



*The Addison*

By  VENSURIS  
COMMUNITIES

## RESIDENT HANDBOOK

The Addison at 1250 Afton Drive Sarnia

Everything you need to know about your new Home

August 28, 2023

## 1250 Afton Drive Resident Handbook

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## Welcome Home

Thank you for choosing a Vensuris Community as your new home.

Get settled in and get your furniture and décor set up just the way you like and when you have a few minutes of breathing time, take a glance through this handbook to familiarize yourself with the safety policies, rules, and procedures we've shared to help make this a smooth transition into your new home. We've created this Resident Handbook as a resource to answer some of the questions you may have about your apartment, your building, your appliances, and us.

When you moved in, you should have received a copy of your Tenancy Agreement, Move-in Inspection Report, Fire Safety Instructions, this Resident Handbook, and regular and emergency contact information for your Management Team. Keep these documents in a safe place, as you may need to refer to them later.

## Getting to Know Your New Home

Now that you've moved into your new apartment, you'll want to note where the following items are located:

**Stairwells:** In case of emergency when the elevators should not be used.

**Main Circuit Breaker:** In the event the power goes out.

**Water Shut Off Valves:** Turn off during water leaks, emergencies, only when instructed by your Management Team.

**Ground Fault Interrupter (GFI) Plugs:** You can check these if your plugs or appliances in the bathroom, kitchen, or balcony fail to work.

**Fire Extinguishers and Safety Equipment:** In the hallways and common areas.

And don't forget to introduce yourself to your neighbours. Say "hi", be considerate of others and observe the building rules. Keep your resident tidy and clean up after your pets and dispose of waste in the appropriate locations. Abide by the parking area rules. If you have guests over, remember it is up to you to ensure that they also follow the building and parking rules while they visit.

If you run into any challenges, try communicating with your neighbour and discuss the desired outcome in a calm and non-confrontational manner to resolve the situation amicably on your own. If you are not able to resolve the situation amicably on your own, please notify the Management Team to document the situation. If you feel your safety is immediately in jeopardy, contact the authorities.

## CONTACT US

We love hearing from our Residents! For all inquiries about your apartment, building, or policies, your first point of contact is The Management Team.

### **Management Team:**

Management Team Phone Number: 519-337-9732

Email Us at: [propmngt@theadaddison.org](mailto:propmngt@theadaddison.org)

Just as important as our contact information is to you, we always want to be up to date and current with your contact information as well so we can contact you when the need arises about important information and keep the access points current for your, key access, guest access system and parcel delivery systems. Remember to update us on any changes to your telephone number or email ASAP so we can update these systems.

### **Other Helpful Contact Information**

911 – For Medical Fire and Security/ Safety Emergencies

211 – Provides support services (Help Line)

511 – Road Conditions

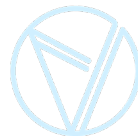
1-844-411-0663 – for Wyse Utilities

1-800-268-9017 – Ontario Poison Control

1-888-332-3234 - Ontario Landlord Tenant Tribunal

519-337-8201 – for local power outages

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<https://211ontario.ca/search/>

<https://511on.ca/>

<https://wyseutilities.com/>

<https://www.ontariopoisoncentre.ca/>

<https://tribunalsontario.ca/lrb/>

<https://outages.bluewaterpower.com/outages/>



## Safety & Security

### Smoke & Carbon Monoxide Alarms

A smoke alarm can save your life and the lives of everyone in your building. We have provided you with a smoke alarm and a carbon monoxide (CO) alarm as well. Your alarms are connected to a monitoring company with communication to the Fire Department. The alarms will be tested during your regular bi-annual inspection.

If you think your smoke alarm or CO alarm is impaired in any way, let your Management Team know immediately in writing.

Do not tamper with or remove your smoke alarm or CO alarm for any reason. Do not paint over the alarm for any reason. Doing so could put your and your neighbour's lives at serious risk. No resident or visitor shall tamper with, disable, or remove any life saving device from the building. All smoke and heat detectors shall remain connected, and batteries inserted as may be the case. No detectors shall be tampered with, blocked, or painted, as this causes improper operation. You can be evicted and charged as this is a contravention of the Fire Code.

Likewise, the fire sprinkler systems are also there to protect your and your neighbours' lives and property. Never tamper, nor touch or paint the sprinkler heads. Tampering may cause the head to accidentally discharge and cause a flood.



Report any hallway fire equipment that is used for fire purposes immediately to the Building Management Team for inspection and to recharge/replace as necessary.

Report any defective life safety equipment to the Building Management Team as soon as possible.

Familiarize yourself with the location of all fire safety equipment and emergency exits and develop an emergency plan for your occupants. Never use the elevator if fire alarms are sounding.

### Fire Prevention

Never leave burning cigarettes unattended and always fully extinguish butts in a container with a lid or a container with water or sand.

Never through unextinguished or warm cigarette butts off your balcony or down the garbage chute.

Candles and incense should not be used in apartments.

If the power goes out, turn off all appliances that were in use at the time. This will ensure they do not spark or ignite when the power returns. Use flashlights, not candles, to navigate during a power outage.

Do not block or cover heating vents. Vacuum the dust out regularly with brush attachment.

Never operate a barbecue, gas heater, or other fuel burning appliances inside the apartment or on the balcony.

Never leave an electric space heater unattended or on overnight. Use them only for short amounts of time, then turn them off and unplug. Keep the area around space heaters clear of objects and dust. Keep space heaters away from curtains and furniture.

Always turn off and unplug small appliances when you are not using them.

Invest in a personal kitchen fire extinguisher.

Do not use extension cords. Use power bars with safety shut offs, and never overload them or plug one power bar into another. Always follow the manufacturer's instructions. Never tamper with the original electrical setup.

If you have in-suite laundry, always clean out your lint trap after each load, and never leave drying items unattended.

The kitchen is the most common source of home fires. Never leave an item on the stovetop or in the oven unattended.

Do not bring live Christmas Trees into the building as they are a potential fire hazard when they dry out.



## Evacuation

If there is a fire in your apartment, immediately evacuate your apartment, close all doors behind you to confine the fire and pull the fire alarm on your way out of the building. Once you are in a safe location, call 9-1-1 first, then your Management Team's emergency line and inform them of the fire situation.

If you hear the building's fire alarm sound:

Remain calm.

Before opening the door of your apartment to exit, feel the door and knob for heat. If they are not hot, brace yourself against the door and open it slightly. If you feel air pressure or heat, close the door quickly and shelter in place.

If you don't find fire or smoke in the corridor:

Take your Apartment key, emergency bag, and pets, close the door behind you and calmly evacuate using the nearest stairway exit.

## DO NOT USE ELEVATORS

Check stairways for heat and smoke before entering. Use an alternate exit if necessary.

Go to a preplanned location to meet up with family and neighbours.

Do not re-enter the building until the fire department informs you it is safe to do so.

If you are unable to evacuate, if there is excessive smoke in corridors, or you can't safely navigate the stairs, it may be safer to stay in your suite and shelter in place:

Dial 9-1-1 and tell the Fire Department where you are, then signal to firefighters by waving a brightly colored sheet out a window or balcony if it is safe to do so.

Leave your door closed but unlocked for possible entry by a firefighter.

Place a wet towel at the base of the door, or seal edges with masking or duct tape.

Keep low to the floor.

Move to the balcony or the most protected room, only if it is safe to do so.

## Weather Event

A weather event could be a tornado, large snow or ice storm, flood, etc. Tune in to your local radio or news station to stay informed of the situation. If you are given enough warning, bring in or tie down any items on your balconies, as these items may cause injury if they fall or break windows. Unplug electronics and keep a flashlight, with fresh batteries, handy.

If you are asked to remain in your apartment, stay away from the windows. In some cases, it may be safest to move to an inner hallway as close to the centre of the building as possible if you are not able to get to a lower floor.

## Medical Emergencies

If you need emergency medical attention, dial 9-1-1. Your Management Team does not have medical training and may not be present on the property and will not be able to assist you.

## Security

To ensure the safety and security of everyone in the building, please:

Get to know your neighbours.

Always keep the doors to your apartment locked.

Leave windows locked when you are not home, particularly on lower floors.

Do not block doors open, hold doors open for people you don't know, or buzz people in who you are not expecting.

Do not leave valuable items visible in your vehicle or on your balcony.

Report any malfunctioning security equipment, broken locks, or suspicious activity to your Management Team immediately or call the police.

Remember, this is your community and everyone in the building should feel safe and secure.

## Power Outage

In the unlikely event of a power outage, call your Management Team. If it is only your apartment or your floor that is affected, it may just be a blown fuse or circuit breaker, which can be corrected easily.

If the power in the entire building is out, but you are not in an emergency, please remain in your apartment for your own safety if you can. Since elevators will not be working and there will only be emergency lighting in the halls, there is a risk of injury if you venture out. You can also check the online Bluewater Power Outage Map to get updates on neighbourhood outages at <https://outages.bluewaterpower.com/outages>

If a power outage could put you in an emergency, please have a back-up plan with your health provider (e.g., you have a medical condition and treatment is dependent on electricity) make sure to register for your building's Emergency Assistance List.

Your Management Team and/or other team members will be attempting to contact your utilities provider for an estimated outage time. While you wait, remember these tips for dealing with a power outage:

Leave your refrigerator and freezer doors closed as much as possible to keep the cold air in. Food can stay fresh for at least 4 hours if it is not disturbed. Any perishable food that has been above 40°F for over 2 hours must be discarded. This includes meat, fish, poultry, eggs, and leftovers.

It is important to have an appliance thermometer in both the refrigerator and the freezer. This is the best way to ensure that your food is safe even after the power goes out.

A freezer that is full will hold its temperature for an estimated 48 hours. A freezer that is half-full will hold its temperature for an estimated 24 hours. If the freezer isn't full, grouping your items into an 'igloo' formation will help protect and preserve them.

If you had any appliances on before the outage, make sure you turn them off or unplug them. That way, when the power returns there is no chance of unattended items surging and setting fire.

Use flashlights to see, not candles.

In winter, put on warm layers, particularly covering your hands, feet, and head. At night, keep all blinds and drapes closed to keep cold air out.

On hot summer days, keep all blinds and drapes closed to keep the sun out. Drink lots of water to stay hydrated.

Tune into your local news station on a battery-operated radio for updates.

Your Management Team will do everything possible to assist you, but please keep in mind that power outages are often temporary and are out of the control of the Management Team and owners.

### **Elevator Failure**

In the unlikely event of an elevator failure, push the emergency button or use the emergency phone. Your Management Team will alert either the elevator operator or any required emergency services such as the fire department, police, etc. If there is a medical emergency, emergency services will be alerted. It is important that you remain calm so emergency workers can communicate with you effectively.

If you have a cell phone, you may also call your Management Team for assistance using their regular contact information.

### **Inspections**

At least twice a year you will receive a notice that it is time for an inspection of your suite. These inspections are to ensure that your suite is meeting health, safety, and maintenance standards. When necessary, we will change furnace filters, batteries in smoke and carbon monoxide alarms, test alarms and replace them if necessary, and make sure plumbing, outlets, and HVAC units are operating safely and there are no noticeable hazards. Anything that needs to be fixed or replaced will be noted on the inspection forms.

To help expedite inspections, ensure windows, doors, smoke and carbon monoxide alarms, and appliances are easily accessible. All doors must remain unlocked for the inspection. You can choose whether you want to be home for your inspection. If you will not be home at the time of your inspection, please make sure any animals are contained. Please contact your Management Team if you have any questions about this process.

### **Hazardous Materials**

If you see a hazardous materials spill or leak, please alert your Management Team immediately. Do not attempt to clean up hazardous materials on your own.

Hazardous materials need to be disposed of according to your city's regulations. If you need to dispose of paint, batteries, or other hazardous material, please ask your Management Team for information on how to do so properly. Do not throw hazardous materials in your everyday garbage, flush them down the toilet, or pour them down the drain. Do not store hazardous/flammable chemicals in your suite or storage locker.

### **Evacuation Emergency Go Bag**

An Evacuation Emergency Go Bag is a collection of items you may need in the event of an evacuation. An Evacuation Emergency Go Bag should be packed in something sturdy and easy to carry, such as, a suitcase on wheels or a backpack. Every person in your household should have their own Evacuation Emergency Go Bag which should be easily accessible in the event you must leave your home in a hurry. Everyone's Evacuation Emergency Go Bag will be different and based on their individual needs.

If there is an evacuation, you may be unable to enter your apartment afterwards – depending on the situation this could be a few hours or several weeks. A well-packed emergency bag will help make that time away from home easier.

For more information on how to prepare an Evacuation Emergency Go Bag, Please visit

<https://www.getprepared.gc.ca/cnt/rsracs/pblctns/yprprdnssgd/yprprdnssgd-eng.pdf>

## Human Rights & Accessibility

Management is committed to upholding and observing provincial Human Rights and accessibility legislation. We support and protect the dignity and worth of everyone. Our policies, programs, and processes are designed to address, prevent, and eliminate discrimination in all aspects of employment and residency and when we provide services to others.

## Privacy

Vensuris Communities is committed to safeguarding the personal information entrusted to the company by our residents. Your privacy is important to us. We will only collect personal information required to maintain accurate records and will not release personal information to a third party without your consent.

## Policies & Procedures

The Policies Rules and Procedures that follow are intended to contribute to promoting and preserving a safe, clean, secure, nuisance-free, and hospitable environment for all occupants and assuring the peaceful enjoyment of our community for everyone. They are also intended to protect and enhance the property with no unreasonable interference.

The Rules are not designed to unduly interfere, restrict, or burden the use or enjoyment of the property. However, all residents and their guests are expected to abide by the Rules, which are meant to supplement the provisions of the Residential Tenancies Act outlining the resident's responsibilities.

All complaints of violations must be in writing and directed to the Building Management Team, by a resident, in a timely manner so that investigations and actions may be taken. Complaints should state the nature of the violation, the time and place, and the facts that gave rise to the violation as well as any possible photos or other evidence. Complaints should also include the unit number and the name of the party violating the rules, if known. The complaint should also include the name, unit number, email address, and phone number of the party making the complaint for follow up.

Once a complaint is investigated and substantiated, a warning letter will be issued to the violator and/or unit resident with time to correct the issue. If the Building Management Team determines that the issue is not rectified within an appropriate period of time, or if there is a repeated violation of the Rules, the Building Management Team shall take necessary action under the Rules and the Residential Tenancies Act to remedy the offense.

Failure to comply with any of the Rules may be grounds for application to the Landlord and Resident Board (LTB) for termination of the tenancy.

If any part of the Rules is found by the LTB Tribunal to be not enforceable, only such part of the clause found to be not enforceable shall become void, and same shall not affect the remainder of the Rules which shall remain in full force.

## Move-In Process

In the days leading up to or your day of move in, we will assist you with scheduling your move-in and elevator service access, signing up for your utilities, guess door access setup to your desired telephone as well as the mailbox and Snail parcel delivery systems and key fobs.

Prior to move in, all forms and applications must be completed, utilities must be transferred into the resident's name, and proof of Resident's insurance must be provided.

## Paying Your Rent

Your rent is due on or before the first of every month.

When you moved in, we provided you with a Preauthorized Debit form to provide your banking information for automatic payment withdrawal from your bank account, so you never have to worry about missing a payment or being late.

Please ensure that if your banking information changes, you notify us immediately as changes require 5 business days prior to monthly rent processing.

Any NSF or returned rent of any sort will be attempted a second time with an additional \$20.00 NSF fee included. If there is a second returned rent, you will be issues an N4 notice under the Landlord Resident Board.

Invoices issued for repair fees are due upon receipt. Any payment against the residents account shall be applied at the discretion of the Building Management Team and to the oldest outstanding debt.

Any amount paid by a third-party payor for a resident shall be deemed to have been paid by the resident and does not constitute the creation of a Landlord and Resident relationship with the third-party payor.

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## Late Payments/NSF Payments

If you are aware that your rent payment will be delayed, contact your Management Team as soon as possible. We encourage residents who may be making a late payment to work with us so that we can find a solution before the situation escalates.

If your rent payment is returned as NSF, there is an administrative fee as stated in your Lease agreement.

## Rent Increases

Notification of rental increases are administered according to the legislation. Management is dedicated to ensuring that rent increases are minimal, while still providing dependable service. If you have any concerns about your projected rent increase, please speak to your Management Team. Rental increases will only occur once every twelve months.



## Tenant Insurance

In order to protect you, your belongings, and everyone else in your building, Management requires that you always have up-to-date tenant insurance and that you provide Management with a copy of proof of your insurance.

Tenant insurance may, depending on your coverage, cover your belongings, help you cope with your needs after damage, and protect you from liability claims. Without tenant insurance, even accidents could result in substantial chargebacks resulting in the tenant being billed for the damages.

It is extremely important that you understand what is covered under your policy in the tenant insurance and that Building Management does NOT cover this. Speak with your insurance provider so you have a clear understanding of where your responsibility as a tenant ends and Building Management begins. You can be fully protected by your own insurance, often for a minimal daily fee.

Compared to the cost of replacing everything in your home or covering the cost of damage, it's worth it!

## Utilities

Electricity, water, natural gas for heat, telephone, and internet utilities are all the responsibility of the resident.

Every Residence is equipped with separate meters for your electricity, water, and heat. Those meters are monitored and billed to you by Wyse Utilities.

Wyse Metering is the third-party service provider for electricity, water, and natural gas for heating. Prior to your move in, you will be required to sign up with Wyse for an account for the utilities for your residence. They will set you up with an account and bill you monthly for all your utility use on one easy to understand bill that you will pay directly to Wyse. They also have a convenient online portal for your billing and payments as well as pre-authorized payment options for your convenience.

All residents shall complete an application and be approved by the Wyse utility company before moving into the complex. If this is not completed, the lease shall become null and void. The resident shall abide by all the Wyse Metering company requirements and maintain their account for the duration of their residency.

The Landlord shall not be responsible for any termination of services by Wyse Metering company of the resident's services for lack of payment or other fault of the resident.

In the event of any such default, the Landlord shall be entitled to file an application to the Landlord and Resident Board for recovery of any unpaid monies and for an order to terminate the tenancy.

If you have an issue with leaking taps or power issues or other utility issue, please contact the Management Team for assistance.

If you have a question or concern regarding your bill or payment, please contact Wyse directly.

<https://wyseutilities.com/>

[billing@wyseutilities.com](mailto:billing@wyseutilities.com)

1-844-411-0663

If there is a power outage, do not contact Wyse as they are only a utility billing provider. Please contact Bluewater Power about local outages.

We recognize our responsibility and strive to protect the environment through green initiatives, such as high-efficiency LED lighting, heat recovery units on our energy efficient furnace and air conditioning, new energy star appliances and new Moen fixtures. Some ways you can assist with keeping our planet green and your utility bills low include:

Reporting any dripping or leaking pipes or faucets as soon as possible.

Turning off the lights when you leave a room to not waste energy.

Turning off appliances and electronics when not in use.

Keeping windows and doors closed and reporting any drafts or cracks to reduce heat loss.

## **Telecommunication Utilities**

The building is equipped with both Bell Canada and Cogeco Fiber services direct to your suite. Both can provide you with telephone, internet, and television options.

We do not allow antenna or satellite installation on the balconies building or roof.

You may use digital antennas within your own suite, but management cannot guarantee the strength of any signal due to your suite location, surroundings and building construction.

## **Use of Your Apartment**

This is a community, and we want everyone to feel at home here.

If you witness any criminal or illegal activity in your community, report it to the Management Team and police immediately. You are also responsible for the behavior of anyone you invite onto the property. Illegal activity and misbehavior will not be tolerated. The use of your apartment or common areas for illegal activity is grounds for eviction, as well as criminal charges.

Operating a business of any kind out of your apartment violates the terms of your tenancy agreement.

Each unit shall have a maximum occupancy of two residents for each bedroom.

No unit shall be used for any purpose other than long term residency unless agreed by the Building Management Team.

No unit shall be used for temporary, transient residency, or residency of any term less than 1 year (i.e., bed & breakfast, daily room rental, vacation rental, AirBNB, Vrbo, or any form of sharing service).

All residents shall provide proper contact and emergency contact information to the Building Management Team including a list of all residents or visitors who are staying for any duration of 1 month or greater.

No resident shall modify a unit as to increase the number of bedrooms.

## **Reasonable Enjoyment**

As a resident, you, the other Residents, and the landlord are entitled to “reasonable enjoyment” of the apartment community.

There is no exact definition of reasonable enjoyment; it largely depends on common sense. For example, if one resident is playing loud music that can be heard in every surrounding apartment, it could be deemed as interfering with reasonable enjoyment.



No use or practice shall be allowed which is an unreasonable source of annoyance to the owners and residents of the complex, or which unreasonably interferes with the peaceful enjoyment, possession, or proper use of the complex by others.

Residents and their guests will be expected to reduce noise levels during the hours of 10 p.m. to 8 a.m., so that neighbours are not disturbed. At no time should instruments, music, televisions, cell phone conversations, or other noises on the balconies or in the hallways be so loud that they become a nuisance to neighbours.

Move in/out and large furniture deliveries shall be restricted to 8 a.m. to 8 p.m. and the movers shall use the designated move in doorway and hall at the west side of the building and designated elevator only so as not to restrict door /elevator access from other residents/guests. Elevators for move in/out access must be booked with the Management Team.

To ensure that you are not infringing on the reasonable enjoyment of others, avoid excess noise, keep your apartment and common areas clean, be courteous to your neighbours, and follow the guidelines in this Resident Handbook. Simple things like taking out your garbage regularly to avoid odours, using the designated smoking areas, and picking up after your pets are easy ways to keep everyone happy.

All residents are responsible for their occupants and guests' actions and damage and as such, the Building Management Team, upon being notified, shall take immediate steps under the Residential Tenancies Act to enforce all such rules, and issue all necessary notices to residents.

### **Care and Maintenance of Your Apartment**

Housekeeping is essential for everyone's comfort and enjoyment. Maintain your apartment's cleanliness to avoid and prevent issues such as vermin and hoarding. For your own safety, and that of other residents in the building, please avoid the excessive accumulation of belongings as well. All residents shall ensure that on a regular basis as well as upon move out, they have cleaned the floors, cupboards, toilets, sinks, tubs, countertops, and all appliances.

