



Building Stronger Communities Together



# Air Conditioners (A/C)

## IMPORTANT REMINDERS

OCH may approve **minor modifications** regarding the installation of a portable air conditioner.

You are responsible for any damage to people or property caused by the modification, its installation or removal.

These are the conditions that must be met and maintained if OCH approves installation of an air conditioner (A/C).

### BEFORE CONSIDERING THE MODIFICATION



#### You must have written permission from OCH

To get written permission from OCH, you must:

- Have and maintain third party liability insurance
- Agree to return OCH property to its original condition if OCH asks you to and when you move out
- Agree to pay all costs of changes, installations, and repairs to any person or property

### LIMITS ON INSTALLATION AND/OR MODIFICATION



Window air conditioners may only be installed:

- if installing one does not void the window warranty
- in a ground floor window or directly over a balcony
- within a window, not in a window in a door

A/C's must:

- be self-evaporating (dripless)
- be installed in the lower window position of vertical sliding windows
- not exceed the electrical capacity of the unit
- be removed by October 15 each year

A/C's must be installed:

- in compliance with the manufacturer's instructions
- so the A/C does not sit on or be supported by the window frame
- without drilling holes into, or modifying the window frame or building
- using the window inserts provided with the A/C unit, or ¼ inch plywood painted white
- by adequately sealing the opening of the window
- by plugging directly into the electrical outlet, or using appliance grade extension cord (12 gauge, 6 foot/2 metre)

When the installation is complete, call OCH to schedule an inspection

### END OF TENANCY



- The modifications must be removed and the unit returned to its original condition at your expense

