

## Installation Instructions:

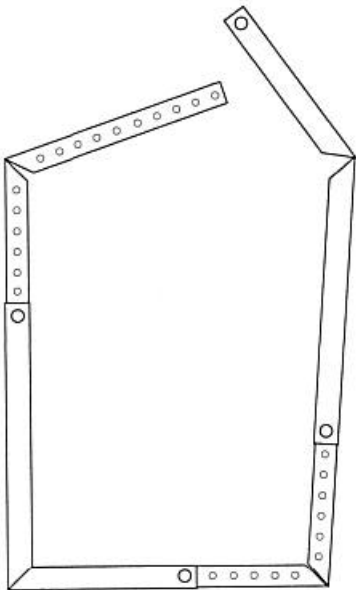
### A: Frame

**NOTE:** NO TRIMMING OF FILTER PAD OR PLASTIC GRID IS NEEDED IF YOUR FILTER IS 20x25. Simply insert fasteners, then proceed to section C, step 3.

**Step 1:** Adjust frame to your filter size. You may want to use your old filter as a guide.

**NOTE:** Outside dimensions of filters are down sized 1/4", (i.e. – 16x25 = 15 ¾ x 24 ¾ )

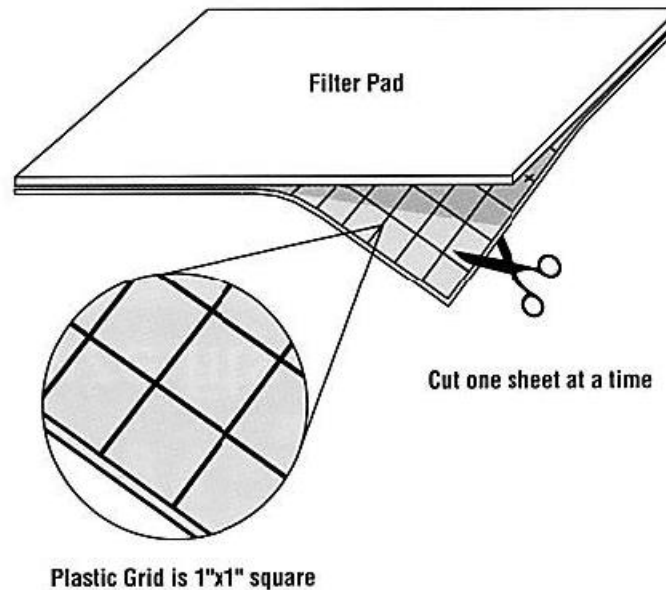
**Step 2:** Install locking tabs on 3 of the 4 frame sides.



### B: Filter Pad

**Step 1:** Trim plastic grid and filter pad to fit inside frame. Measure by using tape measure at left. (i.e. – If you filter size is 16x25 then the outside dimensions of your frame should be approximately 15 ¾ x 24 ¾. Trim filter pad and plastic grid to 15 ½ x 24 ½).

**Step 2:** Using heavy scissors cut plastic grid and then foam filter pad to size.



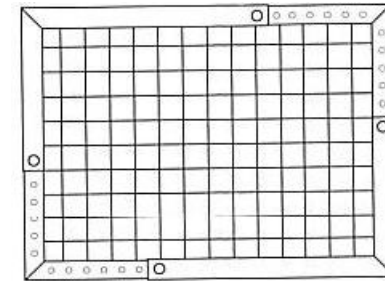
Plastic Grid is 1"x1" square

### C: Assembly

**Step 1:** Place frame on flat surface with locking tabs upward.

**Step 2:** Insert plastic grid into frame (flat side of plastic grid faces down and away from locking tabs).

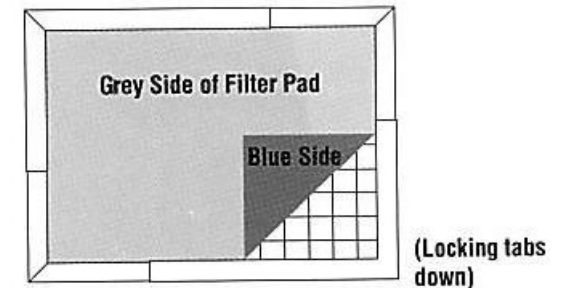
**Step 3:** Insert final locking tab.



**Step 4:** Turn frame & plastic grid over and place frame on flat surface with locking tabs downward.

**Step 5:** Place filter pad over frame.

**Step 6:** Tuck edges of filter pad into the frame using your fingers.



**Step 7:** Verify air flow direction of system before installing filter. Place the filter in your HVAC system. Make sure to insert the filter so that airflow enters the grey side first. Air should exit the filter through the blue side with plastic grid.