Management is not responsible for cleaning inside your suite. Residents shall keep premises in good condition and the Landlord shall be entitled to inspect said condition at reasonable times as allowed by the Residential Tenancies Act.

Any pest infestation found in any unit shall be immediately addressed and eliminated by the resident so as not to spread to any other unit or common areas and reported to the Building Management Team.

Hoarding or prolonged storage of the following materials within a unit is not allowed: garbage, degradable matter, excessive paper or other flammable items, any other item that may, in the sole and absolute discretion of the Building Management Team, overload the structure or constitute a fire, health or safety hazard.

Any resident who creates any of the above issues must rectify it to the satisfaction of the Building Management Team within a designated time period. If not completed, the Building Management Team may hire out the cleaning, pest elimination, exterminating, or removal of hoarded materials at a cost to be billed to the resident in addition to any notices filed with the LTB.

Residents will ensure that they are not allowing or bringing in any sort of pest, insect, or rodent into the complex and will promptly notify the Building Management Team of any such infestations requiring treatment. Every resident will comply promptly with any requirements for such treatment of infestations. Residents shall be responsible for the cost of any infestation (including treatment by a professional pest control contractor) caused by its their willful or negligent conduct, including allowing a person(s) on the premises who causes such infestation.

Management is responsible for cleaning of the lobbies, hallways stairwells and elevators and common areas inside and out. As our cleaners are not on duty 24/7, they may not be aware of a mess that requires attention until the next scheduled clean. Please be sure to notify Building Management if there is something that requires immediate attention. If you make a mess in the common areas, be considerate of our cleaning staff and please pickup/cleanup after yourself (i.e., spilled items, mud tracked throughout the halls, pet excrement, etc.). The Building Management Team's cleaning contractors are contracted to keep common areas clean in the normal course, but not to clean excessive and/or intentional messes left by residents.

No overloading of power shall be allowed. Power consumption shall be for residential use only. No hookup for business use (other than small private home office) is allowed.

No reselling of utilities is permitted.

A resident that damages the power infrastructure due to overloading from abuse or excessive use must pay for repairs.

All occupants shall ensure that they immediately report any dripping, leaking taps, running toilets or washers to conserve all water use in the building and ensure no damage to other areas of the building.

No laundry washer, sink or tub filling shall be left unattended to prevent overflow damage to floors or other areas of the building.

Residents will be responsible for the cost to service any clogged drains or toilets.

Always use mild soap and water to clean countertops, appliances, cabinetry, flooring, and walls. Never use bleach or corrosive products.

### **Maintenance Requests**

If you are experiencing a maintenance issue that is not an emergency, visit your Management Team to fill out a Maintenance Request Form or complete a request online through the Resident portal. The maintenance request will be evaluated by your building staff and work will be completed in a timely manner based on priority. We are committed to ensuring that all work is done to your satisfaction.

### **Entry and Locks and Cameras**

The building is equipped with several entry/exit points each with locks accessible to all residents.

Never lend your keys/fobs to anyone.

Never open doors for strangers

Never attempt to enter any mechanical or electrical area. Those are locked and not accessible to residents.

The entry doors are secure for all residents. Never leave entry doors propped open which would allow unwanted guests and pests to enter the building.

Some keys/fobs open other areas that you have been assigned access such as the bike room or storage rooms. Never lend your key/fob for those areas to someone.

Do not copy your building keys/fobs/access cards/codes to a non-resident.

You must contact the Building Management Team if your unit entrance lock requires changing.

The building is also equipped with several security cameras inside and outside the building. These are for the safety and security of all residents and their guests.

These cameras record activity in case the recordings are needed for incidents but are not monitored.

## Guest Access

Guests can access the building in two areas.

The main lobby entrance facing Afton Drive to the east.

The secondary entrance facing the parking lot to the west.

At each entrance vestibule, there is an access control box. Visitors call your suite from the control box in the vestibule.

The call will be received by your designated telephone, and you can speak with the visitor. You can choose either a land line or a cell phone for this. During the call, you can **press 9 to activate the door controller** that will allow the visitor to push the door open.

Never activate the door controller unless you know exactly who it is you are allowing into the building.

## Mailboxes

When you get your mail, please make sure to recycle any unwanted or junk mail in the bin provided or in your personal recycling, rather than leaving it in the mail area. Please note that Management Teams do NOT save mail or accept deliveries on behalf of Residents.

Canada Post delivery persons are the only people who can access your mailbox. If you have a parcel delivery through Canada Post, they will place that parcel in their own parcel delivery box and provide you with directions and a key to the box with your parcel. All other deliveries of mail by couriers must delivery to you personally or deliver to the parcel system.

If you misplace your mailbox keys, connect with your Management Team for a spare. If you are planning to move, make sure to change your address with your financial institutions, the government, subscriptions, etc. Consider contacting Canada Post to have your mail forwarded to ensure nothing goes missing.

## Snaile (parcel system)

Non-Canada Post deliveries are everyday occurrences today. But how do your parcels stay safe and how do you retrieve your parcels? We have partnered with Snaile. As part of your move in process, we will ask you for an email address/cell phone to receive notifications for parcels.

When a non-Canada Post courier arrives, they locate your unit number on the special parcel system screen and tell the system the size of your parcel and a locker automatically opens for them to secure your parcel. They simply place the parcel in and close the door. When the door locks, you will receive a notification by email or text that you have a parcel waiting along with a one-time code. When you arrive home, simply go to the main lobby and enter your one-time code on the screen and the locker pops open for you to retrieve your parcel. Close the locker when you are done.

## Parking

We have a large, shared parking area with the shopping plaza. There are no reserved parking spaces for Resident or their guest. Be a good parking-space neighbour and keep within the lines. All residents should register vehicles with the Management Team.

Residents are responsible to direct your guests to the appropriate parking areas and advise them of the parking rules. Any visitor staying longer than 3 days should register with the Management Team. For specific requirements on visitor parking, please speak with your Management Team.

The Addison has 2 designated accessible parking spots located on the South side on the building with quick access to the south and front entrances. Only those with appropriately permitted vehicles should use those spaces.

There are 2 EV charging stations located on the South side of the building.

These spaces are only to be parked in while charging stations are in use. Please be courteous to our other EV Residents and move your vehicle to another space once your charge has finished.

The Lay-by Lane at the east entrance of the building is for drop off and pick up and quick delivery only. This is not a parking zone.

There is no long-term parking for vehicles that are not in regular use, not licensed and insured or trailers/boats/recreational/off road vehicles.

Remember to be courteous of everyone in the area and do not park such that you block any exit, ramp, dock, fire route or garbage pickup area.

Any damage to the asphalt by a vehicle or any leak of a vehicle shall be the responsibility of the owner to clean and repair.

No vehicle repairs are to be conducted in the parking lot areas except for emergency repairs as may be necessary to move the vehicle off site for servicing.

Parking areas may be modified during the winter for snow piling/storage when necessary.

The Building Management Team may add a specific Parking Policy to regulate the parking of residents and guests to the property which may include designated spots or permits (at the time of this update, no such policy has been approved).

The Building Management Team is not responsible for any damage or loss in the parking area.

Non-compliance with any of these Rules or any future Parking Policy put in place or not following any posted parking lot regulations, will result in vehicles being towed at the owner's expense. Any cars contravening these rules may be towed without warning at the resident's expense.

By  VENSURIS  
COMMUNITIES

## **Garbage & Recycling**

Every municipality has a different garbage system, usually garbage should be sorted from recyclables. Please see the guidelines posted on the waste and recycling bins and talk to your Management Team for more information on how to sort and dispose of garbage or visit <https://www.sarnia.ca/living-here/waste/>

The Addison cares about the environment and we therefore encourage all our Residents to consider sustainable living practices and participate in the building's garbage sorting program to help preserve our planet. Recycling bins are located in the first floor Garbage Room

There shall be no littering. All garbage and recycling materials shall be deposited only in designated dumpsters, cans, or garbage chutes. No garbage, trash, or recyclable materials shall be permitted to remain in the hallways, balconies or any other space that is not the residents' unit.

Only throw small kitchen size bags down the trash chutes. Do not attempt to put large bags, any boxes, or oversized items down the chutes. Forcing oversized items down the chutes can damage the delicate fire sprinkler parts in the chutes designed to protect residents and the building.

Cat litter must always be bagged and taken directly to the garbage bin downstairs and never thrown down the chute.

Diapers of any kind (i.e., children and adult) must always be placed in another bag before being placed down the chute or in the dumpster.

Boxes greater than 30 inches by 30 inches must be broken down and placed in the recycling bins in the garbage room on the first floor and cannot be thrown down the chutes.

Do not bring waste from other locations to the complex.

Do not toss garbage into the gardens, lawn area or parking lots.

If you need to dispose of large items, furniture, e-waste items, and small appliances, they cannot be left in your building's garbage room or on the curb.

Electronics and appliances must go to a designated facility. Visit: <https://www.sarnia.ca/e-waste-recycling/>

Household Hazardous Waste must be taken to a Lambton Facility – call 519-845-0801 or visit:

<https://www.lambtononline.ca/en/resident-services/household-hazardous-waste.aspx>

While Large furniture pickup is still offered by the municipality, you must take those items out the back door disposed of appropriately. For dates and details please visit: <https://www.sarnia.ca/large-item-collection/>

Absolutely no needles are to be placed in the complex waste. All Needles should be properly disposed of as medical waste in an appropriate "Sharps" container and taken to an approved medical waste facility/pharmacy.

It is entirely prohibited to leave any waste in the chute closets. All waste must be placed down the chute or taken to the main level and placed in the dumpster or recycling bins.

Do not dump liquid grease down the garbage chute no matter how contained or bagged. Place sealed containers of grease in the garbage room dumpster on the first floor.



### **Hallways and Common Areas**

The hallways belong to everyone, so please don't store bicycles, Welcome mats, décor, shoe racks, garbage, shopping carts, or other household items in the hallways. These are a safety hazard (fire, health, theft, and tripping issues), and against Ontario Fire Act.

Children and pets should not run/play in the lobby, hallways, stairwell, or common areas for their own safety and out of consideration for your fellow Residents. At all times, children under the age of 10 must be accompanied by an adult while utilizing the elevator. Children are to be monitored and supervised while playing outdoors and avoid any play in the parking areas.

There shall be no misuse of the common areas, which damages the space, increases the maintenance, or causes unreasonable disturbance or annoyance to the residents who share the common areas.

No intoxicated behaviour of any kind in common areas or on the grounds or parking areas will be tolerated. This includes alcohol or other substance abuse.

No rollerblading, bike riding, or skateboarding anywhere inside the building.

No bikes, e-bikes or scooters are to be brought beyond the bike room through hallways, elevators, or into resident suites without Building Management Team approval.

## Shared Amenities

Your building is equipped with common areas such as a lounge, community patio and BBQ. We want everyone to enjoy them! Always follow the posted rules to ensure that everyone can appreciate them. Observe the necessary safety precautions, reservation regulations and hours of operation. The communal spaces are a great place to get to know and interact with your neighbours.

The lounge has a Maximum capacity of 50 persons.

Please remember that smoking is not permitted in any communal spaces.

You will be charged a cleaning fee deposit of \$50.00 at time of reservation which will be returned if the room is left clean. Additional charges may apply for damage. Reservations and deposit payment can be made online through our Resident portal.

## Storage Rooms and Bike Room

Your building is equipped with 2 storage rooms with individual lockers. Lockers are rented on a first come first served basis for a monthly rental fee of \$10.00. Only residents with storage lockers will be provided access to these rooms. All residents will require a lock to be secured on their locker(s)

Your building is equipped with an indoor bike room free of charge. The room is complete with racks to secure your bike. The room is also equipped with special electrical outlets that can be rented for those needing to charge e-bikes or scooters. This room is secured and accessible by only those requesting space for bikes/scooters and is accessible with a hallway door across from the elevator as well as a separate exterior door for ease of entry/exit. We request all residents to use the bike room to prevent dirt/damage to the hallways and elevator and reduce clutter inside your suite.

## Pets

For our 'Pet-Friendly' building with two- and four-legged residents, it is important for everyone to be comfortable. For their own safety and the safety of others, pets are not allowed to freely roam the hallways or grounds and should be always leashed when outside of your suite by a responsible individual, on a leash of no more than 10 feet.

Don't forget the baggies on walks when you toilet your pet off the complex grounds and excrement should be disposed of in a sanitary manner as per the City of Sarnia requirements. All accidental pet excrement on the complex grounds shall be immediately picked up, removed, and sanitized by the pet owner. No toileting of pets on the balconies.

You are responsible for keeping your furry friends quiet, cleaning up after them, and disposing of pet waste appropriately. Animals are not permitted to urinate or defecate on the patio or the balcony and are not to be housed there either.

If you are considering getting a pet but are not sure if this is allowed, please speak with your Management Team.

Dogs shall be limited in size to 30 pounds or less as an adult, except those acting as a registered service animal.

The occupant will maintain no more than 1 pet per unit.

Owners must obtain and maintain liability insurance against all damage caused by their pet. Proof of insurance shall be submitted to the Building Management Team.



The resident agrees that they are fully responsible for all damage caused by their pet to any portion of the complex and shall reimburse the Landlord for the cost of any repairs to said damage.

All pet owners shall register all pets kept on site with the Building Management Team and provide proof every year of rabies vaccines, flea treatments and an up-to-date municipal license.

Breeding, boarding, pet sitting, grooming services, or maintaining any pets for any commercial purposes are expressly prohibited.

Excessive noise from any animal will not be tolerated at any time of the day or night. City of Sarnia by-law enforcement prohibits excessive noise at any time and is subject to a provincial offense ticket or possible court appearance. Repeated offences may be subject to an LTB application for removal of the animal or lease termination.

Unprovoked aggressive actions by a pet towards a resident, guest, or other pet will not be tolerated. In such a case, the pet may be required to immediately wear a muzzle in all common areas and further steps may be taken with the LTB or By-Law Enforcement.

The resident acknowledges that there are grounds to terminate the tenancy by way of notice of application at the Landlord and Resident Board should the pet cause any damage, endanger others, cause a severe allergic reaction, or interfere with the enjoyment of others in the complex.

At no time shall any poisonous, obnoxious, or hooved pet be kept on the premises.

In addition to these Rules, City of Sarnia By-Law # 234 of 1992 as amended by By-law 178 of 2019 governs all Animal Control.

Pitbull breeds are restricted by the Dog Owners' Liability Act RSO 1990

## **Plumbing**

In order to prevent damage to your apartment and the building's plumbing, please dispose of waste properly and stick with the 3 P's when flushing (Pee, Poo & Toilet Paper only). Never flush food, grease, diapers, feminine hygiene or incontinence products or wipes. Expired and unused medications can be returned to any pharmacy free of charge – these items should never go down the drains as they can contaminate the water supply. Please wrap/bag and dispose of these as waste in the dumpster. Follow the carefully written instructions on the prescription label for proper disposal information. If no disposal information is listed, call your local law enforcement agencies to see if they are sponsored with any "take-back" programs or call your city's trash and recycling service to learn about further medical disposal guidelines and options for your area.

If your toilet is running, or you notice a dripping or leaking faucet, please report it to your Management Team immediately. Small plumbing problems don't just wastewater, they can lead to more serious water damage over time.

If your drains are clogged, please contact your Management Team. Do not use Drano or similar products, as these can damage the plumbing. If you find your toilet is clogging regularly, it may be the toilet paper, wipes, quilted or 3-ply toilet paper particularly with added lotion or aloe that do not dissolve easily in high-efficiency toilets. Consider switching to a lower ply paper and only disposing of wipes in the garbage to avoid unnecessary plumbing issues.

Household hazardous waste, chemical solvents, and cooking oils should never be disposed of through the drains in your apartment. Please see the garbage disposal rules for your building.

Do not leave windows open in the winter, as this can cause pipes to freeze and burst and any cost associated with burst pipes is the Resident's responsibility. Alert your Management Team immediately if you believe your pipes have frozen or burst.

## Laundry

You have been provided with in suite washer and dryer.

Do not disconnect any water/power or venting of these appliances.

Do not overload the capacity of the units.

If the appliances are not working, notify the Building Management Team to place a service call.

It is your responsibility to clean the lint from the vents on a regular basis.

Out of courtesy for your neighbour, only use washers and dryers between the hours of 8 a.m. and 10 p.m. and under supervision. This is to reduce noise during sleep hours as well as monitor for any potential hazards.

The laundry appliances are a courtesy provided by the building for the exclusive use of residents. No unit washers and dryers shall be used for any business purposes so as not to excessively use the units beyond their specifications and associated utilities. Replacement or repairs to washers and dryers due to excessive use will be charged back to the resident.

## Balcony Use

Your apartment is equipped with a balcony, please be considerate of your neighbours. A unit shall have exclusive use of any balcony to which that unit provides sole and direct access. Ground floor units may use only the concrete area and not the grass area as their personal space.

Avoid over-watering plants on your balcony that might drip or fall on balconies below.

There is no spitting, or throwing of any objects, (including cigarette butts) allowed from the balconies. Throwing any items from balconies is strictly forbidden. Anything that falls or blows off your balcony is the residents' responsibility, and the resident is liable for any damage/injury/cleanup that is incurred.

Animals are not permitted to urinate or defecate on patios or balconies, nor should they be housed there.

No planter boxes hanging off the outside of balconies or from the railings are allowed as this is a potential overhead hazard and can damage the safety rail meant to protect you.

Due to fire and safety regulations, barbecuing or cooking on your balcony or patio is prohibited. At the Addison there is a community barbecue available for your use located on the lounge patio.

Please do not use your balcony for extra storage or garbage, as items can blow away and cause damage or injury to others. Always secure any loose items that may blow off the balcony and harm any passerby or the building. This includes umbrellas and other furnishings. The balcony is not a storage area, garbage area or garden and the residents shall always maintain it in a neat and tidy condition.

No antenna, satellite dish, or receiver shall be affixed to the balcony or outside walls of the suite.



## Barbecue

Barbecues/Grills with charcoal or propane or open flame are not allowed inside or on balconies.

All electric barbecues, while in operation, must be outside and shall NOT be left unattended.

All residents have access to the resident gas fired barbeque outside the amenity area on the patio.

## Painting & Decorating

We know that your apartment will reflect you, and we recognize that you may want to decorate it to reflect your own taste and personality. To ensure that you can personalize your apartment, but still conform to the Addison standards, please follow the guidelines below:

### What you CAN do, without permission from the Management Team:

Move or change furniture, area rugs, accent pieces, etc. without damaging the wall or the floor.

But we recommend using Hooks with Command Adhesive or Duck Brand/Scotch Removable Adhesive Putty, but we recommend using Hooks with Command Adhesive or Duck Brand/Scotch Removable Adhesive Putty.

### What you MAY be able to do, with permission from the Management Team:

Paint – You will need to have the colour and paint type approved and will be required to paint over it in the original colour prior to moving out. You will need to ensure that it is a professional quality paint job and use drop sheets to protect the flooring,----not over plate covers, receptacles, sensors, etc.

### What you can NOT do:

Put holes in damage or paint door frames, window frames, closets, countertops, cabinets, floors, or any other non-drywall surfaces.

Do not move/alter plumbing, heating, safety or electrical.

Use dark paint colours on the walls.

Replace or alter flooring, countertops, or cabinetry, ceiling, doors, appliances.

Remove/alter walls, windows.

Remove the provided window coverings nor install any other window coverings without prior approval from the Building Management Team.

## Smoking

This is a Smoke-Free building, and the Smoke Free Ontario Act governs all common elements of this premises.

There is no smoking or vaping of tobacco type or cannabis type products in any form in any common area or within 15 feet of any entrance to the building is allowed. No smoking or vaping of tobacco type or cannabis type products in any form in any suites is allowed.



Smoking of tobacco products only is permitted on your exclusive balcony area, only with care taken to not allow second hand smoke to bother your neighbours' enjoyment of their balcony areas.

Do not dispose of butts from your balcony, on the lawn or parking areas. DO NOT throw cigarette butts down the garbage chutes or in the waste bins unless thoroughly cooled or extinguished with water.

No growing/cultivating of any cannabis is allowed in suites on balconies or anywhere on the complex property.

## Other Regulations

Residents shall not keep flammable chemicals within their suite or onsite storage lockers.

No resident shall interfere in any manner with any portion of the heating, lighting, or any other apparatus in or about the building.

Resident shall be responsible for closing of doors and windows in his or her apartment during storms to prevent water damage and to prevent pests from entering the premises.

Doors to individual suites shall be used for entrance and exit and otherwise shall be kept always closed.

No additional locks or changing of existing locks on any door is permitted. If the locks on a unit require changing, please contact the Building Management Team.

Please advise the owner promptly of any malfunctions or difficulties regarding in suite laundry, appliances, etc., so that repairs and/or adjustments can be made with the least inconvenience.

Nothing shall be attached to walls or woodwork except with stick-on type fasteners.

No indoor gardens are permitted. No hot tubs or spas are permitted.

No drug or alcohol production allowed on site.

The Roof is not a common area of the building, and no resident or guest shall use the roof area.

All cooking shall be performed in the kitchen area provided of each suite.

No open flame is permitted in resident suites.

Do Not remove window or balcony screens.

No resident shall affix any signage or advertising that can be seen from outside their suite.

Any costs to repair damage caused by move in/out shall be recoverable from the resident.

The resident shall refrain from any acts that would result in any violation of city bylaws, municipal regulations, provincial or federal laws/acts causing an offense.

## Moving Out

We're sorry to see you go and hope you'll consider returning to a Vensuris Community in the future.

According to your tenancy agreement and provincial legislation, you will need to provide written notice of your leave 60 days prior to your move out date any time following your first year of residency and must be the last day of a rental period. Contact your

Management Team to understand your responsibilities and visit the Landlord Tenant Board website to obtain the proper N9 form and instructions on completion of a Tenant's Notice to End the Tenancy.

Please make sure that, except for normal wear and tear, your apartment, including appliances, is clean and in the same or better condition than when you moved in.

