

MasterCool
MCP12
Window
Evaporative
Cooler



MasterCool MCP12 Window Evaporative Cooler Owner's Manual

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MasterCool MCP12 Window Evaporative Cooler



IMPORTANT SAFETY INSTRUCTIONS

IMPORTANT SAFETY INSTRUCTIONS READ BEFORE USING YOUR COOLER

WARNING: To reduce the risk of fire, electric shock or injury to persons, observe the following:

1. Do not use this fan with any solid-state fan speed control device.
2. Use this unit only in the manner intended by MasterCool/Champion Cooler. If you have questions, contact our customer service department.
3. When installing or performing any maintenance, the unit must be in the OFF position, unplugged from the power receptacle, power turned off at the service panel, and locked to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a prominent warning device, such as a tag, to the service panel.
4. This appliance has a polarized plug (one blade is wider than the other). Plug cooler directly into a 120V A.C. electrical outlet. Do not use extension cords. If the plug does not fully fit into the outlet, reverse the plug. If it still does not fit, contact a qualified electrician to install the proper outlet. Do not change the plug in any way.
5. When cutting or drilling into a wall or ceiling, do not damage electrical wiring and other hidden utilities.
6. Installation work and electrical wiring must be done by a qualified person(s) by all applicable codes and standards, including fire-rated construction.
7. Install only on a circuit protected with a Ground Fault Circuit Interrupter (GFCI).
8. This appliance is not intended for use by people (including children) with reduced physical, sensory, or mental capabilities, or lack of experience and knowledge unless they have been given supervision or instruction concerning the use of the appliance by a person responsible for their safety. Children should be supervised to ensure that they do not play with the appliance.
9. Do not operate any unit with a damaged cord or plug. Contact customer service for troubleshooting, repair, or return.

10. Do not run the cord under the carpeting. Do not cover the cord with throw rugs, runners, or similar coverings. Do not route the cord under furniture or appliances. Arrange the cord away from traffic areas and where it will not be a trip hazard.

WARNING: Chemical Burn Hazard. Keep batteries away from children.

- AAA battery is not included for remote usage. Always completely secure the battery compartment. If the battery compartment does not close securely, stop using the product, remove the batteries, and keep it away from children.
- If you think batteries might have been swallowed or placed inside any part of the body, seek immediate medical attention. The batteries shall be disposed of properly, as even used batteries may cause injury.

LIMITED WARRANTY

- This warranty is extended to the original purchaser of an evaporative cooler installed and used under normal conditions. It does not cover damages incurred through accident, neglect, or abuse by the owner.
- We do not authorize any person or representative to assume for us any other or different liability in connection with this product.

TERMS AND CONDITIONS OF THE WARRANTY

- For one year from the date of purchase, we will replace any original component provided by Champion Cooler which fails due to any defect in material or factory workmanship only.

EXCLUSIONS FROM THE WARRANTY

- We are not responsible for the replacement of evaporative media. These are disposable components and should be replaced periodically.
- We are not responsible for any incidental or consequential damage resulting from any malfunction.
- We are not responsible for any damage received from the use of water softeners, descale material, or plastic distortion caused by chemicals.
- We are not responsible for the cost of service calls to diagnose the cause of trouble, or labor charge to repair and/or replace parts.

HOW TO OBTAIN SERVICE UNDER THIS WARRANTY

- Contact the dealer where you purchased the evaporative cooler. If for any reason you are not satisfied with the response from the dealer, contact:

Customer Service Department

- Champion Cooler
- 5800 Murray Street
- Little Rock, Arkansas 72209

- [1-800-643-8341](tel:1-800-643-8341)
- info@championcooler.com.

This limited warranty applies to the original purchaser only. Register your product online at mastercoolproducts.com.

