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# HOLMES HAP240 Owner's Manual

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# Holmes®

INFO HOT-LINE: If, after reading this owner's guide you have any questions or comments, please call 1-800-5-HOLMES and a Customer Service Representative will be happy to assist you.

## HEPA Air Purifier

HAP 220  
HAP 223  
HAP 240  
HAP 243

Owner's Guide



**PLEASE READ AND SAVE THESE IMPORTANT INSTRUCTIONS**

# PLEASE READ AND SAVE THESE IMPORTANT SAFETY INSTRUCTIONS

When using electrical appliances, basic safety precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons, including the following:

1. Read all instructions before using appliance.
2. To avoid fire and shock hazard, plug the appliance directly into a 120V AC electrical outlet.
3. If the filter is covered by a bag when shipped: remove plastic bag over filter before use.
4. Keep the cord out of heavy traffic areas. To avoid fire hazard NEVER put the cord under rugs, near heat registers, radiators, stoves or heaters.
5. To protect against electrical hazards DO NOT immerse in water or other liquids. Do not use near water.
6. Close supervision is necessary when any appliance is used by, or near children or by disabled people.
7. Always unplug the air purifier before moving it, opening the grill, changing the filters or whenever the air purifier is not in use. Be sure to pull by the plug and not the cord.
8. NEVER drop or insert any object into any openings.
9. Do not operate any appliance with a damaged cord or plug, if motor fan fails to rotate, after the appliance malfunctions, or if it has been dropped or damaged in any manner. Return appliance to manufacturer for examination, electrical or mechanical adjustment or repair.
10. Use appliance only for the intended household use as described in this manual. Any other use not recommended by the manufacturer may cause fire, electric shock or injury to persons. The use of attachments not recommended or sold by the Holmes Group may cause hazards.
11. Do not use outdoors.
12. Never block the air openings, or place on soft surface, such as bed or sofa, as this could cause the unit to tip over, blocking the air intake opening.
13. Keep unit from heated surfaces and open flames.
14. DO NOT attempt to repair or adjust any electrical or mechanical functions on this unit. Doing so will void your warranty. The inside of the unit contains no user serviceable parts. All servicing should be performed by qualified personnel only.
15. WARNING: To reduce the risk of fire or electrical shock, DO NOT use this air purifier with any solid-state speed control device.

## CORD AND PLUG INSTALLATION SAFETY INSTRUCTIONS

The length of cord used on this appliance was selected to reduce the hazards of becoming tangled in, or tripping over a longer cord. If a longer cord is necessary an approved extension cord may be used. The electrical rating of the extension cord must be equal to or greater than the rating of the air purifier. Care must be taken to arrange the extension cord so that it will not drape over the countertop or table-top where it can be pulled on by children or accidentally tripped over.



**THIS PRODUCT IS EQUIPPED WITH A POLARIZED AC (Alternating Current) PLUG (a plug having one blade wider than the other). This plug will fit into the power outlet only one way. If the plug does not fit fully into the outlet, reverse the plug. If it still does not fit, contact qualified personnel to install the proper outlet. DO NOT DEFEAT THE SAFETY PURPOSE OF THIS POLARIZED PLUG IN ANY WAY.**

Congratulations on your purchase of an Air Purifier. Your Air Purifier has an attractive stylish design. It's versatility and quiet operation make this unit perfect for both the home and the office.

## OPTIONAL ODOR FILTER

- 1.) An optional odor filter can be installed in your air purifier. This filter helps remove unpleasant odors, and extends the life of your main HEPA filter.
- 2.) Specialized odor filters are available for targeted odor removal for use in removing general purpose, smoke, pet/nursery or kitchen odors.

## IONIZER

Your Air Purifier has an independently controlled ionizer, which, when turned on, releases negative ions into outgoing filtered air. Ions are tiny particles that carry a positive or negative charge. These ions exist naturally around us, in the air, water and ground. Both positive and negative ions are colorless, odorless and completely harmless.

Negative ions help the air purification process by attaching themselves to very small airborne particles in the room. These particles take on a negative charge and may join with positively charged particles such as dust, pollen, smoke and pet dander to form larger particles that are then more readily captured by the filter system, or they may be attracted to positively charged surfaces like walls or floors.

You may also note after extended use, that dust may have collected around the grills or front panel. This is from the ionization affect caused by the negative ions exiting from the air outlet. This is additional evidence of the air cleaning effectiveness of negative ions. The dust can be easily removed with a clean, dampened cloth or soft brush.

**PLEASE NOTE:** It is important to replace the HEPA filter at the recommended intervals. Using the ionizer in conjunction with dirty filters may result in dirty particles exiting the air purifier and being attracted to walls, carpets, furniture or other household objects. These dirty particles may prove very difficult to remove.