You will be contacted to schedule a move-out time with your Management Team and given a final inspection report to sign. Within 30 days before your scheduled move-out date, the Management Team will conduct a preliminary move-out inspection and note anything that needs your attention before the final inspection. Any additional costs for the chargebacks noted at the final inspection will be added to your bill. It is the tenant's responsibility to participate in that inspection.

If your Management Team indicates that repairs, cleaning, or painting are needed, you can complete these tasks or to pay for the damage yourself to avoid the charges. Any cost of repairing defects/damage other than normal wear and tear shall be immediately payable to the Landlord and due upon receipt of the bill.

Remember to return all your keys/fobs/cards for a refund of your deposit and to clean out your storage locker and remove all your possessions from your suite.

Please make sure that you provide proper notice to the utility companies of your move out date and leave us a forwarding address for any final correspondence. Don't forget to let Canada Post know about your move so they can forward your mail.

Your Management Team will likely need to show your apartment to prospective applicants. While we do have the right to be proactive with this role, we do respect our tenants' privacy and will make every effort to give you adequate notice of these viewings.



The Landlord reserves the right to change any of the foregoing rules by rescinding or amending, or to make such other rules or regulations as are deemed necessary to provide for the comfort and convenience of all residents, and for the safety, care, proper maintenance, and cleanliness of the premises.

Schedule A - Area Maps

<https://www.sarnia.ca/discover-sarnia/>

<https://www.ontbluecoast.com/road-map/>



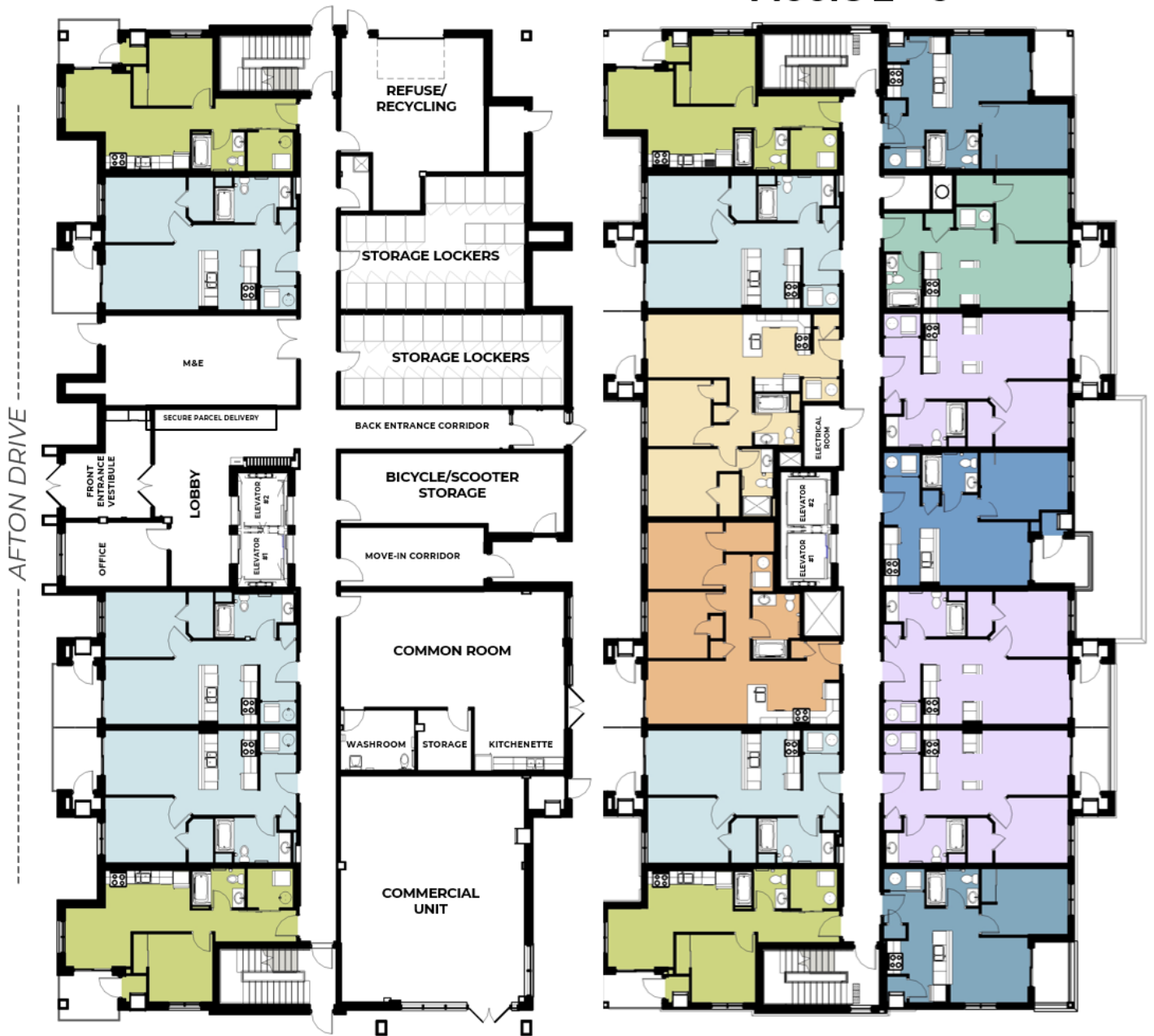
Schedule B - Site Map



Schedule C - Building Floor Plan

1st Floor

Floors 2 - 6





## Thermostat

### THERMOSTAT OPERATION

Before you begin using your thermostat, you should be familiar with its features and with the display and the location and operation of the thermostat buttons. Your thermostat consists of two parts: the **thermostat cover** and the **base**. To remove the cover, gently pull it straight out from the base. To replace the cover, line up the cover with the base and press gently until the cover snaps onto the base.

#### The Thermostat Buttons and Switches

- ① (Up arrow) Raises temperature setting.
- ② (Down arrow) Lowers temperature setting.
- ③ Time button.
- ④ PRGM (program) button.
- ⑤ RUN (program) button.
- ⑥ HOLD button.
- ⑦ FAN switch (ON, AUTO).
- ⑧ SYSTEM switch (COOL, OFF, HEAT).

#### The Display

- ⑨ Indicates day of the week.
- ⑩ is displayed when the SYSTEM switch is in the HEAT position. is displayed (non-flashing) when the SYSTEM switch is in the COOL position. is displayed (flashing) when the compressor is in lockout mode.
- ⑪ Alternately displays current time and temperature.
- ⑫ is displayed when the 2 "AAA" batteries are low and should be replaced. Nothing else will be displayed. Earlier models display "LO BATTERY". Refer to 37-7006.
- ⑬ Displays currently programmed set temperature (this is blank when SYSTEM switch is in the OFF position).
- ⑭ "HOLD" is displayed when the thermostat is in the HOLD mode.

#### Operating Features

Now that you are familiar with the thermostat buttons and display, read the following information to learn about the many features of the thermostat.

- **SIMULTANEOUS HEATING/COOLING PROGRAM STORAGE** — When programming, you can enter both your heating and cooling programs at the same time. There is no need to reprogram the thermostat at the beginning of each season.
- **TEMPERATURE OVERRIDE**— Press or until the display shows the temperature you want. The thermostat will override current programming and keep the room temperature at the selected temperature until the next program period begins. Then the thermostat will automatically revert to the program.
- **HOLD TEMPERATURE** — The thermostat can hold any temperature within its range for an indefinite period, without reverting to the programmed temperature. Press HOLD button. "HOLD" will be displayed. Then choose the desired temperature by pressing or . The thermostat will hold the room temperature at the selected setting until you press the RUN button to start program operation again.

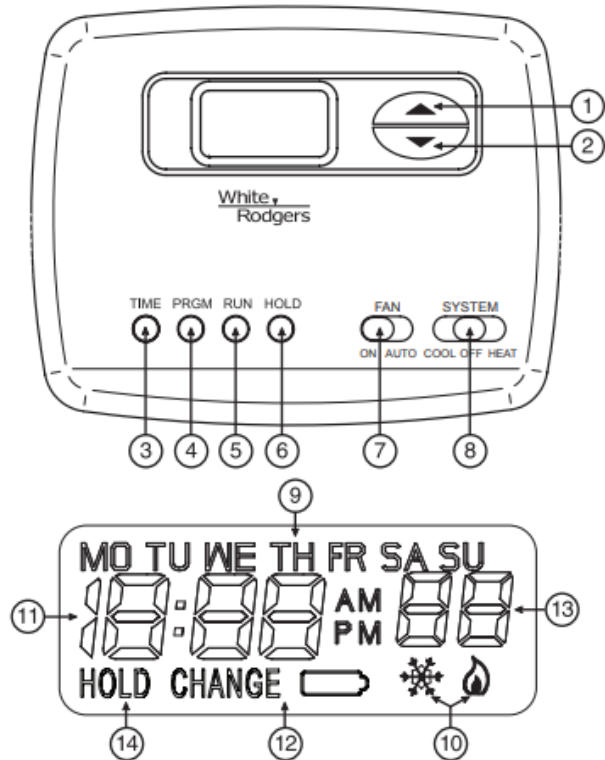






Figure 8. Thermostat display, buttons, and switches

- **ENERGY MANAGEMENT RECOVERY** — Energy Management Recovery (EMR) causes the thermostat to start heating or cooling early to make the building temperature reach the program setpoint at the time you specify. Heating will start 5 minutes early for every 1° of temperature required to reach setpoint. Cooling will start approximately 15 minutes early for every 1° because it takes longer to reach temperature. Clipping W903 jumper will disable EMR.

**Example:** You select EMR and have your heating programmed to 65° at night and 70° at 7 AM. If the building temperature is 65° the difference between 65° and 70° is 5°. Allowing 5 minutes per degree the thermostat setpoint will change to 70° at 6:35 AM.

- **°F/°C CONVERTIBILITY** — The factory default setting is Fahrenheit. Clipping W904 jumper on the circuit board (see fig. 1) will alter this feature to Celsius temperature setting.
- **LOW BATTERY INDICATOR** — If the 2 "AAA" alkaline batteries are low and should be replaced, the display will be blank except for . When the batteries are low, pressing any button will cause the display to operate for ten seconds. After ten seconds, the display will be blank except for . After has been displayed for 4 weeks, the thermostat will raise the temperature 10° above your setpoint in **COOL** mode and drop the temperature 10° below your setpoint in **HEAT** mode. You cannot program with low batteries, but you can override setpoint temperature.
- **TEMPERATURE DISPLAY ADJUSTMENT** — Your new thermostat has been accurately set in our factory. However, if you wish, you may adjust your new thermostat temperature dis-

play to match your old thermostat. This can be accomplished (within a  $\pm 3^\circ$  range) as follows:

1. Press PRGM and RUN buttons at the same time.
  2. Press  or  to adjust the displayed temperature to your desired setting.
  3. Press RUN to resume normal program operation.
- **Display Backlight** — (Not available on earlier models.) The display backlight improves display contrast in low lighting conditions. Selecting backlight ON will turn the light on for a short period of time after any button is pressed. Selecting backlight OFF (default) will keep the light off. Turn the display backlight feature ON as follows:
    1. Press TIME and RUN buttons at the same time. The display will show "d-L" and "OFF" alternately.
    2. Press  or  to change "OFF" to "ON"

## PROGRAMMING YOUR THERMOSTAT

This section will help you plan your thermostat's program to meet your needs. For maximum comfort and efficiency, keep the following guidelines in mind when planning your program.

- When heating (cooling) your building, program the temperatures to be cooler (warmer) when the building is vacant or during periods of low activity.
- During early morning hours, the need for cooling is usually minimal.

Look at the factory preprogrammed times and temperatures shown below. If this program will suit your needs, simply press the RUN button to begin running the factory preset program.

If you want to change the preprogrammed times and temperatures, follow these steps.

Determine the time periods and temperatures for your weekday and weekend programs. You must program four periods for both the weekday and weekend program. However, you may use the same heating and cooling temperatures for consecutive time periods. You can choose start times, heating temperatures, and cooling temperatures independently for both weekday and weekend programs (for example, you may select 5:00 AM and 70° as the weekday **1st period heating** start time and temperature, and also choose 7:00 AM and 76° as the weekday **1st period cooling** start time and temperature). Use the table at the bottom of the page to plan your program time periods and the temperatures you want during each period. You may also want to look at the sample program table to get an idea of how the thermostat can be programmed.

**SAMPLE**  
Heating/Cooling Schedule Plan (Factory Program)

Period	WEEKDAY (5 DAY)		WEEKEND (2 DAY)		
	Start Time	Temperature	Start Time	Temperature	
<b>HEAT</b>	1ST	6:00 AM	70 F	6:00 AM	70 F
	2ND	8:00 AM	62 F	8:00 AM	62 F
	3RD	5:00 PM	70 F	5:00 PM	70 F
	4TH	10:00 PM	62 F	10:00 PM	62 F
<b>COOL</b>	1ST	6:00 AM	78 F	6:00 AM	78 F
	2ND	8:00 AM	85 F	8:00 AM	85 F
	3RD	5:00 PM	78 F	5:00 PM	78 F
	4TH	10:00 PM	82 F	10:00 PM	82 F



## Entering Your Program

Follow these steps to enter the heating and cooling programs you have selected.





### Set Current Time and Day

1. Press TIME button once. The display will show the hour only.

EXAMPLE: 

2. Press and hold either  or  until you reach the correct hour and AM/PM designation (**AM** begins at midnight; **PM** begins at noon).
3. Press TIME once. The display window will show the minutes only.

EXAMPLE: 





4. Press and hold either  or  until you reach the correct minutes.
5. Press TIME once. The display will show the day of the week.
6. Press  or  until you reach the current day of the week.
7. Press RUN once. The display will show the correct time and room temperature alternately.

### Enter Heating Program

1. Move the SYSTEM switch to **HEAT**.
2. Press PRGM once. "A" (indicating weekday program) will appear in the display. Also displayed are the currently programmed start time for the **1st heating** period and the currently programmed temperature (flashing).

EXAMPLE: 

This display window shows that for the 1st weekday period, the start time is 6:00 AM, and 70° is the programmed temperature (this example reflects factory preprogramming).

3. Press  or  to change the displayed temperature to your selected temperature for the 1st heating program period.
4. Press TIME once (the programmed time will flash). Press  or  until your selected time appears. The time will change in 15 minute increments. When your selected time is displayed, press TIME again to return to the change temperature mode.
5. Press PRGM once. The currently programmed start time and setpoint temperature for the **2nd heating** program period will appear.

Heating/Cooling Schedule Plan

Period	WEEKDAY (5 DAY)		WEEKEND (2 DAY)	
	Start Time	Temperature	Start Time	Temperature
<b>HEAT</b>	1ST			
	2ND			
	3RD			
	4TH			
<b>COOL</b>	1ST			
	2ND			
	3RD			
	4TH			



## PROGRAMMING YOUR THERMOSTAT CONTINUED

6. Repeat steps 4 and 5 to select the start time and heating temperature for the 2nd heating program period.
7. Repeat steps 4 through 6 for the 3rd and 4th heating program periods. Weekday heating programs are now complete.
8. Press PRGM once. "SA SU" (indicating weekend program) will appear in the display, along with the start time for the 1st heating period and the currently programmed temperature.
9. Repeat steps 4 through 8 to complete weekend heating programming.
10. When you have completed entering your heating program, press RUN.

### Enter Cooling Program

**If the outside temperature is below 50°F, disconnect power to the cooling system before programming. Energizing the air conditioner compressor during cold weather may cause personal injury or property damage.**

1. Move SYSTEM switch to **COOL** position.
2. Follow the procedure for entering your heating program, using your selected cooling times and temperatures.

### Check Your Programming

Follow these steps to check your thermostat programming one final time before beginning thermostat operation.

1. Move SYSTEM switch to **HEAT** position.
2. Press PRGM to view the 1st weekday heating period time and temperature. Each time you press PRGM, the next heating period time and temperature will be displayed in sequence for weekday, then weekend program periods (you may change any time or temperature during this procedure).
3. Press RUN.
4. Move SYSTEM switch to **COOL** position.
5. Repeat step 2 to check cooling temperatures.
6. Press RUN to begin program operation.

**YOUR THERMOSTAT IS NOW COMPLETELY PROGRAMMED AND READY TO AUTOMATICALLY PROVIDE MAXIMUM COMFORT AND EFFICIENCY!**

The Addison

By



VENSURIS  
COMMUNITIES

## Refrigerator

[https://api.whirlpoolcentral.ca/resources/documents/ART318FFDS\\_use\\_and\\_care\\_en.pdf](https://api.whirlpoolcentral.ca/resources/documents/ART318FFDS_use_and_care_en.pdf)

### IMPORTANT SAFETY INSTRUCTIONS

**WARNING:** To reduce the risk of fire, electric shock, or injury to persons when using your appliance, follow basic precautions, including the following:

- Children should be supervised to ensure that they do not play with the appliance.
- 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.
- Do not use an extension cord.
- If power supply cord is damaged, it must be replaced by the manufacturer, its service agent, or a similarly qualified person in order to avoid a hazard.
- Connect to potable water supply only.
- This appliance is intended to be used in household and similar applications such as: staff kitchen areas in shops, offices, and other working environments; farm houses and by clients in hotels, motels, and other residential-type environments; bed and breakfast-type environments; and catering and similar non-retail applications.
- Do not store explosive substances such as aerosol cans with a flammable propellant in this appliance.
- Do not use replacement parts that have not been recommended by the manufacturer (e.g., parts made at home using a 3D printer).
- Keep ventilation openings, in the appliance enclosure or in the built-in structure, clear of obstruction.
- Do not use mechanical devices or other means to accelerate the defrosting process, other than those recommended by the manufacturer.
- Do not damage the refrigerant circuit.
- Do not use electrical appliances inside the food storage compartments of the appliance, unless they are of the type recommended by the manufacturer.

**SAVE THESE INSTRUCTIONS**



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# REFRIGERATOR USE

## Using the Controls

Your refrigerator has two controls that affect the temperature. The Temperature control is located at the top front of the refrigerator compartment and the Airflow control is located on the back wall of the freezer compartment.

### IMPORTANT:

- The recommended setting should be correct for normal household refrigerator use. The controls are set correctly when milk or juice is as cold as you like and when ice cream is firm.
- Wait 24 hours for your refrigerator to cool completely before adding food. If you add food before the refrigerator has cooled completely, your food may spoil.

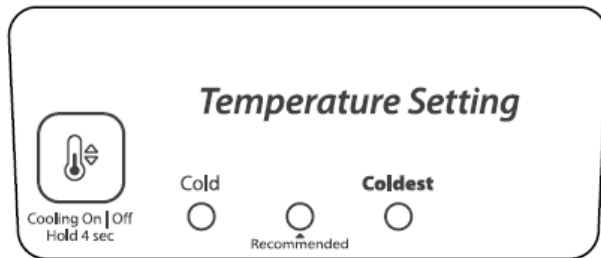
**NOTE:** Adjusting the refrigerator and freezer temperature controls to a colder than recommended setting will not cool the compartments any faster.

- If the temperature is too warm or too cold in the refrigerator or freezer, first check the air vents to be sure they are not blocked before adjusting the controls.

### Temperature Control

For your convenience, the temperature control is preset at the factory. When you first install your refrigerator, make sure the control is still preset as shown.

#### Recommended Setting



### Cooling Off/On

- To turn Cooling Off, press and hold the Temperature Setting button for 4 seconds, until all lights turn ON for 1 second. To turn cooling back on, press and hold the Temperature Setting button again for 4 seconds.

**NOTE:** Neither compartment will cool when the control is set to OFF.



Cooling On | Off  
Hold 4 sec

### Adjusting the Temperature Control

If you need to adjust the temperature in either the refrigerator or freezer compartment, use the settings listed in the chart below as a guide.

**NOTE:** Except when starting the refrigerator, do not adjust the control more than one setting at a time. Wait 24 hours between adjustments for the temperature to stabilize.

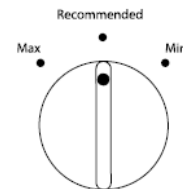
- Press the Temperature Setting button to toggle among the three LED lights which indicate the temperature setting. Reading from left to right, the LED in the first position is the least cold. The LEDs indicate increasingly colder settings as you continue to the right.

CONDITION/REASON:	ADJUSTMENT:
REFRIGERATOR too warm	TEMPERATURE Control one setting higher
FREEZER too warm/too little ice	AIRFLOW or TEMPERATURE Control one setting higher
REFRIGERATOR too cold	TEMPERATURE Control one setting lower
FREEZER too cold	AIRFLOW or TEMPERATURE Control one setting lower

### Airflow Control

The Airflow control regulates the amount of air flowing between the freezer and the refrigerator compartments.

When you plug in the refrigerator for the first time, turn the Airflow control to the Recommended setting.



### Adjusting the Airflow Control

If you want to temporarily increase the cold airflow to a specific compartment, adjust the control.

- Max - Increase airflow to the freezer
- Min - Increase airflow to the refrigerator

**IMPORTANT:** Once the performance is achieved, return the Airflow control to the Recommended setting to keep the refrigerator operating at optimum efficiency.

CONDITION/REASON:	ADJUSTMENT:
Heavy ice use	Max
Hot room temperature	Max - To maintain ice making production rate
Large quantity of groceries	Min - To quickly chill food and beverages

# REFRIGERATOR AND FREEZER FEATURES

## Refrigerator Shelves

### Important information to know about glass shelves and covers:

Do not clean glass shelves or covers with warm water when they are cold. Shelves and covers may break if exposed to sudden temperature changes or impact, such as bumping. Tempered glass is designed to shatter into many small, pebble-size pieces. This is normal. Glass shelves and covers are heavy. Use both hands when removing them to avoid dropping.

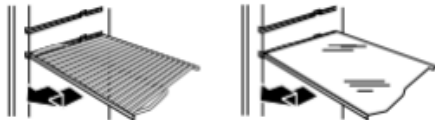
### Refrigerator Shelves

The shelves in your refrigerator are adjustable to match your individual storage needs.

Storing similar food items together in your refrigerator and adjusting the shelves to fit different heights of items will make finding the exact item you want easier. It will also reduce the amount of time the refrigerator door is open, and save energy.