LET'S GET YOU COOLED OFF

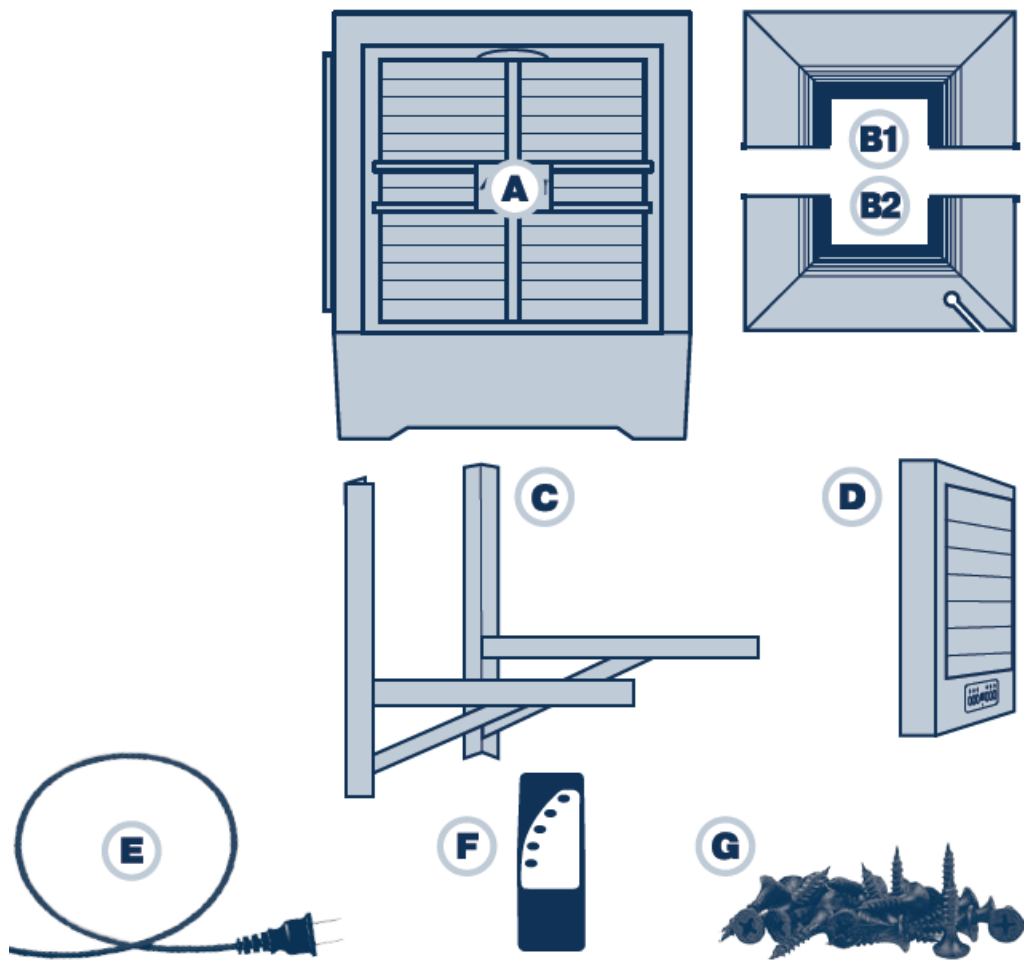
For setup instructions scan the QR code or visit mastercoolproducts.com/mcp12.



Note: For shipping purposes, all items have been disassembled and packed inside the cooler cabinet (item A). Use care when opening and unpacking to ensure there is no injury to persons or components. We strongly recommend wearing work gloves when unpacking items. The aluminum strap used to secure brackets (item C) during shipping may be particularly sharp.

Remove the unit from its packaging, then remove a louver (see page 6 for instructions) to access items 8-G. You should have:

- **A Cabinet**
- **B Tunnel**
 - Parts B1 & B2
 - #MCP12-181
 - #MCP12-18 2
- **C Brackets**
- **D Grille**
 - #MCP12-220
- **E Power cord**
- **F Remote control**
 - #73608
- **G Screws**
 - #7 2283



If you are missing any parts, or need replacement parts, call us at [800-643-8341](tel:800-643-8341) and we'll place your order for you. You can also order parts online at mastercoolproducts.com. For a list of parts.

