

**COSTWAY®**



**USER'S MANUAL**  
**Portable Air Conditioner**  
**EP24619US**

THIS INSTRUCTION BOOKLET CONTAINS **IMPORTANT** SAFETY INFORMATION. PLEASE READ AND KEEP FOR FUTURE REFERENCE.

**Please give us a chance to make it right and do better!**

Contact our friendly customer service department for help first.

Replacements for missing or damaged parts will be shipped ASAP!

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# Contact Us!

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# Before You Start

- ⚠ Please read all instructions carefully.
- ⚠ Retain instructions for future reference.
- ⚠ Separate and count all parts and hardware.
- ⚠ Read through each step carefully and follow the proper order.
- ⚠ We recommend that, where possible, all items are assembled near to the area in which they will be placed in use, to avoid moving the product unnecessarily once assembled.
- ⚠ Always place the product on a flat, steady and stable surface.
- ⚠ Keep all small parts and packaging materials for this product away from babies and children as they potentially pose a serious choking hazard.

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## Important Safety Precautions

**CAUTION: For your and your families' safety, please read the following safety precautions carefully before use of this air conditioner.**

### Requirements

- Please make sure to place the air conditioner in a flat and dry place. Keep the air conditioner 20in away from any surrounding objects.
- Make sure that the power supply complies with the safety regulations of where it is being used and check for reliable grounding.
- After installation of the air conditioner, ensure the plug is straight and can be inserted into the socket securely.
- Keep the air inlet and outlets unimpeded and free of debris.
- The air conditioner should be installed in accordance with national wiring regulations
- The air conditioner should be kept away from gasoline, cooking stoves, other combustibles, and heat sources.
- Always keep the power cord well maintained and organized to avoid tripping over the wire or accidentally unplugging the machine.
- If the power cord is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified persons in order to avoid any potential hazards.
- This air conditioner should only be operated by someone 8 years and older. Any persons with reduced physical, sensory, or mental capabilities, or someone with a lack of experience and knowledge of Air Conditioners should use the machine only after they have been given supervision or instruction concerning use of the air conditioner in a safe way as well as understanding the hazards involved. Children should not play with the appliance; and cleaning and user maintenance should not be made by children without supervision

### Prohibitions

- We recommend that this air conditioner only be used within households.
- Please do not install the air conditioner in washhouses or other places with any exposed water and lots of moisture.
- Please do not turn on or off the air conditioner by inserting or pulling out the power cord.
- Do not place things on the air conditioner.
- Do not put anything into the air inlet and outlet.
- Do not use insecticide spray or other flammable products in the vicinity of the air conditioner.
- Do not splash oil or water into the air conditioner.
- Do not clean the air conditioner with water, and instead wipe the surfaces with a semi-wet soft cloth.
- Do not wipe the air conditioner with chemical solvents such as benzene, gasoline and alcohol, etc. If the air conditioner is dirty, only use neutral detergents.

**NOTE: Recommended Operation Temp - 62°F - 95°F; Relative Humidity – 20 - 85% RH**

## Key Features

### Features

- Next generation condensate self-evaporation design without the need to pour water, and is environment friendly, and more energy-saving.
- L type evaporator design, enabling a more compact and efficient body.
- Due to its compact design, it has a super high loading quantity, (2 times higher than normal) which leads to great savings on logistics cost and total fuel consumption, which allows for lower pricing.
- Simple and convenient installation of accessories such as exhaust pipe, etc.
- Self-diagnosis function and 24h on/off timer function.
- Very portable and convenient to move around due to the universal caster wheels.
- Quiet design, which allows you to use even while sleeping while still providing a very powerful supply of air.
- Wide angle of air output with auto swing function for horizontal louvers.
- Compressor programmed with protective function of automatic restart after 3min time delay.