### To remove and replace a shelf:

1. Remove items from the shelf.
2. Slide the shelf straight out to the stop.
3. Depending on your model, lift back or front of the shelf past the stop. Slide shelf out the rest of the way.
4. Replace the shelf by sliding the back of the shelf into the track in the wall of the cabinet.
5. Guide the front of the shelf into the shelf track. Be sure to slide the shelf in all the way.



## Freezer Shelf

### Important information to know about glass shelves and covers:

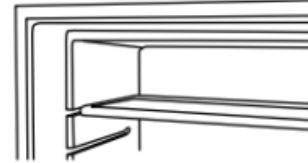
Do not clean glass shelves or covers with warm water when they are cold. Shelves and covers may break if exposed to sudden temperature changes or impact, such as bumping. Tempered glass is designed to shatter into many small, pebble-size pieces. This is normal. Glass shelves and covers are heavy. Use both hands when removing them to avoid dropping.

### Full-Width Shelf (on some models)

Depending on your model, the shelf may be wire or glass.

### To remove and replace the freezer shelf:

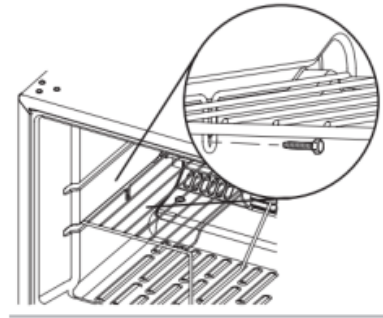
1. Remove items from the shelf.
2. Lift back of shelf over stop and slide shelf straight out.
3. Replace the shelf by sliding the back of the shelf into the tracks on walls of cabinet.
4. Be sure to slide the shelf in all the way.



### Half-Width Shelf (on some models)

**IMPORTANT:** The half-width shelf can only be installed in the left-hand side of the freezer compartment.

1. Remove items from the shelf.
2. Remove the shelf screw. Lift back of the shelf over the stop and slide it out.
3. Replace the shelf by sliding the back of the shelf into the tracks on the walls of the cabinet. Fasten the shelf screw.



### Frozen Food Storage Guide

Storage times will vary according to the quality and type of food, the type of packaging or wrap used (should be airtight and moisture-proof), and the storage temperature. Seal the package or container securely to avoid taste and odor transfer throughout the product. Ice crystals inside a sealed package are normal. This simply means that moisture in the food and air inside the package have condensed, creating ice crystals.

Put no more unfrozen food into the freezer than will freeze within 24 hours (no more than 2 to 3 lbs of food per cubic foot [907 to 1,350 g per L] of freezer space). Leave enough space in the freezer for air to circulate around packages. The freezer door must close tightly.

**NOTE:** For more information on preparing food for freezing, check a freezer guide or reliable cookbook.



## Door Rails or Trivets

### SNAP ON DOOR RAILS OR TRIVETS

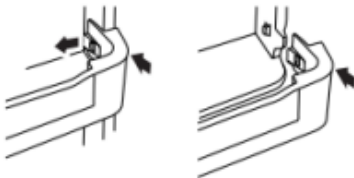
To remove and replace the rails or trivets:

1. Depending on your model, remove the rails or trivets by pushing in slightly on the front of the bracket while pulling out on the inside tab. Repeat these steps for the other end.
2. Replace the rails or trivets by aligning the ends of the brackets with the buttons on the sides of the door liner. Firmly snap bracket and assembly onto the tabs above the shelf as shown.

#### Style 1 - Door Rails



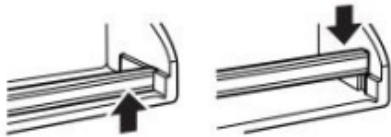
#### Style 2 - Trivets



### DROP-IN DOOR RAILS

To remove and replace the rails:

1. Remove the rails by pulling straight up on each end of the rail.
2. Replace the rails by sliding the shelf rail into the slots on the door



## Can Racks and Bins (on some models)

### Can Racks and Door Bins

**NOTE:** Can racks may be purchased as an accessory for some models.

To remove and replace the racks/bins:

1. Remove the rack/bin by lifting it and pulling it straight out.
2. Replace the rack/bin by sliding it in above the desired support and pushing it down until it stops.



## Egg or Utility Bins

Depending on your model, you may have a one, two, or three piece bin. Eggs may be stored in the egg tray or loose in the bin.

**NOTE:** Store eggs in a covered container for long-term storage. If your model does not have an egg storage bin, store eggs in their original container on an interior shelf.



## Deli or Meat Drawer

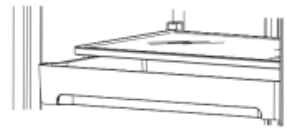
The deli drawer design allows flexible positioning.

### Deli or Meat Drawer

1. Remove deli drawer.
2. Release cover and place it between the desired crossbars
3. Secure the rear clips onto the shelf.
4. Replace the drawer

To remove and replace the drawer:

1. Slide deli drawer out to the stop
2. Lift front of deli drawer with one hand while supporting bottom of drawer with other hand. Slide drawer out the rest of the way.
3. Replace the drawer by sliding it back in fully past the drawer stop



### DRAWER COVER

To remove and replace the drawer cover:

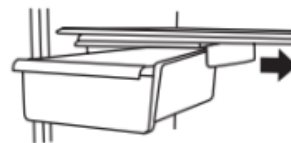
#### Style 1 - Wire Shelves

1. Remove the deli drawer
2. Push the cover back to release the rear clips from the shelf. Tilt the cover up at the front, and then pull it forward.
3. Replace the deli drawer cover by fitting the notches and clips on the cover over the rear and center crossbars on the shelf.
4. Replace the deli drawer

#### Style 2 - Glass Shelves

1. Remove the drawer
2. Remove items from the shelf.
3. Slide the shelf straight out to the stop.
4. Slide the cover to one side until free.
5. Insert the cover into the shelf tracks
6. Slide the shelf back into the refrigerator, and then replace the deli drawer

**NOTE:** On some models the drawer slides sideways on the shelf to allow for flexible positioning



## Meat Storage Guide

Store most meat in original wrapping as long as it is airtight and moisture-proof. Rewrap if necessary. See the following chart for storage times. When storing meat longer than the times given, freeze the meat.

Fresh fish or shellfish ..... use same day as purchased

Chicken, ground beef, variety meats (liver) ..... 1-2 days

Cold cuts, steaks/roasts ..... 3-5 days

Cured meats ..... 7-10 days

Leftovers - Cover leftovers with plastic wrap, aluminum foil, or plastic containers with tight lids.

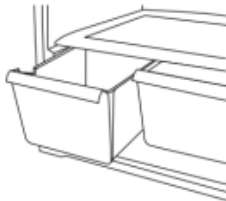
## Crisper

### Crisper Cover

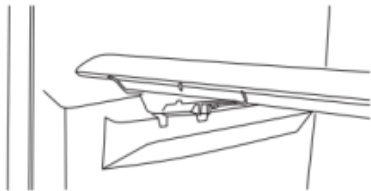
#### Style 1 – Plastic Cover

To remove and replace the crisper cover:

1. Remove the crisper(s).



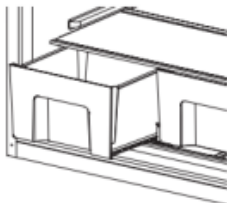
2. Lift the cover up and slide it out.
3. Replace the cover by fitting the cover tabs into the lowest cabinet slots and pushing them in. Lower the front retainers into place.



#### Style 2– Glass Cover

To remove and replace the crisper cover:

1. Remove the crisper(s).
2. Pull the glass straight out.
3. Replace the glass by pushing it straight in.



### Crisper Humidity Control (On Some Models)

You can control the amount of humidity in the moisture-sealed crisper. Adjust the control to any setting between Low and High.

Low(open) – lets moist air out of the crisper for best storage of fruits and vegetables with skins.

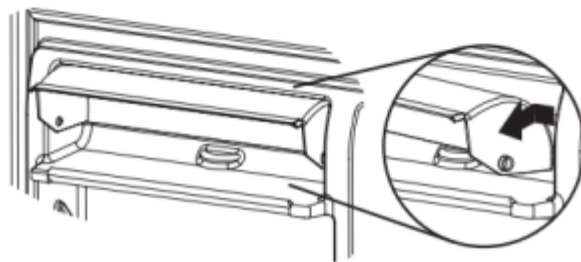
- Fruit: Wash, let dry, and store in refrigerator in plastic bag or crisper. Do not wash or hull berries until they are ready to use. Sort and keep berries in original container in crisper or store in a loosely closed paper bag on a refrigerator shelf.
  - Vegetables with skins: Place in plastic bag or plastic container and store in crisper
- High (closed) – keeps moist air in the crisper for best storage of fresh, leafy vegetables.
- Leafy vegetables: Wash in cold water, drain, and trim or tear off bruised and discolored areas. Place in plastic bag or plastic container and store in crisper.

## Utility Compartment

The utility compartment may be removed for easier cleaning.

To remove and replace the utility compartment:

1. Remove the utility compartment by squeezing against one side while raising the utility compartment up and pulling it straight out.
2. Replace the utility: position one side in the lock and sliding in the opposite side until it stops.



## Electric Range with self-clean

[https://api.whirlpoolcentral.ca/resources/documents/YAER6603SFS\\_use\\_and\\_care\\_en.pdf](https://api.whirlpoolcentral.ca/resources/documents/YAER6603SFS_use_and_care_en.pdf)

### IMPORTANT SAFETY INSTRUCTIONS

- Do Not Leave Children Alone - Children should not be left alone or unattended in area where appliance is in use. They should never be allowed to sit or stand on any part of the appliance.
  - Wear Proper Apparel – Loose-fitting or hanging garments should never be worn while using the appliance.
  - User Servicing – Do not repair or replace any part of the appliance unless specifically recommended in the manual. All other servicing should be referred to a qualified technician.
  - Storage in or on Appliance – Flammable materials should not be stored in an oven or near surface units.
  - This appliance is not intended for storage.
  - Do Not Use Water on Grease Fires – Smother fire or flame or use dry chemical or foam-type extinguisher.
  - Do not use replacement parts that have not been recommended by the manufacturer (e.g. parts made at home using a 3D printer).
  - Use Only Dry Potholders – Moist or damp potholders on hot surfaces may result in burns from steam. Do not let potholder touch hot heating elements. Do not use a towel or other bulky cloth.
  - DO NOT TOUCH SURFACE UNITS OR AREAS NEAR UNITS – Surface units may be hot even though they are dark in color. Areas near surface units may become hot enough to cause burns. During and after use, do not touch, or let clothing or other flammable materials contact surface units or areas near units until they have had sufficient time to cool. Among these areas are the coil elements, the cooktop, and surfaces facing the cooktop.
  - Use Proper Pan Size – This appliance is equipped with one or more surface units of different size. Select utensils having flat bottoms large enough to cover the surface unit heating element. The use of undersized utensils will expose a portion of the heating element to direct contact and may result in ignition of clothing. Proper relationship of utensil to burner will also improve efficiency.
  - Never Leave Surface Units Unattended at High Heat Settings – Boilover causes smoking and greasy spillovers that may ignite.
  - Make Sure Reflector Pans or Drip Bowls Are in Place – Absence of these pans or bowls during cooking may subject wiring or components underneath to damage.
  - Protective Liners – Do not use aluminum foil to line surface unit drip bowls or oven bottoms, except as suggested in the manual. Improper installation of these liners may result in a risk of electric shock, or fire.
  - Glazed Cooking Utensils – Only certain types of glass, glass/ceramic, ceramic, earthenware, or other glazed utensils are suitable for range-top service without breaking due to the sudden change in temperature.
  - Utensil Handles Should Be Turned Inward and Not Extend Over Adjacent Surface Units – To reduce the risk of burns, ignition of flammable materials, and spillage due to unintentional contact with the utensil, the handle of a utensil should be positioned so that it is turned inward, and does not extend over adjacent surface units.
  - Do Not Soak Removable Heating Elements – Heating elements should never be immersed in water.
  - Do Not Cook on Broken Cook-Top – If cook-top should break, cleaning solutions and spillovers may penetrate the broken cook-top and create a risk of electric shock. Contact a qualified technician immediately.
  - Clean Cooktop With Caution – If a wet sponge or cloth is used to wipe spills on a hot cooking area, be careful to avoid steam burn. Some cleaners can produce noxious fumes if applied to a hot surface.
  - Use Care When Opening Door – Let hot air or steam escape before removing or replacing food.
  - Do Not Heat Unopened Food Containers – Build-up of pressure may cause container to burst and result in injury.
  - Keep Oven Vent Ducts Unobstructed.
  - Placement of Oven Racks – Always place oven racks in desired location while oven is cool. If rack must be moved while oven is hot, do not let potholder contact hot heating element in oven.
  - DO NOT TOUCH HEATING ELEMENTS OR INTERIOR SURFACES OF OVEN – Heating elements may be hot even though they are dark in color. Interior surfaces of an oven become hot enough to cause burns. During and after use, do not touch, or let clothing or other flammable materials contact heating elements or interior surfaces of oven until they have had sufficient time to cool. Other surfaces of the appliance may become hot enough to cause burns – among these surfaces are oven vent openings and surfaces near these openings, oven doors, and windows of oven doors.
  - Care must be taken to prevent aluminum foil and meat probes from contacting heating elements.
- For self-cleaning ranges –**
- Do Not Clean Door Gasket – The door gasket is essential for a good seal. Care should be taken not to rub, damage, or move the gasket.
  - Do Not Use Oven Cleaners – No commercial oven cleaner or oven liner protective coating of any kind should be used in or around any part of the oven.
  - Clean Only Parts Listed in Manual.
  - Before Self-Cleaning the Oven – Remove broiler pan and other utensils.
- For units with ventilating hood –**
- Clean Ventilating Hoods Frequently – Grease should not be allowed to accumulate on hood or filter.
  - When flaming foods under the hood, turn the fan on.
- For smart enabled ranges and ovens**
- Remote operation – This appliance is configurable to allow remote operation at any time. Do not store any flammable materials or temperature sensitive items inside, on top or near surface units of the appliance.

**SAVE THESE INSTRUCTIONS**



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# Freestanding Electric Range Control Guide

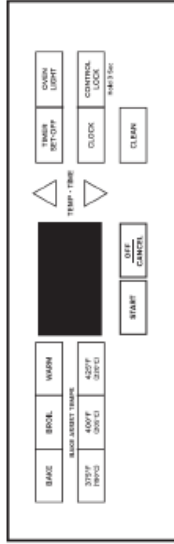
## FEATURE GUIDE

**WARNING:** To reduce the risk of fire, electric shock, or injury to persons, read the IMPORTANT SAFETY INSTRUCTIONS, located in your appliance's Owner's Manual, before operating this appliance.

This manual covers several models. Your model may have some or all of the items listed. Refer to this manual or the Frequently Asked Questions section of our website at [www.amana.com](http://www.amana.com) in U.S.A. or [www.amana.ca](http://www.amana.ca) in Canada, for more detailed instructions.

### WARNING

**Food Poisoning Hazard**  
Do not let food sit for more than one hour before or after cooking.  
Doing so can result in food poisoning or sickness.



## Coil Elements and Burner Bowls (on some models)

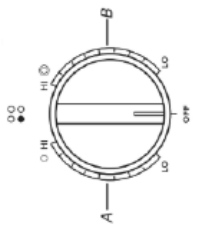
Coil elements should be level for optimal cooking results. Burner bowls, when clean, reflect heat back to the cookware. They also help catch spills.

Cookware should not extend more than 1/2" (1.3 cm) over the coil element. If cookware is uneven or too large, it can produce excess heat, causing the burner bowl to change color.

- Weight of the Cookware to be no Lighter than 1 lb.
- Discoloration of Medallion of the Coil Element is expected over time.

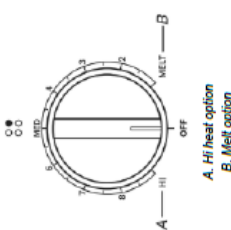
### Dual Zone Cooking Element (on some models)

The Dual Zone cooking element offers flexibility depending on the size of the cookware. Single size can be used in the same way as a regular element. The dual size combines both the single and outer elements and is recommended for larger size cookware.



### Melt Cooking Element (on some models)

The Melt cooking element offers flexibility due to a wide range of settings between HI and Melt. The HI heat option can be used to boil small amounts of liquid quickly. The lowest setting can be used to prepare sauces and to keep foods at a low temperature. Use cookware appropriate in size for the Melt element.



## Cookware

**IMPORTANT:** Do not leave empty cookware on a hot surface cooking area, element or surface burner.

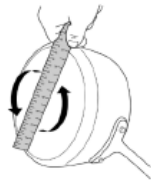
Ideal cookware should have a flat bottom, straight sides and a well-fitting lid, and the material should be of medium-to-heavy thickness.

Rough finishes may scratch the cooktop. Aluminum and copper may be used as a core or base in cookware. However, when used as a base, they can leave permanent marks on the surfaces.

Cookware material is a factor in how quickly and evenly heat is transferred, which affects cooking results. A nonstick finish has the same characteristics as its base material. For example, aluminum cookware with a nonstick finish will take on the properties of aluminum.

Cookware with nonstick surfaces should not be used under the broiler.

Check for flatness by placing the straight edge of a ruler across the bottom of the cookware. While you rotate the ruler, no space or light should be visible between it and the cookware.



Use the following chart as a guide for cookware material characteristics.

COOKWARE	CHARACTERISTICS
Aluminum	<ul style="list-style-type: none"> <li>Heats quickly and evenly.</li> <li>Suitable for all types of cooking.</li> <li>Medium or heavy thickness is best for most cooking tasks.</li> <li>May leave aluminum residues, which may be diminished if cleaned immediately after cooking.</li> </ul>
Cast iron	<ul style="list-style-type: none"> <li>Heats slowly and evenly.</li> <li>Good for broiling and frying.</li> <li>Maintains heat for slow cooking.</li> <li>Rough edges or burrs may scratch the cooktop.</li> </ul>
Ceramic or Ceramic glass	<ul style="list-style-type: none"> <li>Follow manufacturer's instructions.</li> <li>Heats slowly, but unevenly.</li> <li>Ideal results on low to medium heat settings.</li> <li>May scratch the cooktop.</li> </ul>
Copper	<ul style="list-style-type: none"> <li>Heats very quickly and evenly.</li> <li>May leave copper residues, which may be diminished if cleaned immediately after cooking.</li> <li>Can leave a permanent stain or bond to the cooktop if overheated.</li> </ul>
Earthenware	<ul style="list-style-type: none"> <li>Follow manufacturer's instructions.</li> <li>Use on low heat settings.</li> <li>May scratch the cooktop.</li> </ul>
Porcelain enamel-on-steel or cast iron	<ul style="list-style-type: none"> <li>See stainless steel or cast iron.</li> <li>Porcelain enamel bakeware without the metal base may bond to the cooktop if overheated.</li> </ul>
Stainless steel	<ul style="list-style-type: none"> <li>Heats quickly, but unevenly.</li> <li>A core or base of aluminum or copper on stainless steel provides even heating.</li> </ul>

## Surface Temperature

When the range is in use, all range surfaces may become hot, such as the knobs and oven door.

**Warning:** Warming Drawer, Storage Drawer, or Baking Drawer (On Some Models)

When the oven is in use, the drawer may become hot. Do not store plastics, cloth, or other items that could melt or burn in the drawer.

### Oven Vent

The oven vent releases hot air and moisture from the oven, and should not be blocked or covered. Do not set plastics, paper or other items that could melt or burn near the oven vent.

## Cooktop Use

⚠ WARNING



**Fire Hazard**

Turn off all controls when done cooking.  
Failure to do so could result in death or fire.

**Ceramic Glass (on some models)**  
The surface cooking area will glow red when an element is ON. Some parts of the surface cooking area may not glow red when an element is ON. This is normal operation. It will also randomly cycle off and back on again, even while on HI, to keep the cooktop from extreme temperatures.

It is normal for the surface of light-colored ceramic glass to appear to change color when surface cooking areas are hot. As the glass cools, it will return to its original color.

Clean the cooktop after each use to help avoid scratches, pitting, abrasions, and to condition the glass surface. Ceramic glass cooktop cleaner and a cooktop scraper are also recommended for stubborn soils. Do not use abrasive cleaners, cleaning pads, or harsh chemicals for cleaning. The Cooktop Care Kit (Part Number 31805) contains all the items needed to use and condition your ceramic glass cooktop. Refer to the "Range Maintenance and Care" section in the Owner's Manual for additional information.

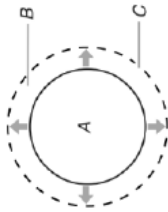
**IMPORTANT:** To avoid permanent damage to the cooktop surface and to make soils easier to remove, clean the cooktop after each use to remove all soils.

Avoid storing jars or cans above the cooktop. Dropping a heavy or hard object onto the cooktop could crack the cooktop. To avoid damage to the cooktop, do not leave a hot lid on the cooktop. As the cooktop cools, air can become trapped between the lid and the cooktop and the ceramic glass could break when the lid is removed.

For foods containing sugar in any form, clean up all spills and soils as soon as possible. Allow the cooktop to cool down slightly. Then, while wearing oven mitts, remove the spills using a scraper while the surface is still warm. If sugary spills are allowed to cool down, they can adhere to the cooktop and can cause pitting and permanent marks.

To avoid scratches, do not slide cookware or bakeware across the cooktop. Aluminum or copper bottoms and rough finishes on cookware or bakeware could leave scratches or marks on the cooktop.

- Do not cook popcorn in prepackaged aluminum containers on the cooktop. They could leave aluminum marks that cannot be removed completely.
- To avoid damage to the cooktop, do not allow objects that could melt, such as plastic or aluminum foil, to touch any part of the entire cooktop.
- To avoid damage to the cooktop, do not use the cooktop as a cutting board.
- Use cookware about the same size as the surface cooking area. Cookware should not extend more than 1/2" (13 mm) outside the area.