## ADDITIONAL FEATURES

**Filter Check Indicator** – There are three different types of indicators used by Holmes Air Purifiers. Your air purifier may have one of the following: a filter condition sticker that serves as a color coded reference point. A filter reminder dial that is manually set to remind the user when it is time to replace the filter. Or an indicator light that illuminates when it is time to change the filter.

## PRE-OPERATING INSTRUCTIONS

1. Carefully unpack your air purifier. Select a firm level place where there are no obstructions to the air inlet (front grill) or filtered air outlet (top of unit). A good location in a room is about 2 feet above the floor and approximately 1 foot away from the wall, in a central location of your home.
2. Removal of the front grill varies with different models. Depending on the model you own you will need to do the following: Press grill release buttons on either side of the grill and pull forward, OR pull grill towards you by grasping sides of the grill.
3. Remove HEPA filter by gripping on both sides and pulling forward.

**PLEASE READ AND SAVE THESE IMPORTANT SAFETY INSTRUCTIONS**

# FEATURES - OPERATIONS

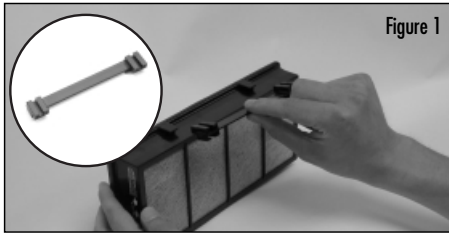


Figure 1

4. Remove protective plastic bag from the filter cartridge.
5. Return the filter to the unit by tilting the filter cartridge top toward you as you insert the bottom of the cartridge fully into the filter recess.  
NOTE: black carbon side of filter should be facing outwards. Some filters utilize hang tabs and filter clips. The clip can only be attached to the tabs on the filter one way only. The filter clip should easily slide onto the filter hang tab with only a small amount of pressure. DO NOT use force while attaching the clip to the filter. Align the clip on the top of the HEPA filter with the rails on the inside of the purifier unit. Gently slide the filter onto the rail. (fig. 1)
6. Replace front grill back onto unit securely.

**DO NOT POINT OUTLET TOWARDS WALL.**

## OPERATING INSTRUCTIONS

1. Plug into a 120V AC electrical outlet.
2. Select the desired operating speed. Holmes Air Purifiers have two or three different speed settings depending on the model you own. You can select from HI, MED, or LOW by sliding the switch to the desired setting. The power light will illuminate letting you know the power is on.
3. To release negative ions into the filtered air slide the ionizer switch to ON and the light will illuminate.
4. For optimum air filtration, it is recommended to operate the air purifier continuously. It's rugged motor has been designed to give many years of use.

For continuous use, it's recommended to operate the air purifier at the MEDIUM setting. For quieter operation or use in a bedroom, select the LOW setting. When high levels of air pollution are present select the HI setting to quickly circulate and filter the room air.

## CLEANING / MAINTENANCE INSTRUCTIONS

### CLEANING INSTRUCTIONS

Turn off and unplug the unit before cleaning.

1. The outside of the air purifier can be cleaned with a soft, dampened cloth.
2. The front grill can be removed and washed in warm soapy water (not dishwasher safe). Dry before replacing in the unit.
3. The top air outlet grill can be cleaned of dust with a small soft brush.

**WARNING:** Do not allow moisture to come in contact with the main housing of the air purifier.

## FILTER REPLACEMENT INSTRUCTIONS

1. Filter Check Indicator – There are three different types of indicators used in our air purifiers. Your air purifier may have one of the following: a filter condition sticker that serves as a color coded reference point. A filter reminder dial that is manually set to remind the user when it is time to replace the filter. Or an indicator light that illuminates when it is time to change the filter.
2. Every few weeks, check the condition of the filters.
3. Remove the front grill. If the unit is equipped with a foam pre-filter, examine the filter. If it has collected a noticeable amount of dust or lint, remove it from the inlet of the grill and wash it in warm soapy water. Rinse and drip dry the pre-filter thoroughly before replacing it into the inlet of the grill.
4. If there is a separate carbon odor filter it should be replaced every 2-3 months. This helps extend the life of the HEPA filter and provides optimal odor removal.
5. With the front grill removed, check the condition of your HEPA filter. If the filter is dirty remove the used HEPA cartridge and dispose of it in the garbage. **Do NOT try to wash and re-use the HEPA filter.** Replace with a new HEPA filter, removing the protective polybag before inserting into the air purifier.
6. Units with a filter reminder dial should be set ahead 3-6 months depending on usage.
7. Units which have an indicator light must be reset once the HEPA filter has been replaced. Reset indicator by inserting a small object (such as a pin or paperclip) into the hole marked reset. (fig. 2)

