

# INSTALLATION MANUAL



## PORTABLE AIR CONDITIONER

Model: CH-M12K6B

For proper operation, please read and keep this manual carefully.

Designed by Cooper&Hunter International Corporation, Oregon, USA  
[www.cooperandhunter.com](http://www.cooperandhunter.com)

# Content

## Operation Notices

Operation Environment .....	1
Safety Warning .....	2
Part's Name .....	3

## Installation Notice

Installation Precaution .....	4
Preparation before Installation .....	5

## Installation

Install Wire Hook .....	6
Removing Collected Water .....	7
Installation in a double-hung sash window(Optional).....	10
Installation in a sliding sash window(Optional).....	13
Installation and Disassembly of Heat Discharge Pipe .....	16

## Attached Sheet

Operation Test .....	19
Electric Schematic Diagram .....	20

This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety.

Children should be supervised to ensure that they do not play with the appliance.



This marking indicates that this product should not be disposed with other household wastes throughout the EU. To prevent possible harm to the environment or human health from uncontrolled waste disposal, recycle it responsibly to promote the sustainable reuse of material resources. To return your used device, please use the return and collection systems or contact the retailer where the product was purchased. They can take this product for environmental safe recycling.

# Explanation of Symbols

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**DANGER**

Indicates a hazardous situation that, if not avoided, will result in death or serious injury.



**WARNING**

Indicates a hazardous situation that, if not avoided, could result in death or serious injury.



**CAUTION**

Indicates a hazardous situation that, if not avoided, may result in minor or moderate injury.

***NOTICE***

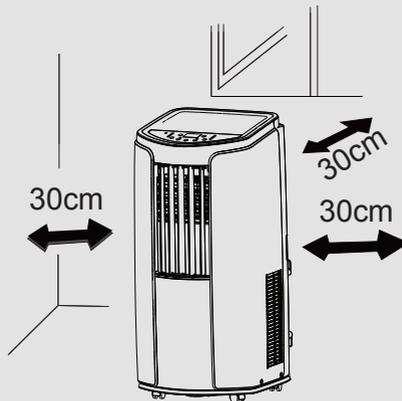
Indicates important but not hazard-related information, used to indicate risk of property damage.



Indicates a hazard that would be assigned a signal word **WARNING** or **CAUTION**.

## Operation Environment

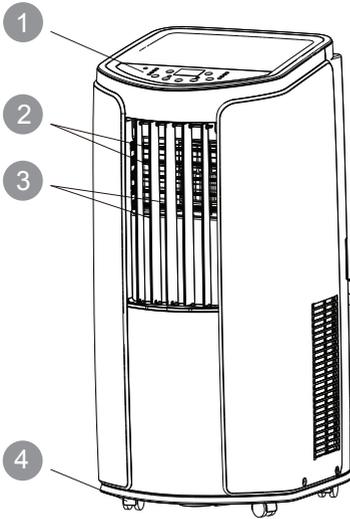
- The air conditioner must be operated within the temperature range: 16°C ~ 35°C.
- The appliance is for indoor use only.
- The appliance must be positioned so that the plug is accessible.
- This air conditioner can only be used for family, not for commercial industry.
- Reserved space around the air conditioner should be 30cm(12") at least.
- Do not operate the air conditioner at humid environment.
- Please keep air inlet and air outlet clean, no obstacles.
- During operation, close doors and windows to improve cooling effect.
- Please put the air conditioner at smooth and flat ground for operation to avoid noise and vibration.
- This air conditioner is equipped with castors. Castors should slide at smooth and flat ground.
- Prohibit inclining or turning over the air conditioner. If there's abnormality, please disconnect power immediately and contact dealer.
- Avoid direct sunshine.