- Surface cooking area
- Cookware/casser
- 1/2" (1.3 cm) maximum overhang

- Use flat-bottomed cookware for best heat conduction and energy efficiency. Cookware with rounded, warped, ribbed, or dented bottoms could cause uneven heating and poor cooking results.
- Determining flatness by placing the straight edge of a ruler across the bottom of the cookware. While you rotate the ruler, no space or light should be visible between it and the cookware.
- Cookware designed with slightly indented bottoms or small expansion channels can be used.
- Make sure the bottoms of pots and pans are clean and dry before using them. Residue and water can leave deposits when heated.
- To avoid damage to the cooktop, do not cook foods directly on the cooktop.

## Ceramic Glass Cooktop Cleaning (on some models)

Clean the cooktop after each use to help avoid scratches, pitting, abrasions, and to condition the glass surface. Ceramic glass cooktop cleaner and a cooktop scraper are also recommended for stubborn soils. Do not use abrasive cleaners, cleaning pads, or harsh chemicals for cleaning. The Cooktop Care Kit (Part Number 31805) contains all of the items needed to clean and condition your ceramic glass cooktop. Refer to the "Range Maintenance and Care" section in the Owner's Manual for additional information.

**IMPORTANT:** To avoid permanent damage to the cooktop surface and to make soils easier to remove, clean the cooktop after each use to remove all soils.

## Cooktop On Indicator Light

The Cooktop On indicator light is located on the console panel. When any control knob/cooktop element on the console panel is turned on, the Cooktop On indicator light will glow.

## Hot Surface Indicator Light

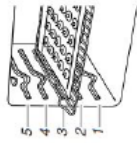
On ceramic glass models, the hot surface indicator light is located on the console panel.

The hot surface indicator light will glow as long as any surface cooking area is too hot to touch, even after the surface cooking area is turned off.



## Positioning Racks and Bakeware

To move a rack, pull it out to the stop position, raise the front edge, and then lift out. Use the following illustration as a guide.



Use flat-bottomed cookware for best cooking results and energy efficiency. The cookware should be about the same size as the cooking area outlined on the cooktop. Cookware should not extend more than 1/2" (1.3 cm) outside the area.



## Fahrenheit and Celsius

The temperature is preset to Fahrenheit but can be changed to Celsius.

To change: Press and hold the Temp/Time "up" arrow keypad for 5 seconds. "C" or "F" will appear on the display. Repeat to change back.

To exit mode, press OFF/CANCEL.

## Keypress Tones

Activates or turns off the tones when a keypad is pressed.

To Change: Press and hold OVEN LIGHT for 5 seconds. Repeat to change back.

To exit mode, press OFF/CANCEL.

## Demo Mode

**IMPORTANT:** This feature is intended for use on the sales floor with 120 V power connection and permits the control features to be demonstrated without heating elements turning on. If this feature is activated, the oven will not work.

To change: Press OFF/CANCEL, OFF/CANCEL, the Temp/Time "up" arrow keypad, TIMER SET-OFF. Repeat to change back and Demo mode.

## Oven Temperature Control

**IMPORTANT:** Do not use a thermometer to measure oven temperature. Elements will cycle on and off as needed to provide consistent temperature but may run slightly hot or cool at any point in time due to this cycling. Most thermometers are slow to react to temperature change and will not provide an accurate reading due to this cycling.

The oven provides accurate temperatures; however, it may cook faster or slower than your previous oven, so the temperature can be adjusted to personalize it for your cooking needs. It can be changed in Fahrenheit or Celsius.

## To Adjust Oven Temperature:

- Press and hold the Temp/Time "down" arrow keypad for 5 seconds until the oven display shows the current setting, for example "DF CAL" or "00".
- Press the Temp/Time "up" or "down" arrow keypad to increase or decrease the temperature in 5°F (3°C) amounts. The adjustment can be set between 30°F (18°C) and -30°F (-18°C).
- Press START.

## Sabbath Mode (on some models)

For guidance on usage and a complete list of models with Sabbath mode, visit [www.star-k.org](http://www.star-k.org).

The Sabbath mode sets the oven to remain on in a Bake setting until turned off.

The Oven Control Lockout feature will be disabled during the Sabbath mode. After the Sabbath mode is set, no tones will sound, the display will not show the temperature, the Kitchen Timer mode will be canceled (if active), and only the following keypads will function:

- Temp/Time "up" and "down" arrow keypads
- Off/Cancel

When the oven door is opened or closed, the oven light will not turn on or off and the heating elements will not turn on or off immediately.

When power is restored after a power failure, the oven will return to Sabbath mode and remain Sabbath compliant with the bake elements OFF until the OFF/CANCEL keypad is pressed. Pressing the OFF/CANCEL keypad at any time returns the oven to the normal cooking mode (not Sabbath compliant).

## Home Canning

Canning can be performed on a glass smooth top cooking surface or traditional coil element cooktop. When canning for long periods, alternate the use of surface cooking areas or elements between batches. This allows time for the most recently used areas to cool.

Center the canner on the largest surface cooking area or element. On electric cooktops, canners should not extend more than 1/2" (1.3 cm) beyond the surface cooking area or element.

Do not place canner on 2 surface cooking areas or elements at the same time.

On ceramic glass models, use only flat-bottomed canners to avoid damage to the cooktop and elements.

For more information, contact your local agricultural extension office, or refer to published home canning guides. Companies that manufacture home canning products can also offer assistance.

## OVEN USE

Odors and smoke are normal when the oven is used the first few times or when it is heavily soiled.

**IMPORTANT:** The health of some birds is extremely sensitive to the fumes given off. Exposure to the fumes may result in death to certain birds. Always move birds to another closed and well ventilated room.

## Electronic Oven Controls

### Control Display

The display will flash when powered up or after a power loss. Press OFF/Cancel to clear. When oven is not in use, the time of day is displayed. Indicator lights show functions that are in use.

### Tones

Tones are audible signals, indicating the following:

#### Basic Functions

- Valid keypad press.
- Oven is preheated (long tone).

- Function has been entered.
- Reminder (on some models), repeating every 20 seconds after the end-of-cycle tones.

#### Three Tones

- Invalid keypad press

#### Four Tones

- End of cycle

Before entering the Sabbath mode, it must be decided if the oven light is to be ON or OFF for the entire Sabbath mode period. If the light is ON when entering Sabbath mode, it will remain ON for the entire time Sabbath mode is in use. If the light is OFF when entering Sabbath mode, it will remain OFF for the entire time Sabbath mode is in use. Opening the oven door or pressing the OVEN LIGHT will not affect the oven light once Sabbath mode has been entered.

On the Holiday, the oven temperature can be changed once the oven is in Sabbath mode by pressing the Temp/Time "up" or "down" arrow keypad. The oven temperature will change 25°F (14°C) each time the Temp/Time "up" and "down" arrow keypads are pressed. Press START to activate the new temperature. The display will not change, and there will be no sounds during this adjustment.

### To Activate and Bake Using Sabbath Mode:

- Press BAKE.
- Press the Temp/Time "up" or "down" arrow keypad.
- Press START.
- Press and hold the TIMER SET-OFF keypad for 5 seconds. "SAB" will flash in the display.
- Press START while "SAB" is flashing to enter Sabbath mode; otherwise, the entire cycle cancels out. "SAB" will stop flashing and remain ON in the display. The oven is now in Sabbath mode and is Sabbath compliant.

Pressing the OFF/CANCEL keypad at any time returns the oven to the normal cooking mode (not Sabbath compliant). **NOTE:** If "SAB" does not appear in your display, the Sabbath mode is not active. After Sabbath mode is deactivated, you must activate Sabbath mode by completing steps 1 through 5.

## Warm

**NOTE:** On models with convection, the convection fan will shut off when the oven door is opened. If the oven door remains open for too long, the heating elements will shut off until the oven door is closed. All timers, including any active Cook Time or Timed Cook functions, will continue to count down.

**IMPORTANT:** Food must be at serving temperature before placing it in the warm oven. Food may be held up to 1 hour; however, breads and moist items may become too dry. If left in the oven during the Keep Warm or warm function. For best results, cover food.

The Warm feature allows hot cooked foods to stay at serving temperature.

### To Use:

- Press WARM.
- Press Temp/Time "up" or "down" arrow keypad until desired temperature is reached. A tone will sound if the minimum or maximum temperature is reached.
- Press START.
- Place food in the oven.

**NOTE:** The temperature may be changed at any time by pressing the Temp/Time "up" or "down" arrow keypad to reach the desired temperature and then pressing START.

## Broiling

When broiling, preheat the oven for 5 minutes before putting food in unless recommended otherwise in the recipe. Position food on grid in a broiler pan, and then place it in the center of the oven rack.

**IMPORTANT:** Close the door to ensure proper broiling temperature.

Changing the temperature when broiling allows more precise control when cooking. The lower the broil setting is, the slower the cooking. Thicker cuts and unevenly shaped pieces of meat, fish, and poultry may cook better at lower broil settings. Refer to the "Positioning Racks and Bakeware" section for more information.

On lower settings, the broil element will cycle on and off to maintain the proper temperature.

- For best results, use a broiler pan and grid. It is designed to drain juices and help avoid spatter and smoke.


If you would like to purchase a broiler pan, one may be ordered. Please refer to the Quick Start Guide for contact information.

**NOTE:** Odors and smoke are normal the first few times the oven is used or if the oven is heavily soiled.

## RANGE MAINTENANCE AND CARE

### Self-Cleaning Cycle (on some models)

**⚠ WARNING**



**Burn Hazard**

Do not touch the oven during the Self-Cleaning cycle. Keep children away from the oven during Self-Cleaning cycle. Failure to follow these instructions can result in burns.

**IMPORTANT:** The health of some birds is extremely sensitive to the fumes given off during the Self-Cleaning cycle. Exposure to the fumes may result in death to certain birds. Always move birds to another closed and well-ventilated room.

Keep the kitchen well-ventilated during the Self-Cleaning cycle to help get rid of heat, odors, and smoke.

Do not block the oven vent(s) during the Self-Cleaning cycle. Air must be able to move freely. Depending on your model, see "Oven Vent" or "Oven Vents" section in your Quick Start Guide.

Do not clean, rub, damage, or move the oven door gasket.

#### Prepare Range:

- Remove the broiler pan, grid, cookware and bakeware, all cooking utensils, oven racks, aluminum foil, and, on some models, the temperature probe from the oven.
- Use a damp cloth to clean inside door edge and the 1½" (3.8 cm) area around the inside oven cavity frame, being certain not to move or bend the gasket.
- Wipe out any loose soil to reduce smoke and avoid damage. At high temperatures, foods react with porcelain. Staining, etching, pitting, or faint white spots can result. This will not affect cooking performance.
- Remove plastic items from the cooktop because they may melt.
- Remove all items from the storage drawer.

#### How the Cycle Works

**IMPORTANT:** The heating and cooling of porcelain on steel in the oven may result in discoloring, loss of gloss, hairline cracks, and popping sounds.

The Self-Cleaning cycle uses very high temperatures, burning soil to a powdery ash.

Once the oven has completely cooled, remove ash with a damp cloth. To avoid breaking the glass, do not apply a cool damp cloth to the inner door glass before it has completely cooled.

To stop the Self-Cleaning cycle at any time, press CANCEL or OFF/CANCEL. If the temperature is too high, the oven door will remain locked and "cool" and "locked" or "Ⓛ" will be displayed.

When "Ⓛ" shows in the display, the door of the oven cannot be opened. To avoid damage to the door, do not force the door open when "Ⓛ" is displayed.

Before self-cleaning, make sure the door is completely closed or the door will not lock and the Self-Cleaning cycle will not begin.

Once the cleaning temperature has been reached, the electronic control requires a 12-hour delay before another Self-Cleaning cycle can be started.

The oven light will not function during the Self-Cleaning cycle.

#### Electronic Oven Control with Adjustable Clean Time (on some models)

The Self-Cleaning cycle is time adjustable between 2 hours 30 minutes and 4 hours 30 minutes in 30-minute increments. Suggested clean times are 2 hours 30 minutes for light soil and 4 hours 30 minutes for heavy soil. The last 30 minutes of the cycle is for cookdown.

**IMPORTANT:** When cooktop is in use, the Self-Cleaning cycle will be disabled. When the Self-Cleaning cycle is in use, the cooktop will be locked.

#### To Self-Clean:

- Press CLEAN or SELF CLEAN.
- Press the Temp/Time "+" or "-" or "up" or "down" keypad to enter the desired Self-Cleaning cycle time.
- Press START. The oven door will automatically lock. The Door Locked and Clean indicator lights will be displayed. The time remaining will also be displayed.
- When the Self-Cleaning cycle is complete and the oven cools, the Door Locked and Clean indicator lights will turn off.
- When the oven is completely cooled, remove ash with a damp cloth. To exit the Self-Cleaning cycle before completed, press CANCEL or OFF/CANCEL. The door will unlock once the oven cools.

### General Cleaning

**IMPORTANT:** Before cleaning, make sure all controls are off and the oven and cooktop are cool. Always follow label instructions on cleaning products.

Soap, water, and a soft cloth or sponge are suggested first, unless otherwise noted.

#### EXTERIOR PORCELAIN ENAMEL SURFACES (on some models)

Food spills containing acids, such as vinegar and tomato, should be cleaned as soon as the entire range is cool. These spills may affect the finish.

#### Cleaning Method:

- Glass cleaner, mild liquid cleaner, or nonabrasive scrubbing pad: Gently clean around the model/serial/rating plate because scrubbing may remove numbers.
- Affresh® Kitchen and Appliance Cleaner Part Number W10355010 (not included). See the Quick Start Guide for contact information.

#### STAINLESS STEEL (on some models)

**NOTE:** To avoid damage to stainless steel surfaces, do not use soap-filled scouring pads, abrasive cleaners, Cooktop Cleaner, steel-wool pads, gritty washcloths, or abrasive paper towels. Damage may occur to stainless steel surfaces, even with one-time or limited use.

#### Cleaning Method:

- Rub in direction of grain to avoid damaging.
- Affresh® Stainless Steel Cleaner Part Number W10355016 (not included). See the Quick Start Guide for contact information.

#### METALLIC PAINT (on some models)

Do not use abrasive cleaners, cleaners with bleach, rust removers, ammonia, or sodium hydroxide (lye) because paint surface may stain.

#### CERAMIC GLASS COOKTOP CLEANING

##### Cleaning Method:

To avoid damaging the cooktop, do not use steel wool, abrasive powder cleansers, chlorine bleach, rust remover, or ammonia.

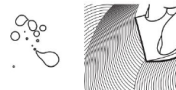
- Remove food residue with the Cooktop Scraper.



- For best results, use the Cooktop Scraper while the cooktop is still warm but not hot to the touch. It is recommended to wear an oven mitt while scraping the warm cooktop.
- Hold the Cooktop Scraper at approximately a 45° angle against the glass surface and scrape the residue. It will be necessary to apply pressure in order to remove the residue.

Allow the cooktop to cool down completely before proceeding to Step 2.

- Apply a few dime-sized drops of Cooktop Cleaner to the affected areas.



- Rub affresh® Cleaner onto the cooktop surface with the blue Cooktop Cleaning Pad. Some pressure is needed to remove stubborn stains.
- Allow the cleaner to dry to a white haze before proceeding to Step 3.

- Polish with a clean, dry cloth or a clean, dry paper towel.



- Repeat steps 1 through 3 as necessary for stubborn or burned-on stains.

The Complete Cooktop Cleaner Kit is available for order including the following:

- Cooktop Scraper
  - Affresh® Cooktop Cleaner
  - Blue Cooktop Cleaning Pads
- See the Quick Start Guide for ordering information.

#### COOKTOP CONTROLS

To avoid damage to the cooktop controls, do not use steel wool, abrasive cleansers, or oven cleaner.

To avoid damage, do not soak knobs. When replacing knobs, make sure knobs are in the OFF position.

On some models, do not remove seals under knobs.

#### Cleaning Method:

- Soap and water: Pull knobs straight away from control panel to remove.

#### CONTROL PANEL AND OVEN DOOR EXTERIOR

To avoid damage to the control panel, do not use abrasive cleaners, steel-wool pads, gritty washcloths, or abrasive paper towels.

#### Cleaning Method:

- Glass cleaner and soft cloth or sponge: Apply glass cleaner to soft cloth or sponge, not directly on panel.
- Affresh® Kitchen and Appliance Cleaner Part Number W10355010 (not included). See the Quick Start Guide for contact information.

#### COIL ELEMENTS (on some models)

##### Cleaning Method:

- Damp cloth: Make sure control knobs are OFF and elements are cool.

Do not clean or immerse in water. Soil will burn off when hot.

#### BURNER BOWLS (on some models)

Before removing or replacing coil elements and burner bowls, make sure they are cool and the control knobs are in the OFF position.

Remove the coil element by pushing the edge of the coil element toward the receptacle. Lift it enough to clear the burner bowl. Pull the coil element straight away from the receptacle to remove. Lift out the burner bowl.

#### Cleaning Method:

- Chrome burner bowls: Wash frequently in warm, soapy water. (It is not recommended to wash chrome bowls in a dishwasher.) A mild abrasive cleaner and a plastic scrubber can be used to remove stubborn stains.

For heavily soiled bowls, place an ammonia-soaked paper towel on the stains and allow to soak for a short time, then gently scrub with a plastic scrubber.

#### SURFACE UNDER COOKTOP (on some models)

The coil cooktop will lift up to provide easy access for cleaning beneath. Lift the cooktop by both front corners until the support locks into place.

#### Cleaning Method:

- Glass cleaner, mild liquid cleaner or nonabrasive scrubbing pad.
- Affresh® Kitchen and Appliance Cleaner Part Number W10355010 (not included). See the Quick Start Guide for contact information.

To avoid damage to the range, do not remove the cooktop.

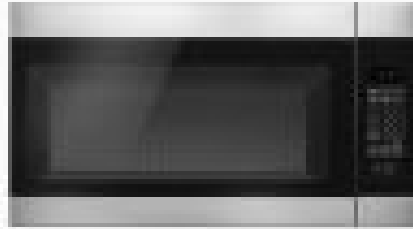
#### OVEN RACKS

##### Cleaning Method:

- Steel-wool pad
- For racks that have discolored and are harder to slide, a light coating of vegetable oil applied to the rack guides will help them slide.
- Dishwasher (steam rack water reservoir only, not racks): Although the water reservoir is durable, it may lose its shine and/or discolor when washed in a dishwasher.

## Combination Range Hood and Microwave

[https://api.whirlpoolcentral.ca/resources/documents/YAMV2307PFS\\_use\\_and\\_care\\_en.pdf](https://api.whirlpoolcentral.ca/resources/documents/YAMV2307PFS_use_and_care_en.pdf)



### MICROWAVE HOOD COMBINATION SAFETY

#### Your safety and the safety of others are very important.

We have provided many important safety messages in this manual and on your appliance. Always read and obey all safety messages.



This is the safety alert symbol.

This symbol alerts you to potential hazards that can kill or hurt you and others.

All safety messages will follow the safety alert symbol and either the word "DANGER" or "WARNING."

These words mean:

**⚠ DANGER**

You can be killed or seriously injured if you don't immediately follow instructions.

**⚠ WARNING**

You can be killed or seriously injured if you don't follow instructions.

All safety messages will tell you what the potential hazard is, tell you how to reduce the chance of injury, and tell you what can happen if the instructions are not followed.

### IMPORTANT SAFETY INSTRUCTIONS

When using electrical appliances basic safety precautions should be followed, including the following:

**WARNING:** To reduce the risk of burns, electric shock, fire, injury to persons, or exposure to excessive microwave energy:

- Read all instructions before using the microwave oven.
- Read and follow the specific "PRECAUTIONS TO AVOID POSSIBLE EXPOSURE TO EXCESSIVE MICROWAVE ENERGY" found in this section.
- The microwave oven must be grounded. Connect only to properly grounded outlet. See "GROUNDING INSTRUCTIONS" found in this section and in the provided Installation Instructions.
- Install or locate the microwave oven only in accordance with the provided Installation Instructions.
- Some products such as whole eggs in the shell and sealed containers - for example, closed glass jars - are able to explode and should not be heated in the microwave oven.

**SAVE THESE INSTRUCTIONS**



## IMPORTANT SAFETY INSTRUCTIONS

- Use the microwave oven only for its intended use as described in the manual. Do not use corrosive chemicals or vapors in the microwave oven. This type of oven is specifically designed to heat, cook, or dry food. It is not designed for industrial or laboratory use.
- As with any appliance, close supervision is necessary when used by children.
- Do not operate the microwave oven if it has a damaged cord or plug, if it is not working properly, or if it has been damaged or dropped.
- The microwave oven should be serviced only by qualified service personnel. Call an authorized service company for examination, repair, or adjustment.
- Do not cover or block any openings on the microwave oven.
- Do not store this microwave oven outdoors. Do not use the microwave oven near water - for example, near a kitchen sink, in a wet basement, near a swimming pool, or similar locations.
- Do not immerse cord or plug in water.
- Keep cord away from heated surfaces.
- Do not let cord hang over edge of table or counter.
- See door surface cleaning instructions in the "Microwave Oven Care" section.
- To reduce the risk of fire in the oven cavity:
  - Do not overcook food. Carefully attend the microwave oven when paper, plastic, or other combustible materials are placed inside the oven to facilitate cooking.
  - Remove wire twist-ties from paper or plastic bags before placing bags in oven.
  - If materials inside the oven ignite, keep oven door closed, turn oven off, and disconnect the power cord, or shut off power at the fuse or circuit breaker panel.
  - Do not use the cavity for storage purposes. Do not leave paper products, cooking utensils, or food in the cavity when not in use.
- Liquids, such as water, coffee, or tea are able to be overheated beyond the boiling point without appearing to be boiling. Visible bubbling or boiling when the container is removed from the microwave oven is not always present. **THIS COULD RESULT IN VERY HOT LIQUIDS SUDDENLY BOILING OVER WHEN THE CONTAINER IS DISTURBED OR A SPOON OR OTHER UTENSIL IS INSERTED INTO THE LIQUID.**
  - To reduce the risk of injury to persons:
    - Do not overheat the liquid.
    - Stir the liquid both before and halfway through heating it.
    - Do not use straight-sided containers with narrow necks.
    - After heating, allow the container to stand in the microwave oven for a short time before removing the container.
    - Use extreme care when inserting a spoon or other utensil into the container.
- Do not mount over a sink.
- Do not store anything directly on top of the microwave oven when the microwave oven is in operation.
- Clean Ventilating Hoods Frequently - Grease should not be allowed to accumulate on hood or filter.
- When flambéing foods under the hood, turn the fan on.
- Suitable for use above both gas and electric cooking equipment.
- Intended to be used above ranges with maximum width of 36" (91.44 cm).
- Use care when cleaning the vent-hood filter. Corrosive cleaning agents, such as lye-based oven cleaners, may damage the filter.

