

# Comfort First Products (IDM, Inc.)

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## Comfort First Filtered Diffuser™

**Ends Drafts. Cleans Air.**

### Carbon Filter Replacement Instructions

- 1) Using the cap pull tab and a flathead screwdriver, carefully pry off one of the white pop-out caps.
- 2) Going through the hole, use a small flat head screwdriver, like a pocket screwdriver, to pry the spring clip out of the hole in the back pan. Once pried open, gently pull on the closet louver handle to open the diffuser towards the floor until the pin of this clip clears the back pan hole. For the other pin slightly move the diffuser to the opposite side until that pin clears the back pan hole. **BE CAREFUL TO NOT ALLOW THE DIFFUSER TO FALL OPEN. KEEP AT LEAST ONE HAND SUPPORTING ITS WEIGHT AS IT OPENS.**
- 3) Remove the rubber band from the louver frame, which is what is holding the filters onto the frame. Do this for all four filters, then discard the used filters. If the flat pan area of the diffuser is full of debris you may vacuum it out with a small hand held vacuum or wipe out with a damp cloth or paper towel. If your diffusers are extremely dirty you may want to tape a trash bag over the side of the diffuser so you can wipe the dirt into the bag. Be careful not to use tape that will leave a residue on the diffuser.
- 4) Place the replacement filters over the louver frame, being sure it is centered to the louver frame so there is approximately the same amount of filter on each side of the frame. Stretch out the rubber band with your thumb and forefinger so you create a large rectangle and stretch it over the filter and onto the louver frame. You may need to even out the filter by grabbing parts of the rubber band and pulling on the filters to get out any wrinkles.
- 5) Repeat step 4 for the other 3 louvers.
- 6) Swing the diffuser up towards the closed position. Insert the pin that **the cap was not taken out** into the back pan hole. On the side the cap was taken out, use a small flat head screwdriver to push the spring clip open. Push up on the diffuser until it clears the back pan lip and the spring clip engages into the back pan hole. Make sure the pin is fully engaged into the hole by pushing it with the screwdriver if necessary.
- 7) Replace the cap by using your finger and a flathead screwdriver to push the edges of the cap in until the cap edges clear the diffuser hole edges then push into place. The cap will clear the side of the pin and also acts as a lock for the pin. Replacement is now complete.

**REPLACE FILTERS EVERY 6 MONTHS!**