## Parts & Accessories

### Parts List

1. Guide strip
2. Control panel
3. Inlet grid
4. Exhaust pipe
5. Corner wheel
6. Handle
7. Filter
8. Buckle of power line
9. Drainage outlet
10. Power line with plug
11. Exhaust outlet

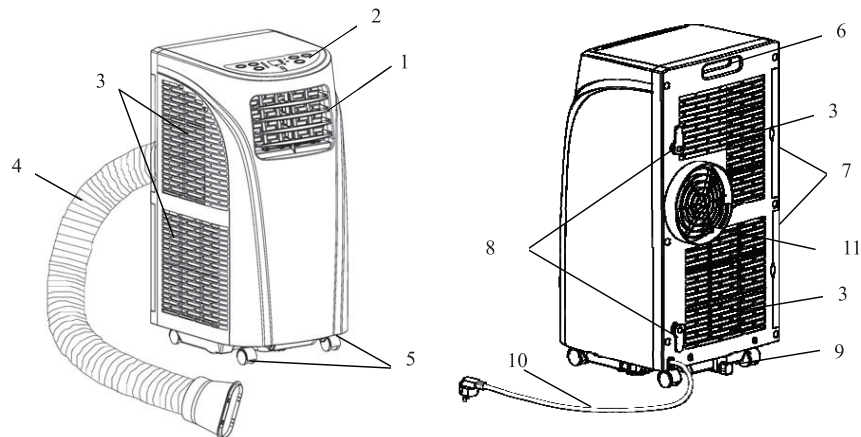


Fig. 1

## Parts & Accessories

### Accessory List and Fitment

1. Adjustable Exhaust Hose -----1pc
2. Oblate Joint -----1pc
3. Round Joint -----1pc
4. Adjustable Window Sealplate-----1set
5. Screw -----1pc