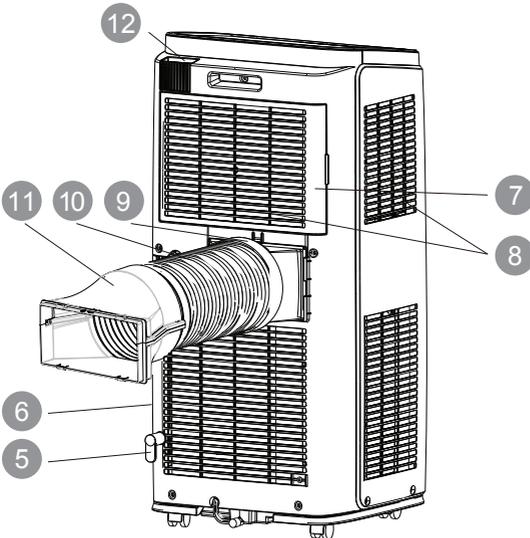
## Safety Warning

- This appliance can be used by children aged from 8 years and above and persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge if they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved.
- Children shall not play with the appliance.
- Cleaning and user maintenance shall not be made by children without supervision.
- Before operation, please confirm whether power specification complies with that on nameplate.
- Before cleaning or maintaining the air conditioner, please turn off air conditioner and pull out the power plug.
- Make sure the power cord hasn't been pressed by hard objects.
- Do not pull or drag the power cord to pull out the power plug or move the air conditioner.
- Do not insert or pull out the power plug with wet hands.
- Please use the grounded power. Make sure the grounding is reliable.
- If the supply cord is damaged, it must be replaced by the manufacturer or its service agent or a similarly qualified person in order to avoid a hazard.
- If the power cord is damaged, it must be replaced by manufacturer or professional person.
- If abnormal condition occurs (e.g. burned smell), please disconnect power at once and then contact local dealer.
- When nobody is taking care of the unit, please turn it off and remove the power plug or disconnect power.
- Do not splash or pour water on air conditioner. Otherwise, it may cause short circuit or damage to air conditioner.
- If drainage hose is used, ambient temperature can't be lower than 0°C. Otherwise, it will cause water leakage to air conditioner.
- Prohibit operating heating equipment around the air conditioner.
- Far away from fire source, inflammable and explosive objects.
- Children and disabled people are not allowed to use the unit without supervision.
- Keep children from playing or climbing on the air conditioner.
- Do not put or hang dripping objects above the air conditioner.
- Do not repair or disassemble the air conditioner by yourself.
- Prohibit inserting any objects into the air conditioner.

# Part's Name



- ① Controller panel
- ② Guide louver
- ③ Swing louver
- ④ Castor
- ⑤ Wire-fixing hook
- ⑥ Plug of power cord
- ⑦ Gastor
- ⑧ Air inlet
- ⑨ Joint A
- ⑩ Heat discharge pipe
- ⑪ Joint B+C
- ⑫ Remote controller hook



Remote controller

## **NOTICE:**

Installation accessories can't be discarded.

# Installation Precaution



## **WARNING:**

- Observe all governing codes and ordinances.
- Do not use damaged or non-standard power cord.
- Be caution during installation and maintenance. Prohibit incorrect operation to prevent electric shock, casualty and other accidents.

## **Selection of installation location**

### **Basic requirement**

Installing the unit in the following places may cause malfunction. If it is unavoidable, please consult the local dealer:

1. The place with strong heat sources, vapors, flammable or explosive gas, or volatile objects spread in the air.
2. The place with high-frequency devices (such as welding machine, medical equipment).
3. The place near coast area.
4. The place with oil or fumes in the air.
5. The place with sulfureted gas.
6. Other places with special circumstances.

### **Requirement of air conditioner**

1. Air inlet should be far away from obstacles and do not put any objects near air outlet. Otherwise, it will affect the radiation of heat discharge pipe.
2. Select a location where the noise and outflow air emitted by the outdoor unit will not affect neighborhood.
3. Please try your best to keep far away from fluorescent lamp.
4. The appliance shall not be installed in the laundry.

## **Requirements for electric connection**

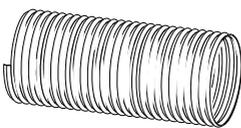
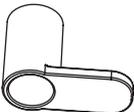
### **Safety precaution**

1. Must follow the electric safety regulations when installing the unit.
2. According to the local safety regulations, use qualified power supply circuit.
3. For appliances with type Y attachment, the instructions shall contain the substance of the following. If the supply cord is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified persons in order to avoid a hazard.
4. Properly connect the live wire, neutral wire and grounding wire of power socket.
5. Be sure to cut off the power supply before proceeding any work related to electricity and safety.
6. Do not put through the power before finishing installation.
7. The air conditioner is first class electric appliance. It must be properly grounding with specialized grounding device by a professional. Please make sure it is always grounded effectively, otherwise it may cause electric shock.
8. The yellow-green wire or green wire in air conditioner is grounding wire, which can't be used for other purposes.
9. The grounding resistance should comply with national electric safety regulations.
10. The appliance shall be installed in accordance with national wiring regulations.

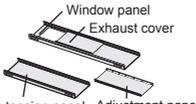
# Preparation before Installation

**NOTICE:** Check if the accessories are available before installation.

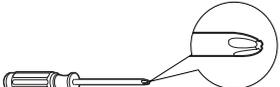
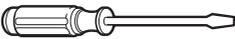
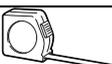
## Accessory list

				
joint A	heat discharge pipe	joint B	joint C	
				
wire hook (2)	screw(3)	pipe clip	rubber plug	pipe hoop (2)
				
Drain connector (1)	drainage pip	remote controller	battery (2) (AAA 1.5V)	user's manual

## Optional

						
Insect guard net	Rain guard (2)	Window kit	screw(5)	Bracket	foam seal A(2)	foam seal B