SAVE THESE INSTRUCTIONS

## PRECAUTIONS TO AVOID POSSIBLE EXPOSURE TO EXCESSIVE MICROWAVE ENERGY

- (a) Do not attempt to operate this oven with the door open since open-door operation can result in harmful exposure to microwave energy. It is important not to defeat or tamper with the safety interlocks.
- (b) Do not place any object between the oven front face and the door or allow soil or cleaner residue to accumulate on sealing surfaces.
- (c) Do not operate the oven if it is damaged. It is particularly important that the oven door close properly and that there is no damage to the:
  - (1) Door (bent),
  - (2) Hinges and latches (broken or loosened),
  - (3) Door seals and sealing surfaces.
- (d) The oven should not be adjusted or repaired by anyone except properly qualified service personnel.

# OPERATING YOUR MICROWAVE OVEN

## Settings/Features

### Clock

The clock is a 12-hour (12:00-11:59) clock. Touch CLOCK, enter time, then touch CLOCK or the Start control.

### Timer

With the microwave oven in Standby mode, touch the Timer control, enter time, then touch the Timer control or the Start control. Cook functions may be entered while the Timer is counting down. To cancel timer, touch Timer control while the Timer countdown is active in the display.

### Control Lock

Activate to avoid unintended start. Touch and hold the Cancel control for about 3 seconds until 2 tones sound and Padlock icon appears in the display. Repeat to unlock control.

### Vent Fan

High ("SPd2"), Low ("SPd1"), and Off. Comes on automatically as cooling fan during any cook function.

**Vent Timer (on some models):** Set vent fan to run for exactly 30 minutes or to run for only 30 minutes more (off after 30 minutes). The vent fan may be turned off at any time using the Vent Fan control. Touch and hold number keypad "4" for about 3 seconds, until a tone sounds and the vent fan turns on.

### Tones

Programming tones and signals. Programming tones may be turned off or all tones (including end-of-function signals) may be turned off. To turn off programming tones, touch and hold number keypad "1" for about 3 seconds, until a confirmation tone sounds. Repeat to turn back on programming tones. To turn off all tones, touch and hold number keypad "2" for about 3 seconds, until a confirmation tone sounds. Repeat to turn back on all tones.

### Demo Mode

Activate to practice using the control without actually turning on the magnetron. Touch and hold number keypad "3" for about 3 seconds, until a confirmation tone sounds and "DEMO" icon lights up in the display. Repeat to deactivate.

### Standby Mode

When no functions are working, oven will switch to Standby Power mode and dim the brightness after 5 minutes. Press any button or open/close the door and the display will return to the normal brightness.

### Turntable

For best cooking results, do not operate the microwave oven without having the turntable in place.

REHEAT – Select your food item and quantity to quickly reheat at the ideal cook time.

2 SPEED EXHAUST FAN WITH FILTER – Clear the air. The exhaust fan with 2 variable speeds lets you match ventilation settings to the dish being prepared plus a filter to reduce smoke and odours in the kitchen.

COOKTOP SURFACE LIGHT – When you need to see what's cooking, get the right amount of light on your cooktop with just a touch.

## Cookware and Dinnerware

### Microwave-Safe

- Browning dish (Follow manufacturer recommendations.)
- Ceramic glass, glass
- China, earthenware (Follow manufacturer recommendations.)
- Melamine (Follow manufacturer recommendations.)
- Paper towels, paper plates, napkins (Use non-recycled paper.)
- Plastic wraps, bags, covers, dinnerware, containers (Follow manufacturer recommendations.)
- Pottery and clay (Follow manufacturer recommendations.)
- Silicone bakeware (Follow manufacturer recommendations.)
- Wax paper

**To Test Cookware/Dinnerware:** Place dish in microwave oven with 1 cup (250 mL) of water beside it. Program 1 minute of cook time at 100%. If dish becomes hot and the water stays cool, do not use the dish in the microwave oven.

### Do Not Use

- Metal cookware and bakeware
- Straw or wicker
- Gold, silver, or pewter
- Non-approved meat thermometers, skewers
- Twist ties
- Foil liners, such as sandwich wrappers
- Staples
- Objects with gold or silver trim or with metallic glaze

## Microwave Oven Use

For list of preset programs, see the Cooking Guide label on the front facing of the microwave oven opening, behind the door.

### Manual Cooking/Stage Cooking

Touch COOK TIME, touch number keypads to enter time, touch COOK POWER (if not 100%), touch number keypads to enter power level (10-90), then touch the Start control.

If programming additional stages, enter the cook time and cook power of each before touching the Start control.

### Preset Reheating

Touch REHEAT, enter number code of food item, enter quantity if needed, then touch the Start control.

### Preset Defrosting

Unwrap food. Touch DEFROST, enter number code of food item, enter weight, then touch the Start control.

### Popcorn

Touch POPCORN. Enter bag size in ounces: 3.0 or 3.5 (85 or 99 g), then touch Start control.

### (Baked) Potato

Touch (BAKED) POTATO. Enter number of potatoes: 1, 2, 3 or 4, about 10 to 13 oz (283 to 367 g) each, then touch Start control.

**NOTE:** Place fork-pierced potatoes around turntable edges, at least 1" (2.5 cm) apart. Place a single potato to the side of the turntable (not in the center).

## MICROWAVE OVEN CARE

### General Cleaning

**IMPORTANT:** Before cleaning, make sure all controls are OFF and the microwave oven is cool. Always follow label instructions on cleaning products.

To avoid damage to the microwave oven caused by arcing due to soil buildup, keep cavity, microwave inlet cover, cooking rack supports, and area where the door touches the frame clean.

Clean with mild soap, water, and a soft cloth or sponge or as indicated below.

- Grease filters: mild soap and water or dishwasher
- Door and exterior: mild soap and water or glass cleaner applied to paper towel
- Control panel: sponge or soft cloth and water
- Stainless steel (on some models): mild soap and water, then rinse with clean water and dry with soft cloth, or use stainless steel cleaner.
- Turntable: mild soap and water or dishwasher

### Installing/Replacing Filters and Light Bulbs

- Grease filters: Grease filters are on the underside of microwave oven. Clean monthly. Slide the filter away from the tab area and drop out the filter. To reinstall, place end of the filter into the opening opposite the tab area, swing up the other end, and slide it toward the tab area.
- Charcoal filter: The charcoal filter is behind the vent grille at the top front of the microwave oven. The charcoal filter cannot be cleaned and should be replaced about every 6 months. Remove 2 screws on the vent grille, slide the vent grille to the left, tilt it forward, lift it out, and remove the filter. To reinstall, place the filter into its 2-hook area with the wire mesh side to the front. Replace the vent grille by inserting the 3 bottom latch hooks of the vent grille into the front holes, tilt the vent grille backwards, slide it to the right, and secure with screws.
- Cooktop light: The cooktop light is located on the underside of the microwave oven and is replaceable. Remove bulb cover screw and open the bulb cover. Replace bulb, close bulb cover, and secure with screw.
- Cavity light: The cavity light bulb is located behind the vent grille at the top front of the microwave oven, under the bulb cover, and is replaceable. Remove 2 screws on the vent grille, slide the vent grille to the left, tilt it forward, and lift it out. Open the bulb cover and replace bulb. To reinstall, close bulb cover. Replace the vent grille by inserting the 3 bottom latch hooks of the vent grille into the front holes, tilt the vent grille backwards, slide it to the right, and secure with screws.



RIS  
FIES

# Dishwasher

[https://api.whirlpoolcentral.ca/resources/documents/ADB1400AGS\\_use\\_and\\_care\\_en.pdf](https://api.whirlpoolcentral.ca/resources/documents/ADB1400AGS_use_and_care_en.pdf)



- **Triple Filter Wash System**
- The Triple Filter Wash System helps you skip the pre-rinse so you can spend less time scrubbing.
- **1-Hour Wash Cycle**
- Need a quick turnaround? The 1-Hour Wash cycle cleans up a lightly soiled load fast.
- **12-Place Setting Capacity**
- When it's your turn to do the dishes, a 12-Place Setting Capacity gives the space you need for every load.
- **Heated Dry Option**
- The Heated Dry Option uses an internal heater to accelerate the drying process, removing excess moisture so you can leave the dishtowel on the hook.
- **High-Temperature Wash Option**
- A heater boosts the water temperature during the wash cycle with the High-Temperature Wash Option. Plus, an extra rinse is added to help get those dishes sparkling clean.
- **ENERGY STAR® Certified**
- Amana® dishwashers are ENERGY STAR® Certified to help you conserve energy and pay less for utilities.

## IMPORTANT SAFETY INSTRUCTIONS

**WARNING:** When using the dishwasher, follow basic precautions, including the following:

- Read all instructions before using the dishwasher.
- Use the dishwasher only for its intended function.
- Use only detergents or rinse agents recommended for use in a dishwasher, and keep them out of the reach of children.
- When loading items to be washed:
  - 1) Locate sharp items so that they are not likely to damage the door seal; and
  - 2) Load sharp knives with the handles up to reduce the risk of cut-type injuries.
- Do not wash plastic items unless they are marked "dishwasher safe" or the equivalent. For plastic items not so marked, check the manufacturer's recommendations.
- Do not touch the heating element during or immediately after use.
- Do not operate the dishwasher unless all enclosure panels are properly in place.
- Do not tamper with controls.
- Do not abuse, sit on, or stand on the door, lid, or dish racks of the dishwasher.
- To reduce the risk of injury, do not allow children to play in or on the dishwasher.
- Under certain conditions, hydrogen gas may be produced in a hot water system that has not been used for two weeks or more. HYDROGEN GAS IS EXPLOSIVE. If the hot water system has not been used for such a period, before using the dishwasher turn on all hot water faucets and let the water flow from each for several minutes. This will release any accumulated hydrogen gas. As the gas is flammable, do not smoke or use an open flame during this time.
- Remove the door or lid to the washing compartment when removing an old dishwasher from service or discarding it.

**SAVE THESE INSTRUCTIONS**



## What's New in Your Dishwasher

### Energy

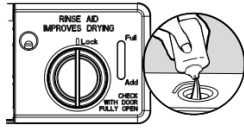
Congratulations on purchasing your water and energy efficient dishwasher! This dishwasher cleans by spraying the dishes with water and pauses to allow the detergent to soak into and release the soils on the dishes. The cycles are longer due to the soak and pauses for exceptional cleaning. Several models contain an optical water sensor. The optical water sensor is used to determine the optimum water and energy consumption for great cleaning performance. Efficient dishwashers run longer to save water and energy, just as driving a car slower saves on gas. The first cycle using the sensor will run longer to calibrate the optical sensor.



### Performance

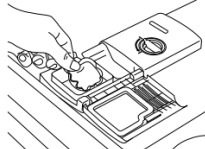
#### Rinse Aid

Using rinse aid will optimize your drying and wash performance. This dishwasher is specifically designed to be used with rinse aid for improved drying performance and controlling buildup of hard water deposits. Energy efficient dishwashers use less water and energy, so they depend on the water "sheeting" action of rinse aid for total optimal performance.



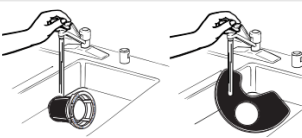
#### Detergent

The United States and Canada have passed a restriction limiting the amount of phosphorus (phosphates) in household dishwasher detergents to no more than 0.5%, where previous detergents contained 8.7%. Major manufacturers have reformulated their dishwasher detergent for this change in detergents as another step in eco-conscious awareness. With these recent changes it is recommended to use tablets and packs for convenience and improved performance.



#### Filtration System

Your dishwasher has the latest technology in dishwasher filtration. This triple filtration system minimizes sound and optimizes water and energy conservation while providing optimal cleaning performance. Maintenance of your filters regularly will sustain peak cleaning performance. We suggest you clean both your upper and lower filter and rinse under running water at least once a month.

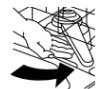


## Quick Steps

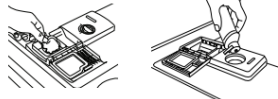
### 1 Prepare and load dishwasher.



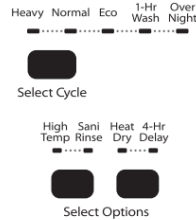
Spin the spray arms. They should turn freely.



### 2 Add detergent and rinse aid.



### 3 Select a cycle and option (cycles and options vary by model).



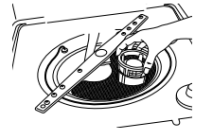
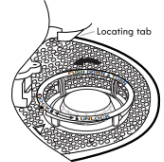
### 4 Start dishwasher.

For models with controls on top of the door, select wash cycle, option and press START/RESUME before closing the door. Push door firmly closed. The door latches automatically. For models with front controls, select the wash cycle, options and press START/RESUME or press START/RESUME to repeat the same cycle and options as in the previous wash cycle.



### 5 Unload and clean the filter.

See "Recommended Time Interval to Clean Your Filter," in the "Filtration System" section for the recommended cleaning schedule.



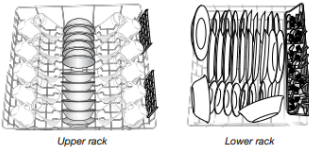
## Dishwasher Use

### STEP 1

#### Prepare and Load the Dishwasher

**IMPORTANT:** Remove leftover food, bones, toothpicks and other hard items from the dishes. Remove labels from containers before washing.

#### 10 Place load pattern (when silverware basket is in lower rack)



- Make sure nothing keeps spray arm(s) from spinning freely. It is important for the water spray to reach all soiled surfaces.
- Make sure that when the dishwasher door is closed no items are blocking the detergent dispenser.
- Items should be loaded with soiled surfaces facing down and inward to the spray as shown. This will improve cleaning and drying results. Avoid overlapping items like bowls or plates that may trap food.
- Place plastics, small plates and glasses in the upper rack. Wash only plastic items marked "dishwasher safe."
- To avoid thumping/clattering noises during operation: Load dishes so they do not touch one another. Make sure lightweight load items are secured in the racks.
- Use slots in the covers (if provided) and suggested loading patterns to keep your silverware separated for optimum wash.



- When loading silverware, always place sharp items pointing down. Mix other items pointing up and some pointing down.

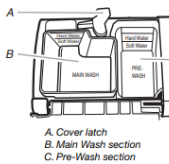


### STEP 2

#### Add Detergent

**NOTE:** If you do not plan to run a wash cycle soon, run a rinse cycle. Do not use detergent.

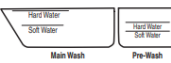
- Use automatic dishwasher detergent only. Add powder, liquid or tablet detergent just before starting a cycle.
- Fresh automatic dishwasher detergent results in better cleaning. Store tightly closed detergent container in a cool, dry place.
- For optimum performance, tablet detergent is recommended.



A. Cover latch  
B. Main Wash section  
C. Pre-Wash section

- The amount of detergent to use depends on: How much soil remains on the items - Heavily soiled loads require more detergent. The hardness of the water - If you use too little in hard water, dishes won't be clean. If you use too much in soft water, glassware will etch. Soft to Medium Water (0-6 grains per U.S. gallon) [typical water softener water and some city water] Medium to Hard Water (7-12 grains per U.S. gallon) [well water and some city water]
- Depending on your water hardness, fill the Main Wash section of the dispenser as shown. Fill the Pre-Wash section to the level shown, if needed.

**NOTE:** Fill amounts shown are for standard powdered detergent. Follow instructions on the package when using other dishwasher detergent.



#### Add Rinse Aid

- Your dishwasher is designed to use rinse aid for good drying performance. Without rinse aid your dishes and dishwasher interior will have excessive moisture. The heat dry option will not perform as well without rinse aid.
- Rinse aid keeps water from forming droplets that can dry as spots or streaks. They also improve drying by allowing water to drain off of the dishes after the final rinse.
- Rinse aid helps to reduce excess moisture on the dish racks and interior of your dishwasher.
- Check the rinse aid indicator. Add rinse aid when indicator drops to "Refill" level.



- To add rinse aid, turn the dispenser cap to "Open" and lift off. Pour rinse aid into the opening until the indicator level is at "Full." Replace the dispenser cap and turn to "Lock." Make sure cap is fully locked.



**NOTE:** For most water conditions, the factory setting will give good results. If you have hard water or notice rings or spots, try a higher setting. Turn the arrow adjuster inside the dispenser by either using your fingers or inserting a flat-blade screwdriver into the center of the arrow and turning.

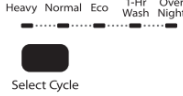
### STEP 3

#### Select a Cycle (cycles vary by model)

Press the Select Cycles button until the light below the desired cycle is on.

**NOTE:** Heavier cycles and options affect cycle length. Some cycles and options will take up to 3½ hours to complete.

- Heavy - Use for heavily soiled, hard-to-clean items.
- Normal - This cycle with only the Heated Dry option selected, and without other options selected, is recommended to completely wash and dry a full load of normally soiled dishes. The energy usage label is based on this cycle and option combination.
- ECO - Use for lightly soiled items. It saves energy.
- 1-Hr Wash - Use for lightly soiled items. For fast results, 1-Hr Wash will clean the dishes using slightly more water and energy.
- Overnight cycle - Use for loads with heavy amounts of food soil. It is a longer cycle and therefore is ideal to run overnight.
- Rinse Only - (no options apply to this cycle) Do not use detergent. This is only a rinse that keeps food from drying on your dishes and reduces odor buildup in your dishwasher until you are ready to wash a full load.



#### Select Options (options vary by model)

You can customize your cycles by pressing the options desired. Repeatedly press the button until the desired combination of options is selected.

High Temp - (can be selected with Heavy and Normal wash cycles) heats the water during the wash portions of the cycle.

Sani Rinse - (can be selected with Heavy and Normal wash cycles) Select this option to raise the water temperature in the final rinse to approximately 155°F (68°C). Sani Rinse option adds heat and time to the cycle. This high temperature rinse sanitizes your dishes and glassware in accordance with NSF/ANSI Standard 184 for Residential Dishwashers. Certified residential dishwashers are not intended for licensed food establishments.

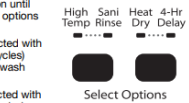
Heat Dry - (can be selected with 1-Hr Wash, Heavy and Normal wash cycles) When selected with the 1-Hr Wash cycle, the time is increased by approximately 30 minutes.

4-Hr Delay - (any cycle) offers the choice to start the dishwasher automatically at a later time. Select a wash cycle and options. Press 4-Hr Delay. Press START/RESUME. Close the door firmly.

Lock - (on 4-Hr Delay button) use to avoid unintended use of your dishwasher. When Control Lock is lit, all buttons are disabled. The dishwasher door can be opened while the controls are locked.

**To turn on Lock:** Press and hold 4-Hr Delay for at least 3 seconds. The Locked light glows. If you press any pad while your dishwasher is locked, the light flashes 3 times.

**To turn off Lock:** Press and hold 4-Hr Delay for at least 3 seconds. The Control Lock light turns off.



Select Options

### STEP 4

#### Start or Resume a Cycle

- Run hot water at the sink nearest your dishwasher until the water is hot. Turn off water.

- Push door firmly closed. The door latches automatically. Select the wash cycle and options desired OR press START/RESUME to repeat the same cycle and options as in the previous wash cycle. For top controls, select cycle and options first, and then close the door.

- You can add an item anytime before the main wash starts. Open the door slowly and add the item. Close the door firmly. Press START/RESUME.

- The Clean indicator glows when the cycle is finished. Sanitized glows when Sani Rinse option is selected and sanitization levels occur.



## Filtration System

Your dishwasher has the latest technology in dishwasher filtration. This triple filtration system minimizes sound and optimizes water and energy conservation while providing superior cleaning performance. Throughout the life of your dishwasher, the filter will require maintenance to sustain peak cleaning performance.

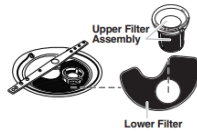
The triple filter system consists of 2 parts, an upper filter assembly and a lower filter.

- The upper filter assembly keeps oversized items and foreign objects, along with very fine food particles, out of the pump.
- The lower filter keeps food from being recirculated onto your dishes.

The filters may need to be cleaned when:

- Visible objects or soils are on the Upper Filter Assembly.
- There is degradation in cleaning performance (that is, soils still present on dishes).
- Dishes feel gritty to the touch.

It is very easy to remove and maintain the filters. The chart below shows the recommended cleaning frequency.



RECOMMENDED TIME INTERVAL TO CLEAN YOUR FILTER			
Number of Loads Per Week	If you only scrape before loading*	If you scrape and rinse before loading	If you wash before loading
8-12	Every two months	Every four months	Once per year
4-7	Every four months	Once per year	Once per year
1-3	Twice per year	Once per year	Once per year

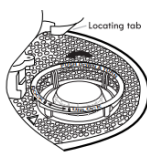
\*Manufacturer's recommendation. This practice will conserve the water and energy that you would have used to prepare your dishes. This also saves you time and effort.

### Very Hard Water

If you have hard water (above 15 grains), clean your filter at least once per month. Building up of white residue on your dishwasher indicates hard water. For tips on removing spots and stains, see "Troubleshooting" section.

### Filter Removal Instructions

1. Turn the Upper Filter Assembly ¼ turn counterclockwise and lift out.
2. Separate the upper filter assembly by gently pulling apart.
3. Clean the filters as shown.