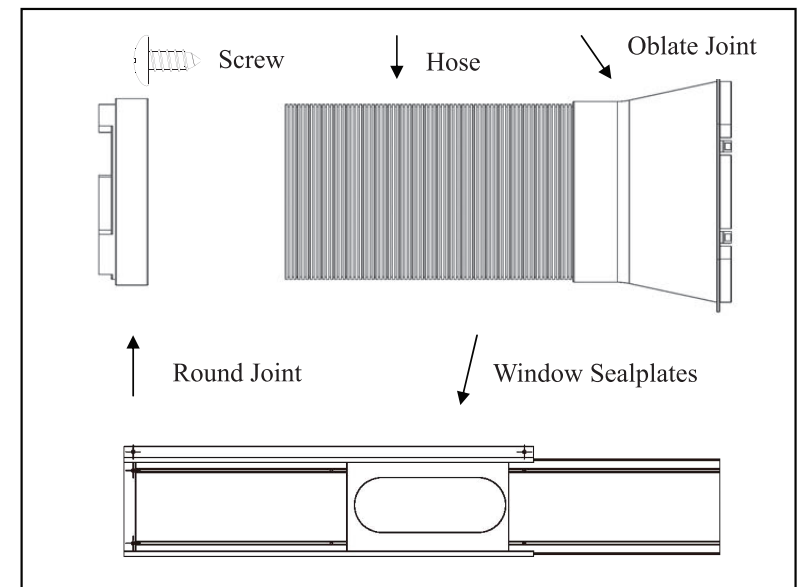


Fig. 2



## Control panel

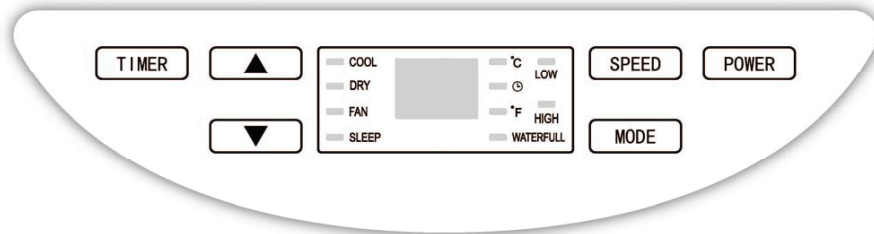


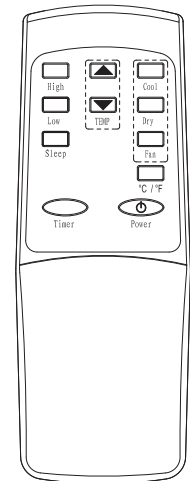
Fig. 3

### Control Panel Instructions (Right to Left)

- **POWER:** Press this button to turn on or off the air conditioner. The indicator light will show if the unit is on.
- **SPEED:** Pressing this button can select different fan speeds between HIGH /LOW. The indicator light will show the currently selected speed.
- **MODE:** When unit is turned on or set with TIMER on, pressing this button can cycle between COOL/DRY/ FAN modes. The corresponding indicator lamp to the selected mode shows what MODE is currently running.
- **TEMP GAUGE:** The display will show the current set temperature in COOL mode; while in FAN and DRY modes, the display will show current room temperature. If light indicator is lit for °C, it will display this information in Degrees Centigrade; if light indicator is lit for °F it will display this information in Degrees Fahrenheit.
- **WATER FULL:** The indicator light will show when the internal bucket is full.
- **SLEEP:** The indicator light will show when the unit is in SLEEP mode.
- **UP/DOWN:** If the TIMER is set to on, pressing UP or DOWN will adjust the timer setting. While running on COOL mode, pressing UP or DOWN will adjust the temperature. Pressing UP and DOWN simultaneously can cycle between °C and °F. (°C is displayed as default)
- **TIMER:** Press this button to enter TIMER setting state. The indicator light will show if the TIMER setting is on.

ATTN: if the air conditioner is restarted immediately after shutdown in COOL mode, there will be a 3min protection time before compressor kicks on.

## Remote control



Cool Only Remote Control  
Fig. 4

**POWER:** Press this button to turn the air conditioner on/off

**TIMER:** Press this button to set the timer.

**TEMPERATURE CONVERSION BUTTON:** Temperature is converted from °C to °F .

**COOL:** Press this button to select COOL mode.

**DRY:** Press this button to select DEHUMIDIFY mode.

**FAN:** Press this button to select FAN mode.

**TEMP ▲ / ▼ :** Press UP or DOWN to set temperature or adjust timer.

**HIGH:** Press this button to select HIGH speed.

**LOW:** Press this button to select LOW speed.

**SLEEP:** Press this button to set SLEEP mode.

(At the moment the speed of upper and lower fans is fixed at LOW speed, in SLEEP mode temperature and speed cannot be changed. Press this button again to cancel.)

## Installation

### Before you install

- Install in a flat and dry place, and keep a buffer of least 20in around the air conditioner to enable smooth circulation of air.(as shown in Fig.5)

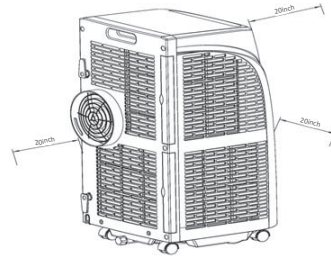


Fig.5

### Exhaust Hose Assembly

- Connect the exhaust pipe assembly with the round joint (as shown in Fig.6).
- Fix the round end of the connected exhaust pipe assembly to the air outlet of the air conditioner (as shown in Fig.7)
- Connect the oblate joint of the connected exhaust pipe assembly to the window sealplate.
- Install sealplate on the nearest window. Try to keep at least a 20in buffer also around the window to ensure unrestricted exhaust of air.

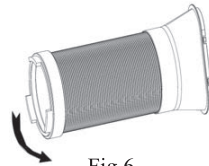


Fig.6

### Things to Note

- The exhaust hose is 24in~67in long (including adapter). We recommend trying to keep the exhaust hose as short as possible to prevent a large buildup of hot air in the exhaust.
- The exhaust hose included is specifically designed in accordance with the specification of this air conditioner. Please do not use any other exhaust hoses of different lengths or materials as this could lead to inefficiencies or failure in operational use.