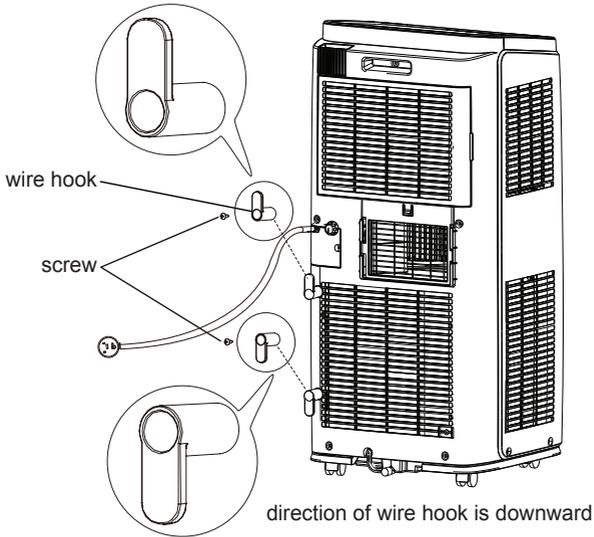
## Tools needed for installation

		
cross screwdriver	straight screwdriver	saw
		
gauge	scissors	pencil

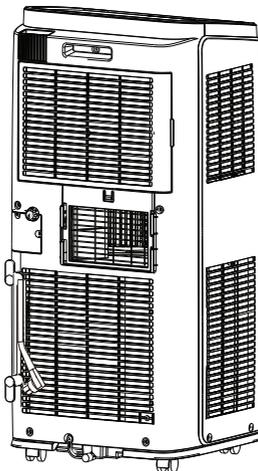
# Install Wire Hook

- Assemble the wire hook at the back of the unit with screws (the direction of wire hook is as shown in following fig).

direction of wire hook is upward



- Wind the power cord around the wire hook.



# Removing Collected Water

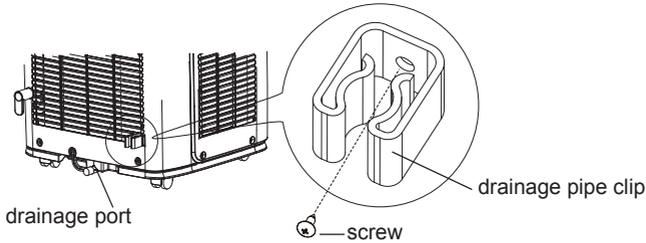
There are 2 ways to remove collected water:

**1** Use the continuous drainage option from the lower hole.

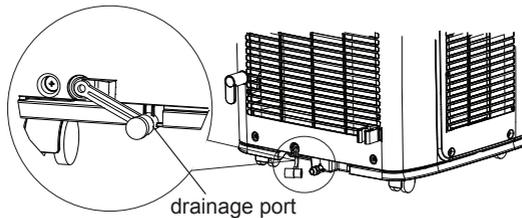
**NOTICE:** When using the continuous drainage option from the bottom hole, install drainage pipe as follow before using, otherwise poor drainage will affect normal operation of the unit.

■ Instructions for drainage pipe installation.

1. Fix the drainage pipe clip on the right of rear side plate near drainage port with a screw.

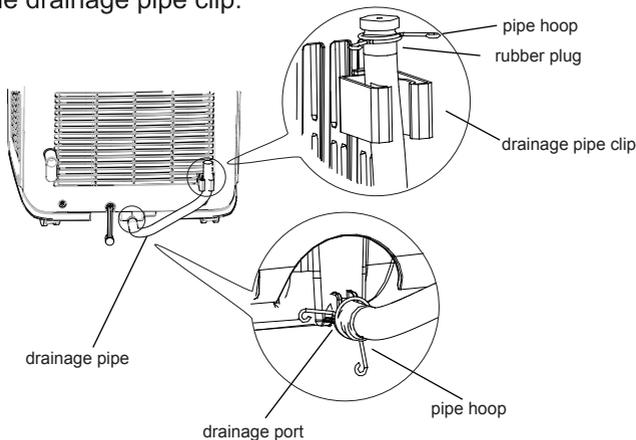


2. Remove the rubber plug at drainage port.



3. Put the drainage pipe into drainage port and screw it up, and then bind it with pipe hoop.

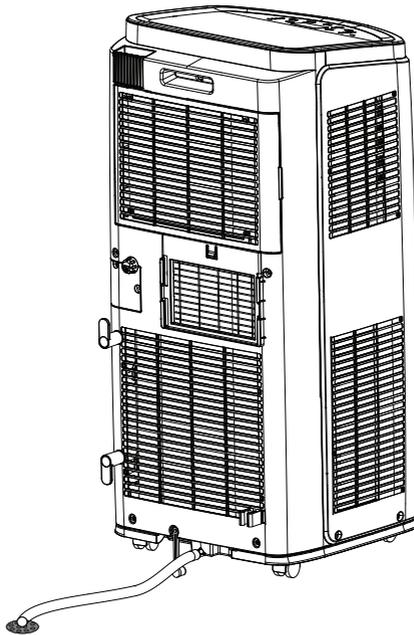
4. Put the rubber plug into the other side of drainage pipe, fix it with pipe hoop and then fix it in the drainage pipe clip.