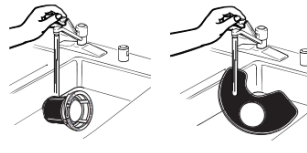
To remove Upper Filter Assembly



### Cleaning Instructions

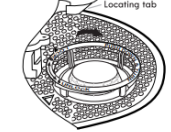
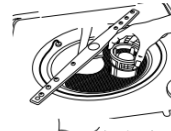
**IMPORTANT:** Do not use wire brush, scouring pad, etc. as they may damage the filters.

Rinse filter under running water until most soils are removed. If you have hard-to-remove soils or calcium deposits from hard water, a soft brush may be required.



### Filter Reinstallation Instructions

1. Noting the previous illustrations, place the Lower Filter under the Locating Tabs in the bottom of the dishwasher so the round opening for the Upper Filter Assembly lines up with the round opening in the bottom of the tub.
2. Insert the Upper Filter Assembly into the circular opening in the Lower Filter.



To replace Upper Filter Assembly

3. Slowly rotate the filter clockwise until it drops into place. Continue to rotate until the filter is locked into place. If the filter is not fully seated (still turns freely), continue to turn the filter clockwise until it drops and locks into place. **NOTE:** The Upper Filter Assembly arrow does not have to align with the arrow in the Lower Filter as long as the filter is locked.

**IMPORTANT:** To avoid damage to dishwasher, do not operate your dishwasher without the filters properly installed. Be sure the Lower Filter is securely in place and the Upper Filter Assembly is locked into place. If the Upper Filter Assembly turns freely, it is not locked into place.

## CLEANING THE DISHWASHER

### Cleaning the exterior

Clean the exterior of the dishwasher with a soft, damp cloth and mild detergent. If your dishwasher has a stainless steel exterior, a stainless steel cleaner is recommended - Stainless Steel Cleaner and Polish Part Number 31464.

### Cleaning the interior

Clean the interior of the dishwasher, with a paste of powdered dishwasher detergent and water or use liquid dishwasher detergent on a damp sponge to clean the cooled-down interior.

A white vinegar rinse may remove white spots and film. Vinegar is an acid, and using it too often could damage your dishwasher.

Put 2 cups (500 mL) white vinegar in a glass or dishwasher-safe measuring cup on the bottom rack. Run the dishwasher through a complete washing cycle using an air-dry or an energy-saving dry option. Do not use detergent. Vinegar will mix with the wash water.

### Dishwasher Maintenance Procedure

**Removal of Hard Water / Filming:** Recommended use of a monthly maintenance product such as affresh® Dishwasher Cleaner Part Number W10282479.

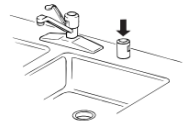
- Load your dishwasher (preferably with dishes affected by filming/hard water).
- Place tablet in main wash compartment of detergent dispenser.
- Select cycle/option best for heavily soiled dishes and start dishwasher.

**NOTE:** Recommended to use a premeasured detergent tablet or pack for regular daily use.

## Dishwasher Care

### Drain air gap

If you have a drain air gap, check and clean it if the dishwasher isn't draining well.



### To Reduce Risk of Property Damage During Vacation or Extended Time Without Use

- When you will not be using the dishwasher during the summer months, turn off the water and power supply to the dishwasher.
- Make sure the water supply lines are protected against freezing conditions. Ice formations in the supply lines can increase water pressure and cause damage to your dishwasher or home. Damage from freezing is not covered by the warranty.
- When storing your dishwasher in the winter, avoid water damage by having your dishwasher winterized by authorized service personnel.

## Troubleshooting

First try the solutions suggested here. If you need further assistance or more recommendations that may help you avoid a service call refer to the warranty page in this manual and scan the code with your mobile device or visit [www.whirlpool.com/producthelp](http://www.whirlpool.com/producthelp) or <http://amana.custhelp.com>. In Canada, visit <http://www.whirlpool.ca> or <http://www.amacanada.ca>.

Contact us by mail with any questions or concerns at the address listed below:

In the U.S.A.  
Customer eXperience Center  
553 Benson Road  
Benton Harbor, MI 49022-2692  
Please indicate a daytime phone number in your correspondence.

In Canada  
Customer eXperience Centre  
200 - 6750 Century Ave.  
Mississauga ON L5N 0B7

### Dishwasher is not operating properly

- **Dishwasher does not run or stops during a cycle**  
Is the door closed tightly and latched?  
Is the right cycle selected?  
Is there power to the dishwasher? Has a household fuse blown, or has a circuit breaker tripped? Replace the fuse or reset the circuit breaker. If the problem continues, call an electrician.  
Has the motor stopped due to an overload? The motor automatically resets itself within a few minutes. If it does not restart, call for service.  
Is the water shutoff valve (if installed) turned on?  
Is it normal for certain cycles to repeatedly pause for several seconds during the main wash.

### The Clean light is flashing

Call for service.

### Dishwasher will not fill

Is the overflow protection float able to move up and down freely? Press down to release.

### Dishwasher seems to run too long

The dishwasher can run up to 3½ hours depending on soil level, water temperature, cycles and options.

Is the water supplied to the dishwasher hot enough? The dishwasher runs longer while heating water.

Is the dishwasher cycle time within the cycle times? See cycle sections wash times. A delay automatically occurs in some wash and rinse cycles until the water reaches the proper temperature.

This dishwasher is equipped with an optical sensor wash that detects water temperature, soil and detergent amount. Wash cycles are adjusted based on what is sensed.

**IMPORTANT:** The very first wash cycle after installation in your home will be adjusted to include an additional 2 rinses. This cycle must not be interrupted for proper sensor adjustment. If this adjustment cycle is cancelled or stopped before the Clean light comes on at the end of the cycle, the next wash cycle will repeat this sensor adjustment.

### Water remains in the dishwasher

Is the cycle complete?

**Detergent remains in the covered section of the dispenser**  
Is the cycle complete?  
Is the detergent lump-free? Replace detergent if necessary.  
Is the dispenser door blocked by dishes or cookware when the dishwasher door is closed?

### White residue on the front of the access panel

Was too much detergent used?

Is the brand of detergent making excess foam? Try a different brand to reduce foaming and eliminate buildup.

### Odor in the dishwasher

Are dishes washed only every 2 or 3 days? Run a rinse cycle once or twice a day until you have a full load.

Does the dishwasher have a new plastic smell? Run a vinegar rinse as described in "Dishwasher Care."

### Condensation on the kitchen counter (built-in models)

Is the dishwasher aligned with the countertop? Moisture from the vent in the dishwasher console can form on the counter. Refer to the installation instructions for more information.

### Dishes do not dry completely

#### Dishes do not dry completely

Did you use a rinse aid? Your dishwasher is designed to use rinse aid for good drying performance. Without rinse aid your dishes and dishwasher interior will have excessive moisture. The heat dry option will not perform as well without rinse aid.

#### Dishes are not dry

Did you load your dishwasher to allow proper water drainage? Do not overload. Use a liquid rinse aid to speed drying.

Are the plastics wet? Plastics often need towel drying.

Is the rinse aid dispenser empty?

Did you use an air-dry or energy-saving dry option? Use a heated drying option for dryer dishes.

#### Excess moisture on racks and dishwasher interior

Check the rinse aid indicator to see that there is rinse aid in the dispenser.

### Spots and stains on dishes

#### Spotting and filming on dishes

Is your water hard, or is there a high mineral content in your water? Conditioning the final rinse water with a liquid rinse aid helps eliminate spotting and filming. Keep the rinse aid dispenser filled. Always use a high-temp option. If your water hardness is 13 grains or above, it is strongly recommended that you install a home water softener. If you do not wish to drink softened water, have the softener installed onto your hot water supply.

Is the water temperature too low? For best dishwashing results, water should be 120°F (49°C) as it enters the dishwasher.

Did you use the correct amount of effective detergent? Use recommended dishwasher detergents only. Do not use less than 1 tbs (15 g) per load. Detergent must be fresh to be effective. Heavy soil and/or hard water generally require extra detergent.

Is the home water pressure high enough for proper dishwasher filling? Home water pressure should be 20 to 120 psi (138 to 828 kPa) for proper dishwasher fill. If you have questions about your water pressure, call a licensed, qualified plumber.

**NOTE:** To remove spots and film from glassware, remove all silverware and metal items and see the "Dishwasher Maintenance Procedure" in the "Dishwasher Care" section.

### Silica film or etching (silica film is a milky, rainbow-colored deposit; etching is a cloudy film)

Sometimes there is a water/chemical reaction with certain types of glassware. This is usually caused by some combination of soft or softened water, alkaline washing solutions, insufficient rinsing, overloading the dishwasher, and the heat of drying. It might not be possible to avoid the problem, except by hand washing.

To slow this process use a minimum amount of detergent but not less than 1 tbs (15 g) per load. Use a liquid rinse aid and underload the dishwasher to allow thorough rinsing. Silica film and etching are permanent and cannot be removed. Do not use heated drying.

### White spots on cookware with nonstick finish

Has the dishwasher detergent removed cookware seasoning? Re-season cookware after washing it in the dishwasher.

### Brown stains on dishes and dishwasher interior

Does your water have high iron content? Rewash dishes using 1-3 tsp (5-15 mL) of citric acid crystals added to the covered section of the detergent dispenser. Do not use detergent.

Follow with a Normal wash cycle with detergent. If treatment is needed more often than every other month, the installation of an iron removal unit is suggested.

### Black or gray marks on dishes

Are aluminum items rubbing dishes during washing? Disposable aluminum items can break down in the dishwasher and cause marking. Hand wash these items. Remove aluminum markings by using a mild abrasive cleaner.

### Orange stains on plastic dishes or dishwasher interior

Are large amounts of tomato-based foods on dishes placed in the dishwasher? It may be necessary to use a stain removal product to remove stains from your dishwasher. Stains will not affect dishwasher performance.

## Noises

### Grinding, grating, crunching or buzzing sounds

A hard object has entered the wash module (on some models). When the object is ground up, the sound should stop. If the noise persists after a complete cycle, call for service.

### Dishes are not completely clean

#### Food soil left on the dishes

Is the dishwasher loaded correctly?  
Did you choose the cycle that describes the most difficult soil in your dishwasher? If you have some items with heavier soils, use a heavier cycle.

Is the water temperature too low? For best dishwashing results, water should be 120°F (49°C) as it enters the dishwasher.

Did you use the correct amount of fresh detergent? Use recommended dishwasher detergents only. Do not use less than 1 tbs (15 g) per load. Detergent must be fresh to be effective. Heavy soil and/or hard water generally require extra detergent.

Is detergent caked in dispenser? Use fresh detergent only. Do not allow detergent to sit for several hours in a wet dispenser. Clean dispenser when caked detergent is present.

Is the pump or spray arm clogged by labels from bottles and cans?

Is the home water pressure high enough for proper dishwasher filling? Home water pressure should be 20 to 120 psi (138 to 828 kPa) for proper dishwasher fill. If you have questions about your water pressure, call a licensed, qualified plumber.

Are high suds slowing the wash arm? Do not use soap or laundry detergents. Use recommended dishwasher detergents only.

### Dishes are damaged during a cycle

#### Chipping of dishes

Did you load the dishwasher properly? Load the dishes and glasses so they are stable and do not strike together from washing action. Minimize chipping by moving the rack in and out slowly.

**NOTE:** Antiques, feather-edged crystal, and similar types of china and glassware might be too delicate for automatic dishwashing. Wash by hand.





## Front Load Washer

<https://www.whirlpool.ca/content/dam/global/documents/202005/owners-manual-w11355369-reva.pdf>



*The Addison*

### IMPORTANT SAFETY INSTRUCTIONS

**WARNING:** To reduce the risk of fire, electric shock, or injury to persons when using your appliance, follow basic precautions, including the following:

- Read all instructions before using the appliance.
- Do not wash articles that have been previously cleaned in, washed in, soaked in, or spotted with gasoline, dry-cleaning solvents, or other flammable or explosive substances, as they give off vapors that could ignite or explode.
- Do not add gasoline, dry-cleaning solvents, or other flammable or explosive substances to the wash water. These substances give off vapors that could ignite or explode.
- Under certain conditions, hydrogen gas may be produced in a hot-water system that has not been used for 2 weeks or more. **HYDROGEN GAS IS EXPLOSIVE.** If the hot-water system has not been used for such a period, before using a washing machine, turn on all hot-water faucets and let the water flow from each for several minutes. This will release any accumulated hydrogen gas. As the gas is flammable, do not smoke or use an open flame during this time.
- Do not allow children to play on or in the appliance. Close supervision of children is necessary when the appliance is used near children.
- Before the appliance is removed from service or discarded, remove the door.
- Do not reach into the appliance if the tub or agitator is moving.
- Do not install or store this appliance where it will be exposed to the weather.
- Do not tamper with controls.
- Do not repair or replace any part of the appliance or attempt any servicing unless specifically recommended in the user-maintenance instructions or in published user-repair instructions that you understand and have the skills to carry out.
- Do not use replacement parts that have not been recommended by the manufacturer (e.g. parts made at home using a 3D printer).
- See the Installation Instructions for grounding requirements and installation.

**SAVE THESE INSTRUCTIONS**

# Quick Reference Guide

## Using Your Front-Loading Washer

NOTE: See your Use and Care Guide for more information. Not all settings and options are available on each cycle.

### WARNING



#### Fire Hazard

Never place items in the washer that are dampened with gasoline or other flammable fluids.

No washer can completely remove oil.

Do not dry anything that has ever had any type of oil on it (including cooking oils).

Doing so can result in death, explosion, or fire.

**1 TOUCH POWER TO TURN ON WASHER**

#### BEFORE FIRST USE:

**2 RUN WASH CYCLE WITHOUT LAUNDRY**

Before washing clothes for the first time, choose the Quick cycle and run it without clothes. This initial cycle serves to ensure the interior is clean before washing clothes.

#### DOING LAUNDRY:

**3 ADD LAUNDRY PRODUCTS, IF DESIRED**



Single-dose laundry packets, Oxi-type boosters, color-safe bleach, or scented crystals can be added to the drum prior to adding laundry.

**4 LOAD LAUNDRY**

Place a load of sorted items loosely in the washer.

**IMPORTANT:** Push load fully into the washer. Make sure no items are resting on the rubber seal to avoid trapping them between the seal and the door window.

**5 ADD HE DETERGENT, IF DESIRED**

If you choose to use the Single Load Dispenser, add detergent to the appropriate compartment at this time.

**6 ADD LIQUID FABRIC SOFTENER AND CHLORINE BLEACH TO SINGLE LOAD DISPENSER, IF DESIRED**

**7 SELECT A CYCLE**

REGULAR	DELICATES	BULKY ITEMS	WHITES	COLORS	TOWELS
NORMAL	WRINKLE CONTROL	HEAVY DUTY	SANITIZE WITH OXI	COLD WASH	QUICK

**8 ADJUST CYCLE MODIFIERS, IF DESIRED**

Temp	Spin	Soil
• • • Cold	• • • Off	• • • Light
• • • Hot	• • • Fast	• • • Heavy

**9 SELECT ANY ADDITIONAL OPTIONS**

Clean Washer	Drain & Spin	Cycle Signal	Extra Rinse	Pre Soak
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with **airtrac**™  
Additional options available:

- Cycle Signal
- Extra Rinse
- Pre-Soak

**10 TOUCH AND HOLD START TO BEGIN WASH CYCLE**

Touch and hold START for 3 seconds to start the wash cycle. To add 1-2 additional garments, pause the cycle by Touching START once to add garments; then touch and hold START again to continue the cycle. To cancel a cycle, touch and hold POWER.

**MAINTENANCE**

- Run Clean Washer cycle every 30 loads.
- The washer will also give you a reminder.
- Leave door open for ventilation when machine is not in use.
- Check door seal between cycles. Clean out small items and/or debris if present.

**Power Button** (Power icon)

**Cycle Status Display** (Shows 'Washing' and '0:00' with 'Add Garment' and 'Detergent Low' icons)

**What to Wash** (Buttons: REGULAR, DELICATES, BULKY ITEMS, WHITES, COLORS, TOWELS, NORMAL, WRINKLE CONTROL, HEAVY DUTY, SANITIZE WITH OXI, COLD WASH, QUICK)

**How to Wash** (Buttons: Clean Washer, Drain & Spin, Cycle Signal, Extra Rinse, Pre Soak)

**Start Button** (Start icon with 'Hold to Start' text)

**Cycle Modifiers** (Buttons: Temp, Spin, Soil)

**Options** (Buttons: Clean Washer, Drain & Spin, Cycle Signal, Extra Rinse, Pre Soak)

with **airtrac**™

Hold to Start for Control Lock



## CHOOSING THE RIGHT DETERGENT

Use only High Efficiency detergents. The package will be marked "HE" or "High Efficiency." Low-water washing creates excessive sudsing with a non-HE detergent. Using non-HE detergent will likely result in longer cycle times and reduced rinsing performance. It may also result in component failure and, over time, buildup of mold or mildew. HE detergents should be low-sudsing and quick-dispersing to produce the right amount of suds for the best performance. They should hold soil in suspension so it is not redeposited onto clean clothes. Not all detergents labeled as High Efficiency are identical in formulation and their ability to reduce suds. For example, natural, organic, or homemade HE detergents may generate a high level of suds. If you use one of these and see an "Sd" or "Sud" error code appear in the display, consider using a different HE detergent. Always follow the detergent manufacturer's instructions to determine the amount of detergent to use. Do not go over the Max line on the dispenser.

### Adding Laundry Products

#### Adding HE detergent to basket:

Single-dose laundry packets, Oxi-type boosters, color-safe bleach, or scented crystals can be added to the drum prior to adding laundry. When using single-dose laundry packets, make sure that the bulk dispenser is disabled (on some models) or off.



**NOTE:** Follow the manufacturer's instructions to determine the amount of laundry products to use.

#### Adding liquid chlorine bleach to single-load dispenser:

Add liquid chlorine bleach to the bleach compartment. Do not overfill, dilute, or use more than 2 1/2 cup (165 mL). Do not use color-safe bleach or Oxi in the same cycle with liquid chlorine bleach.



#### IMPORTANT:

- Always measure liquid chlorine bleach. Use a measuring cup with a pour spout; do not guess.
- Do not fill beyond the "MAX" line. Overfilling could cause garment damage.
- Do not use thickened, easy-pour, or no-splash bleach when running the Clean Washer with affresh® cycle, as excess suds may occur.
- On some models: Do not add liquid chlorine bleach to the bulk dispenser.
- Slowly close dispenser drawers. Make sure the drawers are closed completely (on some models).

#### Adding liquid fabric softener to single-load dispenser:

Pour a measured amount of liquid fabric softener into liquid fabric softener compartment. Always follow manufacturer's directions for correct amount of fabric softener, based on your load size. Disable the 1-Liter Load & Go™ dispenser if not used to dispense detergent (on some models). Fabric softener is always dispensed in the last rinse, even if Extra Rinse is selected.

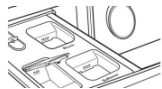


**IMPORTANT:** Do not overfill, dilute, or use more than the manufacturer-recommended quantity of fabric softener. Do not fill past the "MAX" line. Overfilling dispenser will cause fabric softener to immediately dispense into washer.

- Do not spill or drip any fabric softener onto the clothes.
- Do not use liquid fabric softener dispenser balls in this washer. They will not dispense correctly.
- Do not use fabric softener sheets, as they can stain the load.

#### Adding HE detergent to Optimal Dispense Drawer (on some models):

This compartment holds up to 14.3 oz. (424 ml) of liquid HE detergent allowing you to avoid having to refill detergent for each load. Also, this will use just the right amount of detergent required for a particular load/cycle.

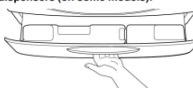


**NOTE:** Do not add single-dose laundry packets, Oxi-type boosters, color-safe bleach, or fabric softener crystals to dispensers. They will not dispense correctly.

#### Adding HE detergent to Load & Go™ dispenser (on some models):

Use only High Efficiency (HE) liquid detergents. The bulk dispensers will hold about 67.6 oz. (2 L) or 33.8 oz. (1 L) of liquid HE detergent, depending on dispenser, or enough for many loads of laundry.

#### To fill bulk dispensers (on some models):



Open the dispenser drawer by pulling on the handle at the base of the washer. If desired, the drawer can be completely removed from the washer.

Locate the Load & Go™ bulk dispenser. Gently pull up on the tab located on the bulk dispenser lid to lift the fill door.



Fill to the "MAX" line (see illustrations at right) with HE liquid detergent or liquid fabric softener (1-liter dispenser only). Close fill door. It will click into place. Make sure the concentration setting is correct (see the online "Cycle Guide").



It is recommended that you rinse out the Load & Go™ containers when refilling, when changing detergent types or concentrations, or when the washer will not be used for an extended period. For instructions on cleaning the dispenser cartridge, see "Washer Care" in the "Washer Maintenance and Care" section of your Owner's Manual.



#### Adding HE detergent to single-load dispenser:

Pour a measured amount of HE detergent into detergent compartment. For powdered detergent, lift the selector to the high position. For liquid detergent, push down the selector to the low position. Do not overfill, adding too much detergent may cause detergent to be dispensed into the washer too early.



### 2. Chlorine Bleach Procedure:

- Open the washer door and remove any clothing or items.
- Open the dispenser drawer and add liquid chlorine bleach to the Max level in both the bleach compartment and the fabric softener compartment. Either traditional or HE chlorine bleach can be used.

**IMPORTANT:** Do not use thickened, easy-pour, or no-splash bleach as excess suds may occur.

**NOTE:** Use of more liquid chlorine bleach than is recommended above could cause washer damage over time.

- Close the washer door and the dispenser drawer.
  - Do not add any detergent or other chemicals to the washer when following this procedure.
  - Select the Clean Washer with affresh® cycle.
  - On some models: Select the FanFresh®/Fresh Hold®/Fresh Spin™ option to help dry the washer interior after the cycle is complete.
- NOTE:** The washer remembers your last option selection and will use it for future wash cycles until you deselect that option.
- Touch and hold Start/Pause to begin the cycle. See the "Description of Clean Washer with affresh® Cycle Operation" section.

