Dehumidifier Drain Pan Replacement Instructions

⚠️ WARNING: INSTALLATION OR MAINTENANCE OF THE DEHUMIDIFIER MUST BE PERFORMED BY A QUALIFIED SERVICE TECHNICIAN. THE SERVICE TECHNICIAN MUST USE THE PROPER TOOLS AND EQUIPMENT AND BE LICENSED BY THE PROPER AUTHORITY WHERE APPLICABLE. INSTALLATION OR SERVICE WORK PERFORMED BY AN UNQUALIFIED PERSON COULD RESULT IN HAZARDS TO THAT PERSON, OTHER PEOPLE AND PROPERTY. THESE HAZARDS COULD INCLUDE, BUT ARE NOT LIMITED TO, ELECTRIC SHOCK, FIRE, SEVERE BURNS, DAMAGE TO DEHUMIDIFIER COMPONENTS AND OTHER HAZARDS.

⚠️ WARNING: Read all safety warnings and all instructions before beginning the procedure. Failure to follow the warnings and instructions may result in electric shock, fire and/or serious injury.

⚠️ WARNING: Coil fins are sharp; protect hands with appropriate gloves when handling coil. Handle the coil by the end frames only.

⚠️ Before starting to replace the drain pan, please shut off the unit and make sure the dehumidifier power cord is unplugged.

Tools needed: 5/16 socket and adjustable wrench.

**Step 1** – Remove the Front Access Panel by removing the 3 screws at the top of the panel with a 5/16” socket (Figure 1).

![Figure 1](image-url)
**Step 2** – Remove the Filter Access Door by removing 2 screws with a 5/16” socket (Figure 2). Then remove the screws securing the Top Cover and remove the Top Cover.

![Figure 2](image)

**Step 3** – Remove the Front Mid-Panel by first unscrewing the Adaptor Fitting and then removing 4 screws with a 5/16” socket (Figure 3).

![Figure 3](image)
**Step 4** – At the back of the dehumidifier, remove the rear Filter Access Door by removing 2 screws using a 5/16” socket. Unscrew the Auxiliary Drain Plug. Remove 2 screws securing the coil using a 5/16” socket (Figure 4).

![Figure 4](image)

**Step 5** – From the front of the unit, lift the Evaporator Coil and then slide out the Drain Pan (Figure 5). It is best to lift the Evaporator Coil by the end frames. **Extra care should be taken to not bend or kink any of the refrigeration line tubing. Damaging the tubing may affect future unit performance.**
Step 6 – While lifting the Evaporator Coil, slide the replacement Drain Pan into position under the Evaporator Coil with the threaded hole on the left hand side. The Evaporator Coil end frame must be located in the slots in the Drain Pan, and the front face of the Drain Pan should be located behind the Base flange as shown (Figure 6).
Step 7 – At the back of the dehumidifier, align and reinstall the Auxiliary Drain Plug into the Drain Pan. Do not over tighten the Auxiliary Drain Plug. Align the Evaporator Coil screw holes with the holes in the Back Panel and secure the Evaporator Coil with 2 screws using a 5/16” socket. Install and secure the Filter Access Door with 2 screws using a 5/16” socket (Figure 7).

Figure 7
Step 8 – From the front of the unit, align the holes in the Front Mid-Panel to the holes in the Evaporator Coil end frame and secure with 2 screws using a 5/16” socket. Align and install the threaded Adaptor Fitting into the Drain Pan. The Drain Pan may have to be held downward for proper fitting alignment, and care should be taken not to cross thread or over tighten the Adaptor Fitting (Figure 8). Then install and secure the 2 bottom screws of the Front Mid-Panel and place the Upper Filter Guide atop on the Coil.
**Step 9** – Install the Top Cover and secure with 11 screws. Replace the Front Access Panel the bottom edge of the Panel on top of the bottom edge and insulation strip of the base (Figure 9a), then secure the Front Access Panel with 3 screws (Figure 9b) using a 5/16” socket (Figure 9b).

![Figure 9a](image1.png)

![Figure 9b](image2.png)
Step 10 – Install the front Filter Access Door and secure with 2 screws using a 5/16” socket (Figure 10).

Figure 10

Step 11 – Reattach the Drain Trap and any necessary components to the Adapter Fitting. Plug in the power cord and set the humidistat to the desired setting.

If there are any issues with replacing the Drain Pan, please contact General Filters Tech Support at 866-476-5101 for assistance.