# Removing Collected Water

■ Drainage way as follows.

1. In Cool, Dry or Heat mode operating, the condensation water will be drained to the chassis.
2. When the chassis is full with water, the buzzer will give out 8 sounds and "H8" is displayed to remind user to discharge water:
  - Move the unit to a suitable place for discharging water; do not tilt the unit and keep it horizontal during moving;
  - Take the drainage pipe from the clip and pull out the rubber plug on the drainage pipe to discharge water;
  - Put back the rubber plug onto drainage pipe after finishing discharging water and then fix the pipe on the clip;
  - After full water protection is eliminated and the compressor has been stopped for 3 minutes, the unit will resume operation.

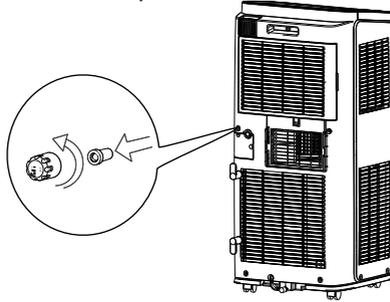


# Removing Collected Water

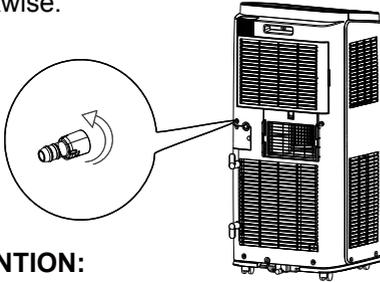
**2** Use the continuous drainage option from the middle hole.

**NOTICE:** Water can be automatically emptied into a floor drain by attaching 14mm inner diameter hose (not included).

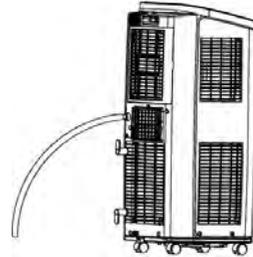
1. Remove the continuous drain cap 1 by turning it counter clockwise then remove the rubber stopper 2 from the spout.



2. Screw the drain connector to (included in the package) the spout by turning clockwise.

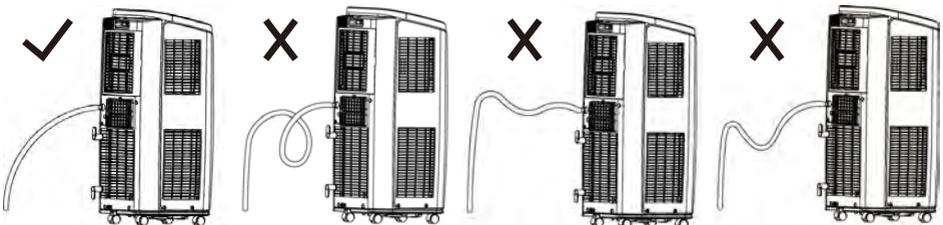


3. Insert the drainage hose into drain connector.



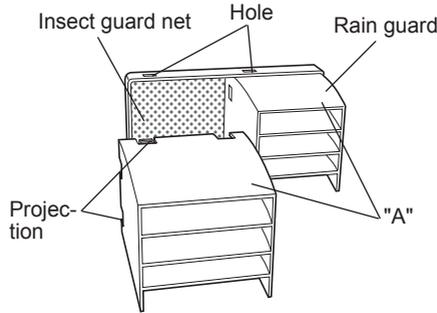
## ATTENTION:

When using continuous drainage option from the middle hole, place portable on a level surface and make sure garden hose is clear of any obstructions and is directed downward. Placing portable on an uneven surface or improper hose installation may result in water filling up the chassis and causing the unit to shut off. Empty water in the chassis if shut off occurs, then check portable location and hose for proper setup.

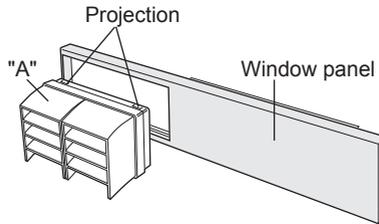


# Installation in a double-hung sash window(Optional)

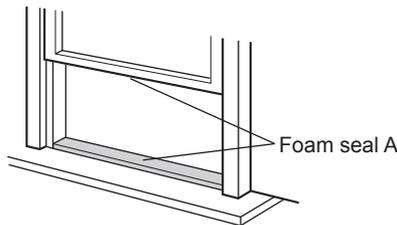
1. Connect the rain guards to the insect guard net.  
Insert all three projections on each rain guard into the holes in the insect guard net.  
Side "A" will now be at the top, as indicated in the diagram.