**NOTE:** For best results, do not interrupt cycle.

### Description of Clean Washer with affresh® Cycle Operation

- The Clean Washer with affresh® cycle will determine whether clothing or other items are in the washer.
- If no items are detected in the washer, it will proceed with the cycle.
  - If any items are detected in the washer, "rL" (remove load) will be displayed. The door will unlock. Open washer and remove any garments from the washer drum.
  - Touch Power to clear the "rL" code.
  - Touch and hold Start/Pause to restart the cycle.
- Steam models only:** During the first 20 minutes of the cycle, it will activate the steam but the drum will not spin or fill with water. You may see condensation on the door window during this initial phase. If you are using an affresh® Washer Cleaner tablet, it will not dissolve completely during the steam phase. This is normal.
 

After the cycle is complete, leave the door open slightly to allow for better ventilation and drying of the washer interior.

### Cleaning the Dispensers

After a period of using your washer, you may find some residue buildup in the washer's dispensers.

**For the Single-Load or Optimal dispenser:** Remove the drawer and wipe the surfaces with an affresh® Machine Cleaning Wipe or a damp cloth, and towel dry either before or after you run the Clean Washer with affresh® cycle. Use an all-purpose surface cleaner, if needed.

**For the Load & Go™ dispenser:** Lift the handle on the dispenser housing and pull to remove it from the washer cabinet; then rinse the dispenser thoroughly with running water. Wipe the outside dispenser surface with an affresh® Machine Cleaning Wipe or a damp cloth, and towel dry. Use an all-purpose surface cleaner, if needed.

Replace the dispenser in the washer cabinet and make sure that it is correctly seated.

**IMPORTANT:** Dispensers are not dishwasher-safe.

### Cleaning the Outside of the Washer

**IMPORTANT:** To avoid damaging the washer's finish, do not use abrasive products.

Use an affresh® Machine Cleaning Wipe or a soft, damp cloth or sponge to wipe up any spills. Occasionally wipe the outside of your washer to help keep it looking new. Use an affresh® Machine Cleaning Wipe or mild soap and water.

### Clean Washer Cycle Reminder

**NOTE:** Not all models have the Clean Washer with affresh® cycle reminder light.

The Clean Washer with affresh® message will flash at the end of a wash cycle when the washer has run 30 wash cycles. This is a reminder to run the Clean Washer with affresh® cycle.

If the Clean Washer with affresh® cycle is not run, the message will stop flashing at the end of a wash cycle after running three more regular wash cycles. After 30 more wash cycles are completed, the Clean Washer with affresh® message will again flash at the end of a wash cycle as a reminder.

### Removing the Dispenser

#### Optimal Dispense Drawer (on some models)

##### To remove:

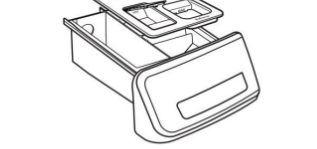
- Pull dispenser drawer out until it stops.
- Press down on the release tab and pull straight out to remove the dispenser.



#### Single-Load Dispenser Drawer (on some models)

##### To remove:

- Pull dispenser drawer out until it stops.
- Press down on the release tab and pull straight out to remove the dispenser.



#### 3. Lift off cover panel by pulling straight up.



#### IMPORTANT:

- Disable the Load & Go™ option before starting a single load (on some models).
- Do not add single-dose laundry packet to dispenser drawer.

#### Powdered detergent:



Lift the selector to the high position. Add directly to the compartment.

#### Liquid detergent:



Push down the selector to the low position. Add directly to the compartment.

## WASHER MAINTENANCE AND CARE

### Cleaning the Washer Location

Keep washer area clear and free from items that would block airflow. This includes clearing piles of laundry in front of the washer.

### Washer Inlet Hoses

Replace inlet hoses after 5 years of use to reduce the risk of hose failure. Periodically inspect and replace inlet hoses if bulges, kinks, cuts, wear, or leaks are found.

When replacing your inlet hoses:

- Mark the date of replacement on the label with a permanent marker.
- Check that the old washers are not stuck on the washer inlet valves.
- Use new washers in the new inlet hoses to ensure a proper seal.

### Washer Care

#### Recommendations to Help Keep Your Washer Clean and Performing at Its Best

- Always use High Efficiency (HE) detergents and follow the HE detergent manufacturer's instructions regarding the amount of HE detergent to use. Never use more than the recommended amount because that may increase the rate at which detergent and soil residue accumulate inside your washer, which, in turn, may result in undesirable odor.
- Use warm or hot water washes sometimes (not exclusively cold water washes), because they do a better job of controlling the rate at which soils and detergent accumulate.
- Always leave the washer lid open between uses to help dry out the washer and prevent the buildup of odor-causing residue.
- Periodically clean residue from all interior surfaces of the window. For better care, wipe the entire inside of the door with a damp cloth.

### Cleaning Your Front-Loading Washer

Read these instructions completely before beginning the routine cleaning process recommended below. This Washer Maintenance Procedure should be performed, at a minimum, once per month or every 30 wash cycles, whichever occurs sooner, to control the rate at which soils and detergent may otherwise accumulate in your washer.

#### To replace:

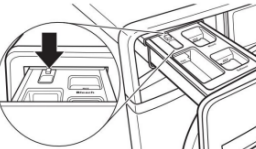
- Slide cover panel back onto posts on dispenser.
- Align edges of dispenser with guides in washer; then slide dispenser back into slot.



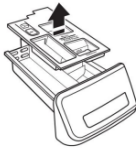
#### Single-Load Dispenser Drawer (on some models)

##### To remove:

- Pull dispenser drawer out until it stops.
- Press down on the release tab and pull straight out to remove the dispenser.



#### 3. Lift off cover panel by pulling straight up.



#### To replace:

- Position cover panel back onto posts on dispenser. Apply slight pressure on cover panel to seat it.
- Align edges of dispenser with guides in washer; then slide dispenser back into slot.



### Cleaning the Door Seal

- Open the washer door and remove any clothing or items from the washer.
- Inspect the gray-colored seal between the door opening and the drum for stained areas, soil buildup, or lint. Pull back the seal to inspect all areas under the seal and to check for foreign objects or lint.
- If stained areas, soil buildup, or lint are found, wipe down these areas of the seal using either of the following two procedures:
  - affresh® Machine Cleaning Wipes Procedure:**
    - When the cycle is complete, gently pull back the rubber door seal and clean the entire surface with the textured side of an affresh® Machine Cleaning Wipe.
  - Dilute Liquid Chlorine Bleach Procedure:**
    - Mix a dilute bleach solution, using 3/4 cup (177 mL) of liquid chlorine bleach and 1 gallon (3.8 L) of warm tap water.
    - Wipe the seal area with the dilute solution, using a damp cloth.
    - Let stand 5 minutes.
    - Wipe down area thoroughly with a dry cloth and let washer interior air dry with door open.

#### IMPORTANT:

- Wear rubber gloves when cleaning with bleach.
- Refer to the bleach manufacturer's instructions for proper use.

### Cleaning the Inside of the Washer

This washer has a special cycle that uses higher water volumes in combination with affresh® Washer Cleaner or regular liquid chlorine bleach to thoroughly clean the inside of the washer. Steam washer models also utilize steam to enhance cleaning in this special cycle.

**IMPORTANT:** Do not use thickened, easy-pour, or no-splash bleach when running the Clean Washer with affresh® cycle as excess suds may occur.

**NOTE:** Read these instructions completely before beginning the cleaning process.

#### Begin Procedure

##### 1. Clean Washer with affresh® Cycle Procedure

**(Recommended for best performance):**

- Open the washer door and remove any clothing or items.
- Use an affresh® Machine Cleaning Wipe or a soft, damp cloth or sponge to clean the inside door window.
- Add an affresh® Washer Cleaner tablet to the washer drum.
- Do not add the affresh® Washer Cleaner tablet to the dispenser drawer.
- Do not add any detergent or other chemical to the washer when following this procedure.
- Close the washer door.
- Select the Clean Washer with affresh® cycle.
- On some models: Select the FanFresh®/Fresh Hold®/Fresh Spin™ option to help dry the washer interior after the cycle is complete.

**NOTE:** The washer remembers your last option selection and will use it for future wash cycles until you deselect that option.

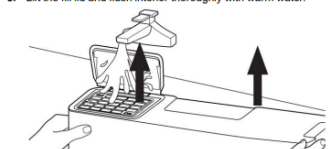
- Touch and hold Start/Pause to begin the cycle. See the "Description of Clean Washer with affresh® Cycle Operation" section.

### Cleaning Load & Go™ Containers (on some models)

**IMPORTANT:** Containers are not dishwasher-safe.

It is recommended that you rinse out the Load & Go™ containers when refilling, when changing detergent types or concentrations, or when the washer will not be used for an extended period.

- Pull the dispenser drawer out until it stops.
- Lift out the Load & Go™ containers.
- Lift the fill lid and flush interior thoroughly with warm water.



#### 4. Allow to air dry.

### Nonuse and Vacation Care

Operate your washer only when you are home. If moving, or not using your washer for a period of time, follow these steps:

- Unplug or disconnect power to washer.
- Turn off water supply to washer to avoid flooding due to water pressure surges.
 

**HELPFUL TIP:** Attach a reminder note to the washer to turn the water back on before washer's next use.
- Clean the dispensers. See "Cleaning the Dispensers."

### Winter Storage Care

**IMPORTANT:** To avoid damage, install and store washer where it will not freeze. Because some water may stay in hoses, freezing can damage washer. If storing or moving during freezing weather, winterize your washer.

#### To winterize washer:

- Shut off both water faucets; disconnect and drain water inlet hoses.
 

**HELPFUL TIP:** Attach a reminder note to the washer to turn the water back on before washer's next use.
- Remove drain pump filter.
- Put 1 qt. (1 L) of R.V.-type antifreeze in drum and run washer on Normal cycle for about 2 minutes to mix antifreeze and remaining water.
- Unplug washer or disconnect power.

## Front Load Dryer

[https://www.whirlpool.ca/en\\_ca/laundry/dryers/electric/p.7.4-cu.-ft.-front-load-electric-dryer-with-intuitive-touch-controls.ywed560lhw.html](https://www.whirlpool.ca/en_ca/laundry/dryers/electric/p.7.4-cu.-ft.-front-load-electric-dryer-with-intuitive-touch-controls.ywed560lhw.html)



### IMPORTANT SAFETY INSTRUCTIONS

**WARNING:** To reduce the risk of fire, electric shock, or injury to persons when using your appliance, follow basic precautions, including the following:

- Read all instructions before using the appliance.
  - Do not dry articles that have been previously cleaned in, washed in, soaked in, or spotted with gasoline, dry-cleaning solvents, or other flammable or explosive substances, as they give off vapors that could ignite or explode.
  - Do not allow children to play on or in the appliance. Close supervision of children is necessary when the appliance is used near children.
  - Before the appliance is removed from service or discarded, remove the door to the drying compartment.
  - Do not reach into the appliance if the drum is moving.
  - Do not install or store this appliance where it will be exposed to the weather.
  - Do not tamper with controls.
  - Do not repair or replace any part of the appliance or attempt any servicing unless specifically recommended in the user-maintenance instructions or in published user-repair instructions that you understand and have the skills to carry out.
  - Do not use fabric softeners or products to eliminate static unless recommended by the manufacturer of the fabric softener or product.
  - Do not use heat to dry articles containing foam rubber or similarly textured rubber-like materials.
  - Clean lint screen before or after each load.
  - Keep area around the exhaust opening and adjacent surrounding areas free from the accumulation of lint, dust, and dirt.
  - The interior of the appliance and exhaust duct should be cleaned periodically by qualified service personnel.
  - Do not place items exposed to cooking oils in your dryer. Items contaminated with cooking oils may contribute to a chemical reaction that could cause a load to catch fire. To reduce the risk of fire due to contaminated loads, the final part of a tumble dryer cycle occurs without heat (cool down period). Avoid stopping a tumble dryer before the end of the drying cycle unless all items are quickly removed and spread out so that the heat is dissipated.
  - Do not use replacement parts that have not been recommended by the manufacturer (e.g. parts made at home using a 3D printer).
  - See the Installation Instructions for grounding requirements and installation.
  - Do not install a booster fan in the exhaust duct.
- NOTE:** The booster fan warning does not apply to clothes dryers intended to be installed in a multiple clothes dryer system, with an engineered exhaust duct system that is installed per the clothes dryer manufacturer's guidelines.

**SAVE THESE INSTRUCTIONS**

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# Dryer Quick Start Guide

## OPERATING INSTRUCTIONS

**⚠ WARNING**

**Fire Hazard**

No washer can completely remove oil. Do not dry anything that has ever had any type of oil on it (including cooking oils). Items containing foam, rubber, or plastic must be dried on a clothesline or by using an Air Cycle. Failure to follow these instructions can result in death or fire.

**⚠ WARNING**

**Explosion Hazard**

Keep flammable materials and vapors, such as gasoline, away from dryer. Do not dry anything that has ever had anything flammable on it (even after washing). Failure to follow these instructions can result in death, explosion, or fire.

**WARNING:** To reduce the risk of fire, electric shock, or injury to persons, read the IMPORTANT SAFETY INSTRUCTIONS, located in your appliance's Owner's Manual, before operating this appliance.

### Button Descriptions

- POWER/CANCEL**  
Touch to turn the dryer on and off. Touch to stop/cancel a cycle at any time.
  - WHAT TO WASH/HOW TO WASH**  
Once a "What to Dry" is selected, the dryer automatically selects the recommended or last-used "How to Dry" option, as well as the recommended/last-used modifiers. Both the "How to Dry" and modifiers can be changed if desired. See the Online "Cycle Guide" for details.
  - START/PAUSE**  
Touch and hold until LED counts down "3-2-1" and the dryer starts; then let go to start a cycle, or touch once while a cycle is in process to pause it.
  - MODIFIERS**  
Use to select available modifiers for your dryer. Not all cycles and options are available on all models. See the Online "Cycle Guide" for details.
- Temp**  
When using Timed Dry/Quick Cycle, you may select a dry temperature based on the type of load you are drying. Use the warmest setting that is acceptable for the garments in the load. Follow garment label instructions.
- NOTE:** Automatic Cycles will give you up to 4 temperatures to adjust, depending on the "What to Dry" or "How to Dry" selections that have been made.
- Dryness**  
You may adjust the Dryness on Automatic Cycles (except for the Sanitize cycle), if desired.
- NOTE:** Dryness is for use with Automatic Cycles only.
- More Time/Less Time**  
Touch More Time or Less Time with Timed Dry/Quick Dry Cycles to increase or decrease the length of the cycle.
- OPTIONS**  
Use to select available options for your dryer. Not all cycles and options are available on all models.
- Wrinkle Shield™ Option**  
If you will be unable to remove a load immediately, touch Wrinkle Shield™ to add up to 150 minutes of periodic tumbling to help reduce wrinkling. You may select the "+ Steam" setting (on some models only) to add a short steam cycle after 60 minutes to help smooth out wrinkles.
- NOTE:** If you open the dryer door prior to the end of the Wrinkle Shield™ option, the dryer will pause.
- Steam Refresh (steam models only)**  
This cycle is best for reducing wrinkles and odors from dry items. Cycle time will increase, depending on number of items. This is an independent cycle that cannot be combined with any other cycle.
- Cycle Signal**  
Use this to turn the signal indicating the end of a drying cycle to low, medium, high, or off. The volume you select here will also be applied to the Damp Dry Signal.
- NOTE:** You may also turn off the tones that sound when a feature, setting, or option is touched. Touch and hold Cycle Signal for about 3 seconds to turn sounds to low, medium, high, or off.
- Damp Dry Signal**  
Touch to select the Damp Dry Signal on or off. When selected, a series of beeps will sound when the load is damp, but not completely dry. This will allow you to take clothes out of the load that do not need to dry completely. The Damp Dry Signal is selected as a default for the Bulky Items cycles, as a reminder to manually reposition bulky loads midway through the cycle. This option is not available for all cycles. See the online "Cycle Guide" for details.

### Step 1. Clean Lint Screen



### Step 2. Load Clothes



### Step 3. Turn Power On



### Step 4. Close Door; then Select Cycle and Settings



### Step 5. Press START/PAUSE



### Reduce Static (on some models)

Touch to add this option to selected Automatic Cycles. The dryer will automatically tumble, pause, and introduce a small amount of moisture into the load to help reduce static. This option adds approximately 3 minutes to the total cycle time.

### Control Lock

Use this option to lock the controls of the dryer and avoid an unintended change in cycle options or preferences during a drying cycle. Touch and hold Control Lock or Damp Dry Signal (depending on the model) for 3 seconds to lock or unlock the controls of the dryer. During this time, the LED Display will count down "3-2-1." Once the controls are locked, the LED Display will display "Loc."

**NOTE:** The Control Lock function may be enabled when recovering from a power failure. To unlock the control, touch and hold Control Lock or Damp Dry Signal (depending on the model) for at least 3 seconds.

### EcoBoost™ Option

The EcoBoost™ option will default on only for the Regular/Normal cycle and is only available on that cycle. This option allows you to increase your energy savings by using a slightly lower heat level. The EcoBoost™ option will increase drying times by approximately 40 minutes, which will be reflected on the LED display. If optimal time is desired, touch ECOBOOST to turn off this option.

### LED DISPLAY

When you select a cycle, its default settings will light up and the estimated time remaining (for Automatic Cycles) will vary depending on "What to Dry" and "How to Dry" selections or actual time remaining for Timed Dry cycles (for Manual Cycles) will be displayed.

### CYCLE STATUS

The Cycle Status indicators show the progress of a cycle. Not all indicators are available on all models.

### Sensing

The Sensing indicator will light periodically during Sensor Cycles to indicate that the moisture sensor on the dryer is operating. This indicator will not light during Timed Cycles or options such as Wrinkle Shield™ Option.

## Cycle Guide - Normal Cycle

This dryer has a unique user interface to help you select the best cycle you need for your load. The "What to Dry" "How to Dry" layout guides you to the optimal cycle in two easy steps: First determine what items are in the load that you are trying to dry. Use that to guide you "What to Dry" selection. Then determine how you want the dryer to dry them and select the appropriate "How to Dry" selection. Modifiers are preset for the items being dried, but can be changed if desired. To get the most energy savings and enhanced fabric care from your dryer, use the Automatic cycles. These cycles measure the drying air temperature and moisture levels to turn the dryer off once the load reaches the selected dryness level. Dryer performance and results may vary with service voltage less than 240 V.

Items to Dry:	"What to Dry":	"How to Dry":	Description:
Baby clothes, Blankets, Cotton undergarments, Colored napkins	Regular Bulky Items Whites Sheets Colors	Normal	Automatic Sensor cycle stops when dryness level is reached. See Online "Cycle Guide" for details.

**NOTE:** Government energy certifications for this model were based on the Regular + Normal Cycle, Highest temperature setting, Normal Dryness Level, EcoBoost™ On. The as-shipped defaults were the same as the Government Energy Certification Settings except the default Temperature Setting of Medium was adjusted to the Highest temperature setting. Cycles that are available for post-sale download may use more energy than the Normal cycle, upon which the energy use rating of this dryer is based upon.

For detailed installation instruction and maintenance information, winter storage, and transportation tips, please see the Owner's Manual included with your machine.

## Online Ordering Information

For information on any of the following items, a full cycle guide, warranty, detailed product dimensions, or for complete instructions for use and installation, please visit <https://www.whirlpool.com/owners>, or in Canada <https://www.whirlpool.ca/owners>. This may save you the cost of a service call.

Register Product	Schedule Service	How To's & FAQ	Manuals & Downloads
<b>Add Service Plan</b>	<b>Parts</b>	<b>Filters</b>	<b>Accessories</b>

However, if you need to contact us, use the information listed below for the appropriate region.

United States:	Canada:
1-866-696-2538	1-800-807-6777
Whirlpool Brand Home Appliances Customer eXperience Center 553 Benson Road Benton Harbor, MI 49022-2692	Whirlpool Brand Home Appliances Customer eXperience Centre 200-6750 Century Ave. Mississauga, Ontario L5N 0B7

### Wet

The load is still wet and/or the cycle just started.

### Damp

This indicator shows that the load is partially dried and items that you may wish to hang up or iron while still damp may be removed.

### Cool Down

The dryer has finished drying with heat and is now tumbling the load without heat to cool it down and reduce wrinkling.

### Check Vent

The Check Vent indicator is a feature available for Automatic Cycles only. This indicator will show the status of airflow through the dryer and the dryer

vent system for the dryer's life. During the sensing phase at the beginning of the cycle, the Check Vent light will come on if a blocked vent or low airflow issue is detected. This light will stay on for the entire cycle. Should the Check Vent light illuminate, refer to the Online "Troubleshooting" section for potential solutions to the issue. The light will be cleared upon completion of the cycle, touching Power, or opening the door. The Check Vent light will continue to illuminate during the cycle unless the root cause is resolved.

**NOTE:** The dryer will continue to operate even while the indicator is lit, but poor airflow can impact dry times and overall performance. See "Check Your Vent System for Good Airflow" in the Owner's Manual.

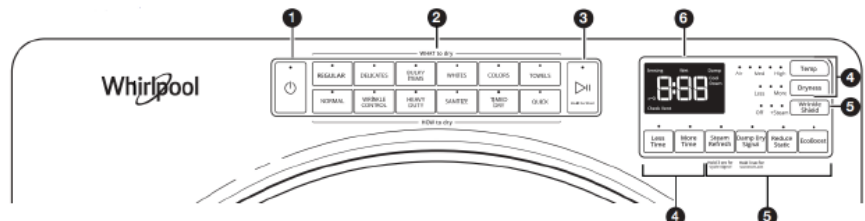
**NOTE:** If there are other error issues during a cycle, the Check Vent indicator will not light up. See the Online "Troubleshooting" section.

### End

This will indicate that the selected cycle has ended and the load may be removed from the dryer. If Wrinkle Shield™ Option has been selected, the dryer may continue to tumble the load, even if "End" is displayed.

### Control Lock

This will illuminate once the controls are locked.



Not all features, cycles, and options are available on all models. Appearance may vary.

**NOTE:** The control panel features a sensitive surface that responds to a light touch of your finger. To ensure your selections are registered, touch the control panel with your finger tip, not your fingernail. When selecting a setting or option, simply touch its name.

# The Addison

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