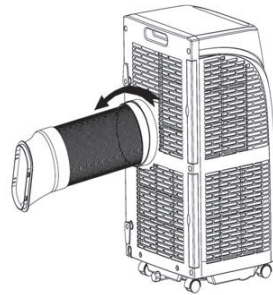


Fig.7

### Installation of Window Sealplate

- The design of the window sealplate was made to be universal and should work with most standard horizontal or vertical windows. (the installation methods are shown in Fig.8 and Fig.9)

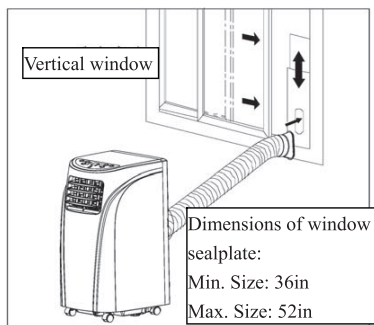


Fig. 8

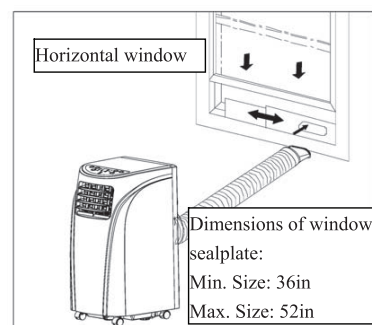


Fig.9

## Installation

### Illustration of Installation

#### ➤ Wall mounted

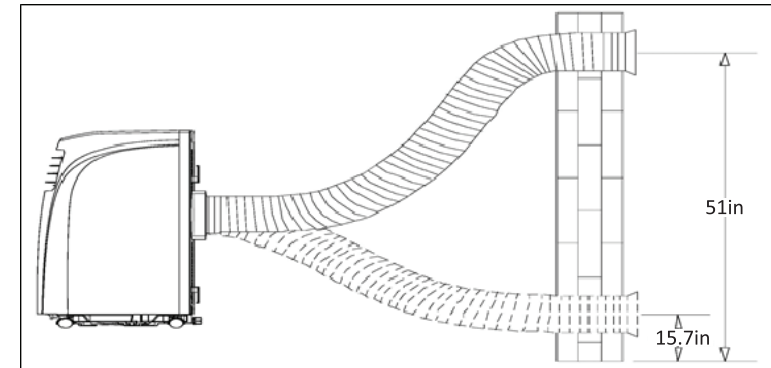


Fig. 10

#### ➤ Hose alignment

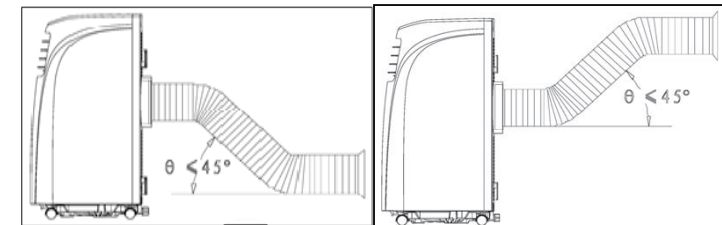


Fig.11

Fig.12

#### ➤ Incorrect bending

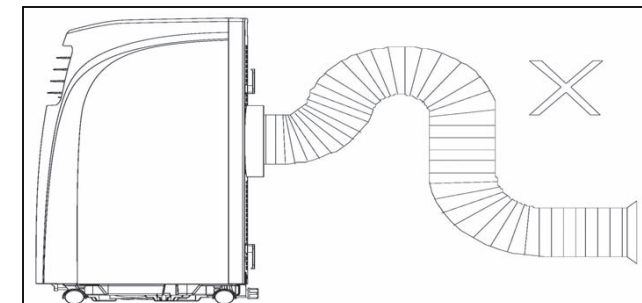


Fig.13

## Operation

### Operating the Different modes

#### COOL Mode

- While unit is powered on or set on the timer, press MODE to cycle through the modes and select COOL mode. The corresponding indicator lamp to the selected mode shows what MODE is currently running.
- Press UP/DOWN to set appropriate temperature in a range of 64-86°F (18~30°C). When UP or DOWN is pressed once, temperature will go up or down by 1°F or 1°C depending on what temperature standard is being used.
- Press SPEED to cycle through the air speed between LOW and HIGH. The indicator light will show the currently selected speed.

#### DRY Mode

- While unit is powered on or set on the timer, press MODE to cycle through the modes and select DRY mode. The corresponding indicator lamp to the selected mode shows what MODE is currently running
- While in DRY mode, the Temperature and speed are not adjustable.