2. Attach the guard combined above to the window panel.  
Push the insect guard net firmly to ensure that its four projections fit into the holes in the window panel.  
Side "A" will now be at the top, as indicated in the diagram.



3. Cut the foam seal A (adhesive type) to the proper length and attach it to the window stool and to the bottom of sash.

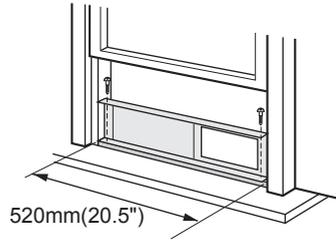
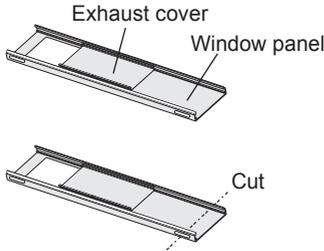


4. Attach the window panel to the window stool.  
Make sure that the exhaust cover is attached to the window panel.  
Inner width of the window: 520mm (20.5")  
Use the window panel.

# Installation in a double-hung sash window(Optional)

The window panel cannot be installed in windows less than 520mm (20.5") wide, as you will be unable to shut the exhaust cover.

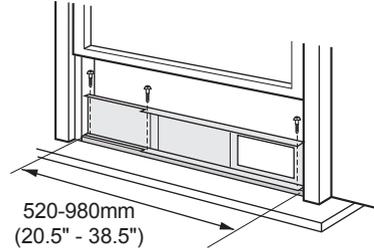
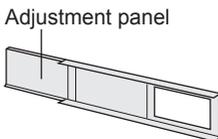
- (1) Open the window sash and place the window panel on the window sill.
- (2) Secure the window panel to the window stool with 2 screws.



Inner width of the window: 520mm (20.5") - 980mm (38.5")

Use the window panel and the adjustment panel.

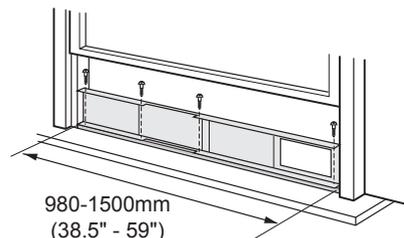
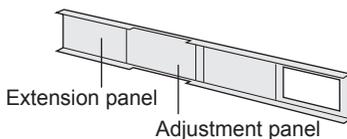
- (1) Open the window sash and place the window panel on the window sill.
- (2) Slide the adjustment panel to fit the window frame width.
- (3) Secure the window panel to the sill with 3 screws.



Inner width of the window: 980mm (38.5") - 1500mm (59")

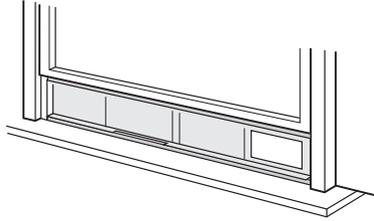
Use the window panel, the adjustment panel and the extension panel.

- (1) Open the window sash and place the window panel on the window sill.
- (2) Slide the adjustment and extension panels to fit the window frame width.
- (3) Secure the window panel to the window sill with 4 screws.

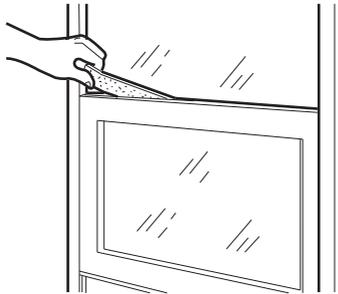


## Installation in a double-hung sash window(Optional)

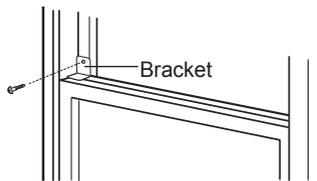
5. Close the window sash securely against the Window panel.



6. Stuff the foam seal B between the glass and the window to prevent air and insects from getting into the room.



7. Attach the bracket with a screw.(Recommended)

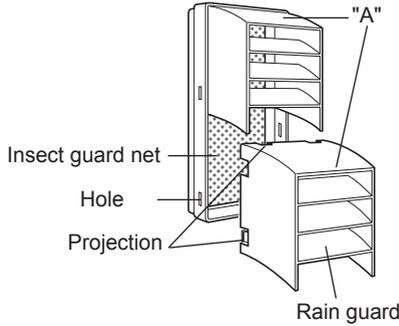


Please lay a tabular material underneath the window panel in case you could not attach the rain guard or the window adapter properly due to the deep window sill.