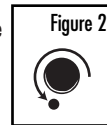


Figure 2

**NOTE:** The pleated material and rubber gasket should be facing towards the unit when applied.

8. Filter Life – Under normal conditions of continuous use, the HEPA filter will operate efficiently for 3-6 months.

**Replacement filters are available from your local supplier or by calling 1-800-5-HOLMES.**

## TROUBLESHOOTING

Problem	Solution
Unit will not operate	Check to make sure unit is properly plugged in Check to make sure the unit is on by sliding the power switch to the ON position, or by pressing the power button. If applicable, check the remote control for batteries.
Decreased air flow	Check the filters to see if they are in good condition and if they need to be changed. Check to ensure nothing is blocking air inlet and filtered air outlet.

# WARRANTY INFORMATION

## SERVICE INSTRUCTIONS

1. Do NOT attempt to repair or adjust any electrical or mechanical functions on this unit. Doing so will void the warranty.
2. If you have any questions regarding this unit's operation or believe any repair is necessary, please write to our Consumer Service Department.
3. If you need to exchange the unit, please return it in its original carton, with a sales receipt, to the store you purchased it. If you are returning the unit more than 30 days after the date of purchase, please see the enclosed warranty.
4. If you have any other questions or comments, please write:

The Holmes Group  
CONSUMER SERVICE DEPARTMENT  
P.O. Box 769  
Milford, MA 01757-0769

Or visit our website at [www.holmesproducts.com](http://www.holmesproducts.com)

For your own records, staple or attach your sales receipt to this manual. Also, please take a moment to write the store name/location and date purchased below.

STORE NAME

LOCATION:

DATE PURCHASED:

(STAPLE RECEIPT HERE)

## THREE (3) YEAR LIMITED WARRANTY

### SAVE THIS WARRANTY INFORMATION

- A. The quality controls used in the manufacture of this Holmes product are to ensure your satisfaction.
- B. This Warranty applies only to the original purchaser of this product.
- C. This Warranty applies ONLY to repair or replacement of any supplied or manufactured parts of this product that, upon inspection by Holmes authorized personnel, proves to have failed in normal use due to defects in material or workmanship. Holmes will determine whether to repair or replace the unit. This Warranty does not apply to installation expenses.
- D. Operating this unit under conditions other than those recommended or at voltages other than the voltage indicated on the unit, or attempting to service or modify the unit, will render this WARRANTY VOID.
- E. **Unless otherwise proscribed by law, Holmes shall not be liable for any personal injury, property or any incidental or consequential damages of any kind (including water damage) resulting from malfunctions, defects, misuse, improper installation or alteration of this product.**
- F. All parts of this Holmes product are guaranteed for a period of 3 years as follows:
  1. Within the first 30 days from date of purchase, the store from which you purchased your Holmes product should replace this product if it is defective in material or workmanship (provided the store has in-stock replacement.)
  2. Within the first thirty-six months from date of purchase, subject to the conditions in paragraph H, Holmes will repair or replace the product if it is defective in material or workmanship providing it is returned to Holmes, freight prepaid, with PROOF OF PURCHASE date, together with \$6.00 for handling and return packing/shipping charges.
- G. If you have any problem with this product, please write our Consumer Service Dept.
- H. **IMPORTANT Return INSTRUCTIONS** Your warranty depends on your following these instructions if you are returning the unit more than 30 days after the date of purchase:
  1. Carefully pack the item in its original carton or other suitable box to avoid damage in shipping.
  2. Before packing your unit for return; be sure to enclose:
    - a) Your name, full address with zip code and telephone number,
    - b) A dated sales receipt or PROOF OF PURCHASE,
    - c) Your \$6.00 check for return packaging, and
    - d) The model number of the unit (*The model number can be determined by looking at the UL label located on the bottom of the unit*) and the problem you are having. (Enclose in an envelope and tape directly to the unit before the box is sealed.)
  3. Holmes recommends you insure the package (as damage in shipment is not covered by your warranty).
  4. All shipping charges must be prepaid by you (as noted in paragraph F).
  5. Mark the outside of your package:

HOLMES  
THE HOLMES GROUP, INC.  
CONSUMER RETURNS  
32 B SPUR DRIVE  
EL PASO, TX 79906

SHIPPING AND HANDLING CHARGES: \$6.00

This warranty gives you specific legal rights, and you may have other rights which vary from state to state. The provisions of this warranty are in addition to, and not a modification of, or subtraction from, the statutory warranties and other rights and remedies contained in any applicable legislation. To the extent that any provision of this warranty is inconsistent with any applicable law, such provision shall be deemed voided or amended, as necessary, to comply with such law.