

## LOUVER MAINTENANCE INSTRUCTIONS

Revised: 11/23/15

Maintenance Item	Frequency	Action
Exterior Inspection	Once per six (6) months, preferably in the spring and fall or as often as conditions warrant	Inspect all stationary and moving parts for: <ul style="list-style-type: none"> <li>• Corrosive materials or dirt build-up; clean as required</li> <li>• Chips in paint or coated surfaces</li> <li>• Touch up paint as required</li> </ul>
Operable Units	Once per six (6) months, preferably in the spring and fall or as often as conditions warrant	Check linkage for dirt or wear. Clean or adjust as required.
Actuator – Motorized Units	Once per six (6) months, preferably in the spring and fall or as often as conditions warrant	Check oil level and fill as necessary with oil specified on actuator housing.
Spring Return	Once per six (6) months, preferably in the spring and fall or as often as conditions warrant	If louver is equipped with a spring return, check for proper spring tension and replace if necessary.