# Installation in a sliding sash window(Optional)

1. Connect the rain guards to the insect guard net.

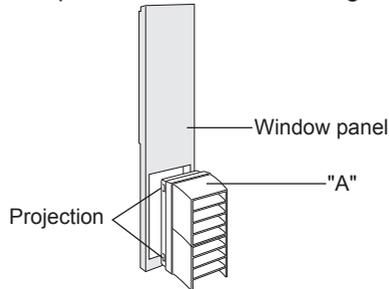
Insert all three projections on each rain guard into the holes in the insect guard net. Side "A" will now be at the top, as indicated in the diagram.



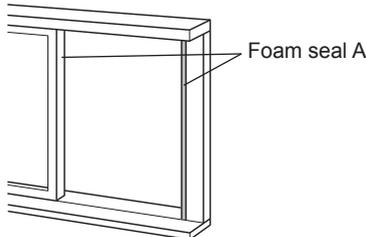
2. Attach the guard combined above to the window panel.

Push the insect guard net firmly to ensure that its four projections fit into the holes in the window panel.

Side "A" will now be at the top, as indicated in the diagram, when it is installed in the window.



3. Cut the foam seal A (adhesive type) to the proper length and attach it to the window frame and to the side of sash.



4. Install the window panel into the window frame.

Make sure that the exhaust cover is attached to the window panel.

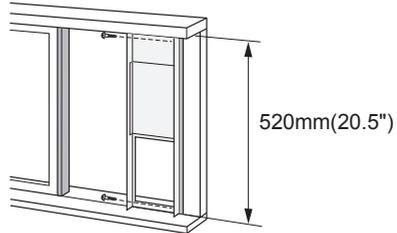
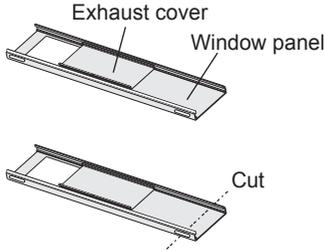
Inner height of the window: 520mm(20.5")

Use the window panel.

# Installation in a sliding sash window(Optional)

The window panel cannot be installed in windows less than 520mm (20.5") high, as you will be unable to shut the exhaust cover.

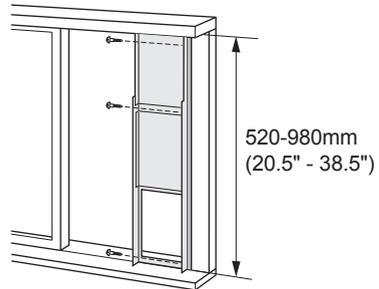
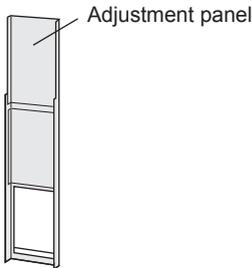
- (1) Open the window sash and place the window panel on the window frame.
- (2) Secure the window panel to the window frame with 2 screws.



Inner height of the window: 520mm (20.5") - 980mm (38.5")

Use the window panel and the adjustment panel.

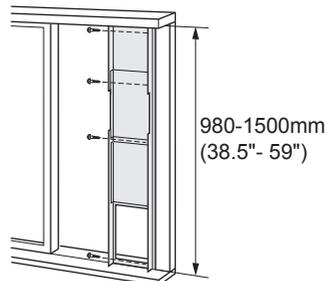
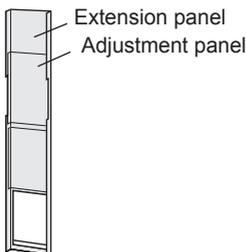
- (1) Open the window sash and place the window panel on the window frame.
- (2) Slide the adjustment panel to fit the window frame height.
- (3) Secure the window panel to the window frame with 3 screws.



Inner height of the window: 980mm (38.5") - 1500mm (59")

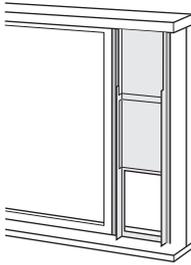
Use the window panel, the adjustment panel and the extension panel.

- (1) Open the window sash and place the window panel on the window frame.
- (2) Slide the adjustment and extension panels to fit the window frame height.
- (3) Secure the window panel to the window frame with 4 screws.



## Installation in a sliding sash window(Optional)

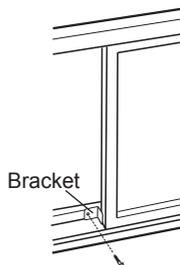
5. Close the window sash securely against the Window panel.



6. Stuff the foam seal B between the glass and the window to prevent air and insects from getting into the room.



7. Attach the bracket with a screw.(Recommended)

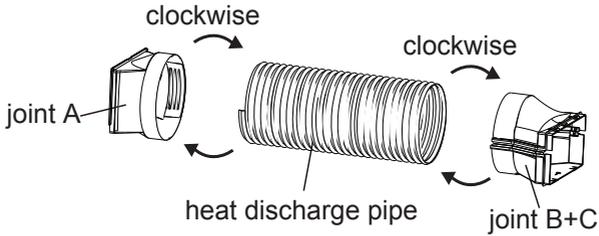


Please lay a tabular material underneath the window panel in case you could not attach the rain guard or the window adapter properly due to the deep window sill.