#### FAN Mode

- While unit is powered on or set on the timer, press MODE to cycle through the modes and select FAN mode. The corresponding indicator lamp to the selected mode shows what MODE is currently running
- Press SPEED to cycle through the air speed between LOW and HIGH. The indicator light will show the currently selected speed.

## Operation

### Timer setting

#### Setting Automatic OFF Timer

- While the air conditioner is on, press the TIMER button which will put you in the TIMER mode and the LED temperature gauge will flicker "← →" 5 times.
- You can press the UP/DOWN buttons to cycle through and adjust the desired OFF time by 1 hour increments from 1 hours up to 24 hours.
- When the set time expires, the air conditioner turns off automatically.

#### Setting Automatic ON Timer

- While the air conditioner is on, press the TIMER button which will put you in the TIMER mode and the LED temperature gauge will flicker "← →" 5 times.
- You can press the UP/DOWN buttons to cycle through and adjust the desired ON time by 1 hour increments from 1 hours up to 24 hours.
- After setting the timer, select the desired operating mode. If set for COOL mode, you can adjust the set temperature.
- After the set time expires, the air conditioner starts automatically and runs in the selected operating mode.

#### Adjusting the Timer

- If you need to change or adjust the ON or OFF TIMER after it has been set, press the TIMER button which will put you in the TIMER mode and the LED temperature gauge will flicker the remaining time left on the timer.
- You can press the UP/DOWN buttons to cycle through and adjust the remaining time by 1 hour increments from 1 hours up to 24 hours.
- If you press TIMER again during this time, the timer will be cancelled.

#### NOTE

1. In DEHUMIDIFY and FAN (including the internal dry function) modes, you do not need to use the exhaust pipe.
2. If your room faces the sun directly, please draw the curtains to increase efficiency of your air conditioner.

## Drainage operation

### Drainage Operation

- When running the air conditioner in COOL or DRY modes, there may be condensation that is produced as a byproduct, especially if used in humid or damp areas.
- An internal bucket will hold the excess water from the condensation, but once it is full the water full indicator will light up and an audible alarm will be issued once the water level in the bucket reaches a certain level.
- During drainage the compressor will stop operating and the alarm will be issued 10 times per 5 minutes until the water level goes down with the internal dry function or once the bucket is manually drained.
- Manually drain the water by moving the air conditioner to the site where the water can be drained directly (such as the toilet or a drain), unscrew the nut in the bottom rear of the unit and pull out the water plug. (as shown in Fig. 14)
- Drain all water in water bucket from drain outlet. (You may need to recline the A/C back to completely drain the water from the bucket.)
- Re-install the water plug and screw the nut tightly to its proper position.
- Once the Bucket is drained, the water full indicator should be gone and the unit will run normally.

**Caution: When water is full, please move the air conditioner carefully and steadily, otherwise, water may overflow from inside.**

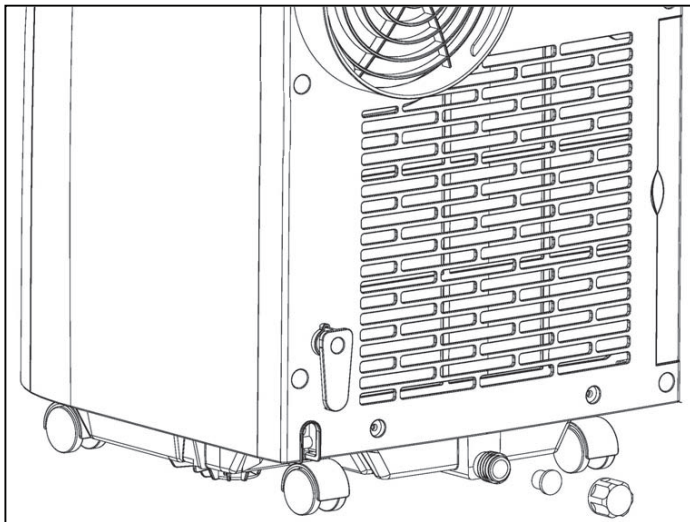


Fig.14

## Maintenance

### Cleaning

**CAUTION: Before cleaning, please turn off the air conditioner and pull out the plug.**

#### Cleaning the Surface

- Clean surface of the air conditioner with duster or semi-wet soft cloth.
- Do not use chemical reagents and solvents, such as benzene, alcohol and gasoline, etc. as this may damage the surface as well as the internals of the air conditioner.

