or firmly fasten it from inside with angles. You may use metal brackets, mounting rails, etc.
- Supporting metal brackets, interior angles, etc. should be structurally fastened to the building and must be strong enough for the size and weight of the AC unit.

- Objects or shims used to adjust the position of the AC unit must have an independent source of fastening or attachment.
- Secure leveling objects to prevent movement and shifting due to vibrations from the AC unit, wind and other weather conditions.
- Install the AC unit so it remains in place when the window is opened, or affix it so that the window can't be opened accidentally.
- Tilt the unit slightly to provide water drainage, but don't over tilt.
- Do not use loose objects - such as wood blocking, bricks, telephone books, gypsum board or cans - to support the leveling of the AC unit.
- Do not place anything (TV antennae, satellite dishes, plants, etc.) on top of the AC unit.
- Do not block fire escape windows or other exits with the AC unit.
- Install the Ice Corral according to specification

### Permits

A work permit or equipment use permit is generally not required to install a common window AC unit, unless the unit exceeds three tons/36,000 BTU/hr.

For more information, see the NYC Building Code.

### Maintenance

It is important to periodically check on the position of the AC and the condition of the window frame to make sure that the AC remains supported and secure.