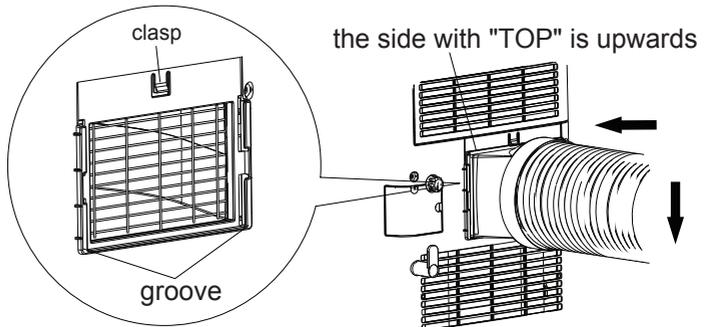
# Installation and Disassembly of Heat Discharge Pipe

## Install heat discharge pipe

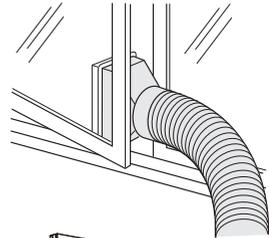
1. Rotate joint A and joint B clockwise into the two ends of heat discharge pipe.



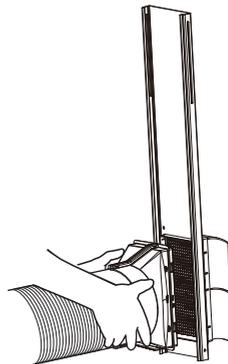
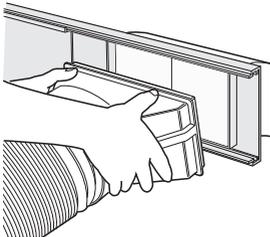
2. Insert joint A of heat discharge pipe (the side with "TOP" is upwards) into the groove until you hear a sound.



3. Lead the exhaust hose outdoors.



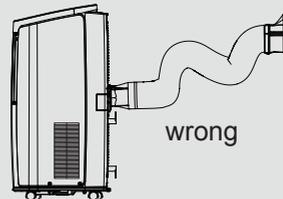
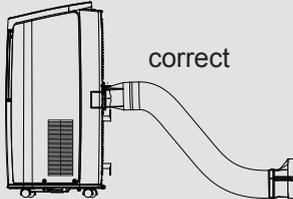
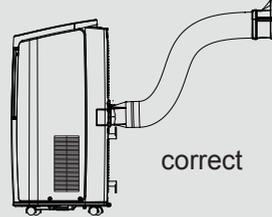
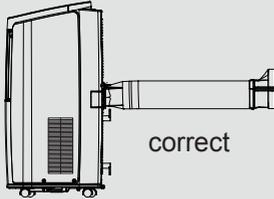
4. Slide and open the exhaust cover on the window panel, and attach the window adapter. (Optional)



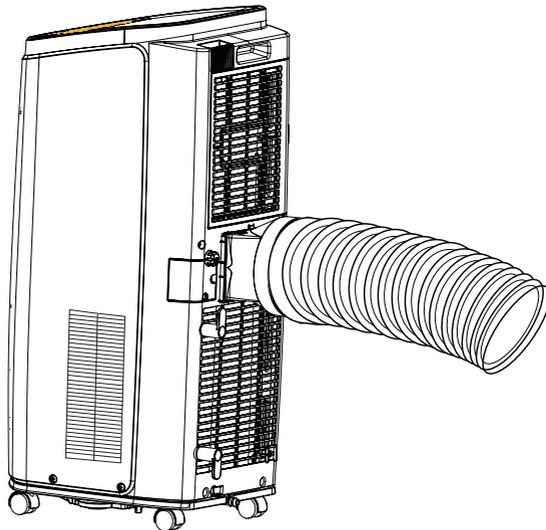
# Installation and Disassembly of Heat Discharge Pipe

## Note of Installing heat discharge pipe

In order to improve cooling efficiency, the heat discharge pipe should be as short as possible and flat without curve to ensure smooth heat discharge.

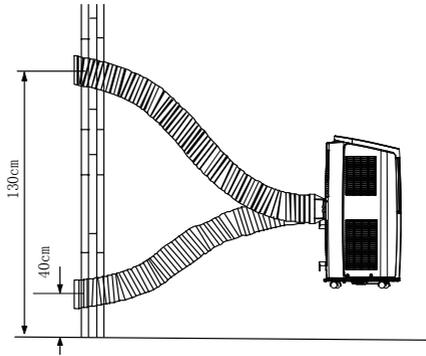


- The length of the heat discharge pipe is less than 1m. It is recommended to use it with shortest length.
- When installing, heat discharge pipe should be as flat as possible. Don't prolong the pipe or connect it with other heat discharge pipe.