#### Cleaning of Filters

If the filters are blocked by dust, air circulation will be impeded which will reduce efficiency of the air conditioner. We recommend if the air conditioner has been used for a long time or in a dusty area, to clean the filters out once every two weeks.

- Pull out the filters in the directions shown in Fig.15.
  - Take out Filter 2 first and then Filter 1
- Put the filters into warm water (about 100 °F) with neutral detergent and wash carefully.
- Once finished, dry the filters away from direct sunlight.
- Install filters to the original position in the direction as shown in Fig.15.
  - Re-Install Filter 1 first and then Filter 2

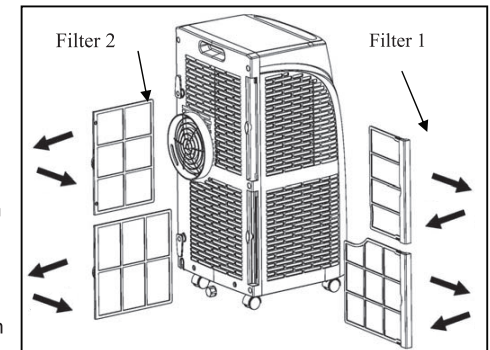


Fig.15

#### Postseason storage

If the air conditioner is not being used for a long time or being put into storage, please make sure to keep these maintenance measures in mind.

- Drain all water in water bucket from drain outlet. (You may need to recline the A/C back to completely drain the water from the bucket.)
- Set the air conditioner to internal dry function by adjusting operating mode to FAN mode, and then press SPEED for 5 seconds. Deep this operating mode on for 2~3 hours. This will help dry inside of the body and prevent mildew.
- Turn off the air conditioner and pull out power plug.
- Wind up, fasten and put away power line.
- Remove exhaust pipe and store properly to prevent damage.
- Set the air conditioner into plastic bag and put it in a dry place.
- Take out the batteries in the remote control and store.

## Troubleshooting

Please check the following before filing a warranty claim:

Issue	Check	Solutions
The air conditioner does not work	Is the unit powered off? Is the unit not plugged in? Have you checked the outlet and the fuse box? Is it set on the TIMER? Is the water full indicator on?	Press power button to ON. Insert power plug. Replace fuse or use another outlet. Change TIMER setting. Drain out the water.
Room not cooling	Is it in the COOL mode? Is the air inlet/outlet blocked? Is there a source of heat in the room?	Adjust mode to COOL. Remove debris. Remove the heat source.
	Are the Filters too dirty? What temperature is it set for? Fan speed set at LOW?	Clean strainers. Adjust Temperature Select appropriate speed.
Noise too large and shake	Is the unit on even level ground?	Put the air conditioner on even ground.

**Caution: When the following abnormalities occur to the air conditioner, shut down the unit and pull out the plug, and contact us using the information on the Limited Warranty Information Page.**

- Fuse and switch are often broken.
- Power line is overheating or the external liner is damaged.
- The body produces abnormal odor.

### Error Code Functions

Detection Codes	Meaning
E2	Room temperature sensor error
E1	Coil pipe sensor error
FL	Water full status
E4	Anti-freeze protection


## Miscellaneous

Parameters of Fuse:

Voltage: 250V

Current: 3.15A



 Meaning of crossed –out wheeled dustbin:

Do not dispose of electrical appliances as unsorted municipal waste, use separate collection facilities, waste, use separate collection facilities. Contact your local government for information regarding the collection systems available. If electrical appliances are disposed of in landfills or dumps, hazardous substances can leak into the groundwater and get into the food chain, damaging your health and well-being. When replacing old appliances with new ones, the retailer is legally obligated to take back your old appliance for disposals at least free of charge.



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We would like to extend our heartfelt thanks to  
all of our customers for taking time to assemble  
this product and giving us valuable feedbacks.