TOOLS & MATERIALS REQUIRED

CAUTION: If you choose to use an electric screwdriver, set it to the lowest torque setting to avoid over-tightening. Over-torquing the screws can strip the threads and damage the plastic components, compromising the integrity of the assembly. We strongly recommend using hand tools for greater control and to ensure the longevity of your product.

The following tools are needed (and not supplied) to install this unit:

- **A Electric screwdriver**
 - with Phillips's head
- **B Screwdriver**
 - with Phillips's head
- **C Adjustable wrench**
- **D Blocking material**
 - (plexiglass, solid plastic sheet, solid wood panel, etc.)
- **E Silicone or all-weather caulk**
 - (for sealing closeout panels to the window frame)
- **F Bubble level**
 - (3 foot level is preferred)
- **G Spacer material**

- (as required)
- **H Water connection**
 - **Option 1**
 - Standard water hose
 - **Option2**
 - Sill-cock valve
 - 1/4" copper or plastic tubing

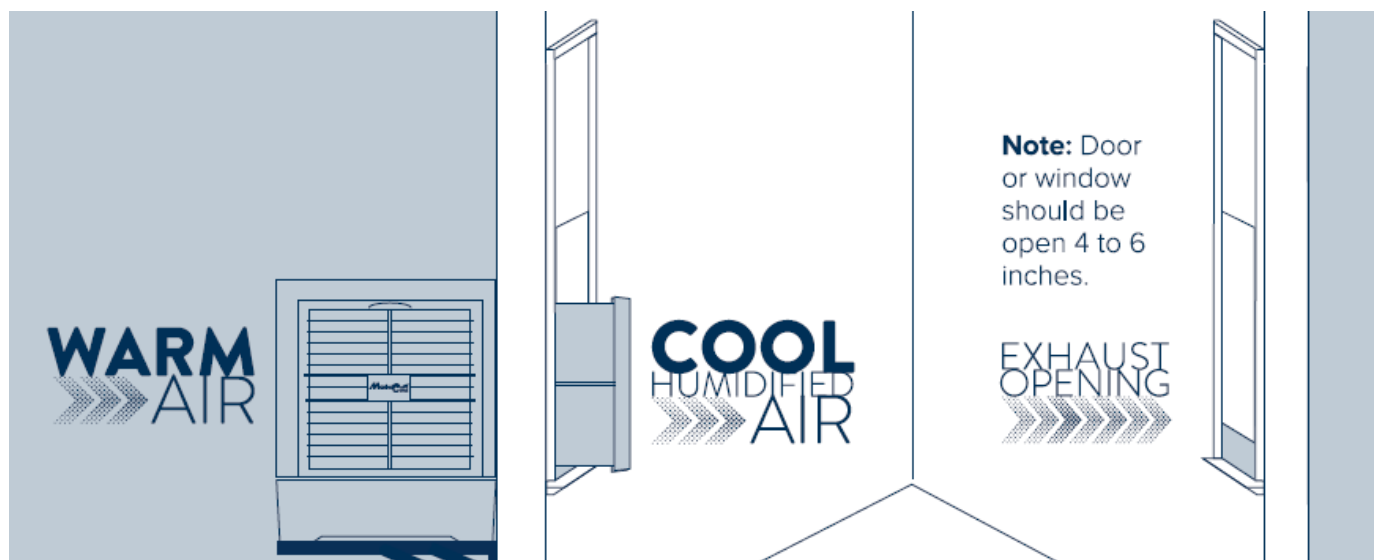


SPECIFICATIONS

Voltage/Frequency	110V	Max Watts	200W
Amps	1.8	Water Capacity	6.6 gallons
Water Consumption	1-2 gal/hr	Fan Type	Axial
Max dB	63dB	Max CFM	1195
Weight	45 lbs/20.41 kg	Operating Weight	118.9 lbs/ 53.93 kg
Number of Speeds	3	HP	1/4
Coverage Area	1000 sq. ft.		
Tunnel Opening	17.5" Height	17.5" Width	13.75" Depth
Cabinet Dimensions	28" Height	26" Width	26" Depth
Assembled Dims.	28" Height	26" Width	38.5" Depth