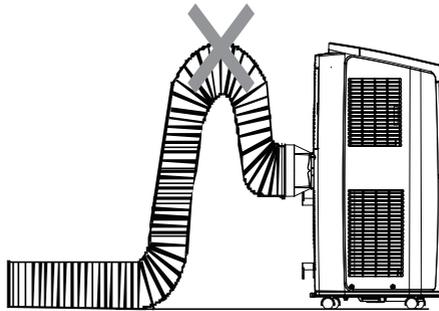


# Installation and Disassembly of Heat Discharge Pipe

- Correct installation is as shown in figure (When installing it on wall, height of hall should be about 40cm-130cm from floor).



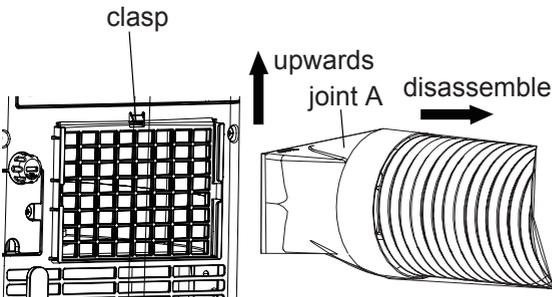
- Wrong installation is shown in following figure (If the pipe is bent too much, it would easily cause malfunction.)



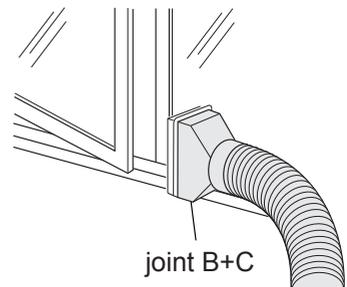
## Disassemble heat discharge pipe

1. Remove joint A:

Press the clasp and lift joint A upwards to remove it.

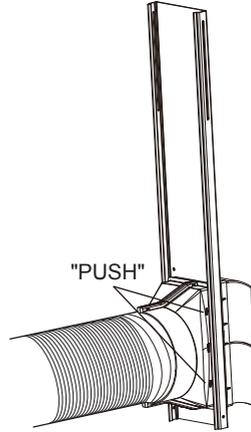
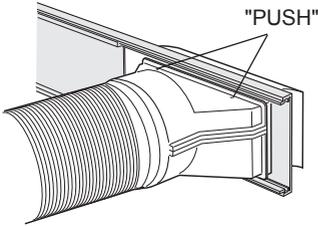


2. Remove joint B+C from outdoors.



## Installation and Disassembly of Heat Discharge Pipe

3. Remove the window adapter.  
Pull out and remove the window adapter by pushing down two "PUSH" markings, and slide and close the exhaust cover in the window panel. (Optional)

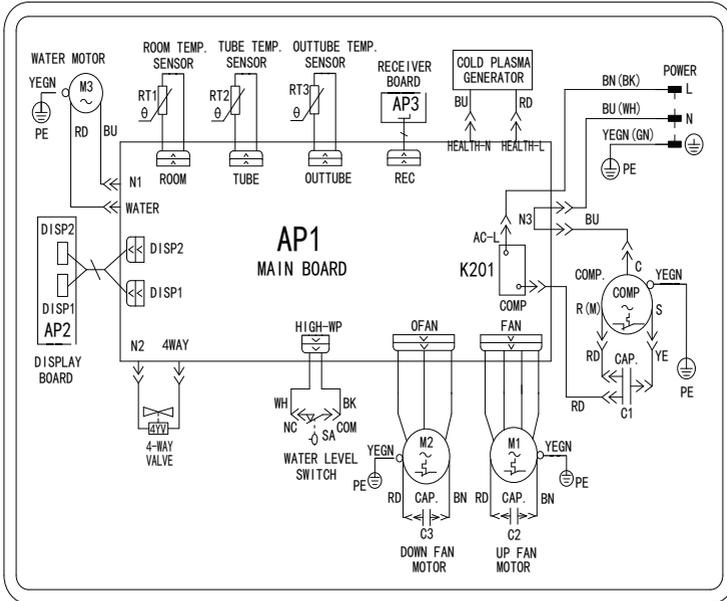


## Operation Test

- Put through the power supply and then press ON/OFF button on remote controller to start the unit.
- Press mode button to select auto, cooling, drying, fan or heating function, and then check if the unit operates normally.
- If ambient temperature is below 16°C, the unit can't operate in cooling mode.

# Electric Schematic Diagram

## CH-M12K6B





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**MANUFACTURER: GREE ELECTRIC APPLIANCES, INC. OF ZHUHAI**

Add: West Jinji Rd, Qianshan, Zhuhai, Guangdong, China, 519070



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