OPEN VENTILATION SYSTEM

- Unlike traditional air conditioners, evaporative coolers will not work in a closed room. Both a fresh air source and an exhaust opening are required to provide correct airflow.
- For best results, the open windows or doors should not be on the windward side of the house.
- Unlike refrigerated systems, evaporative coolers can continually bring fresh air in, while exhausting old air every 2 to 4 minutes. This allows the air to always be fresh, not stale or laden with smoke and odors.
- Ensure the selected window has sufficient open air around it and is not inhibited by nearby buildings.
- Alternately, attic ventilation ducts such as UP-DUX® can be installed to provide sufficient air movement without requiring open windows.



BEFORE INSTALLATION

CAUTION: Two persons are required for the best installation results. Do not connect electrical power to the unit until the installation is completed. Do not place hands near fan blades.

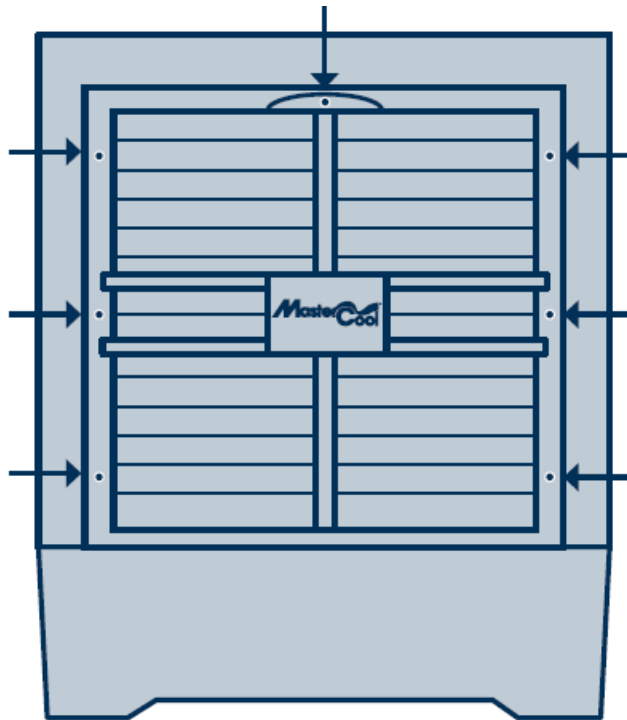
- To access the interior of the unit, use an electric screwdriver to remove a louver. Extract seven (7) screws (three

on each side and one at the top). Be careful not to strip screws.

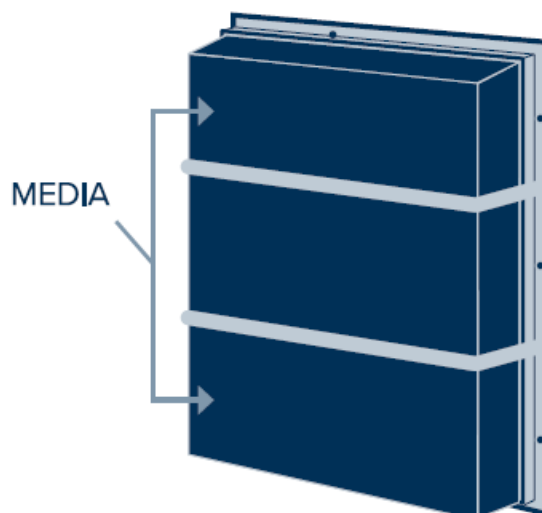
- Tilt the louver towards you and pull up to remove it. When removing the louver be careful not to damage media or components.
- Inside the cabinet, remove the grille, two tunnel parts, brackets, screws, power cord and remote control.
- Preassembled items may loosen during transit. Check and tighten any loose screws inside the unit. Use a screwdriver to prevent stripping. Be careful not to over-tighten.
- Ensure that media is installed correctly in louvers.
- Check float placement. Moderate adjustments can be made by bending the float arm. The float level should be about an inch below the top of the overflow drain.

OUTSIDE OF UNIT

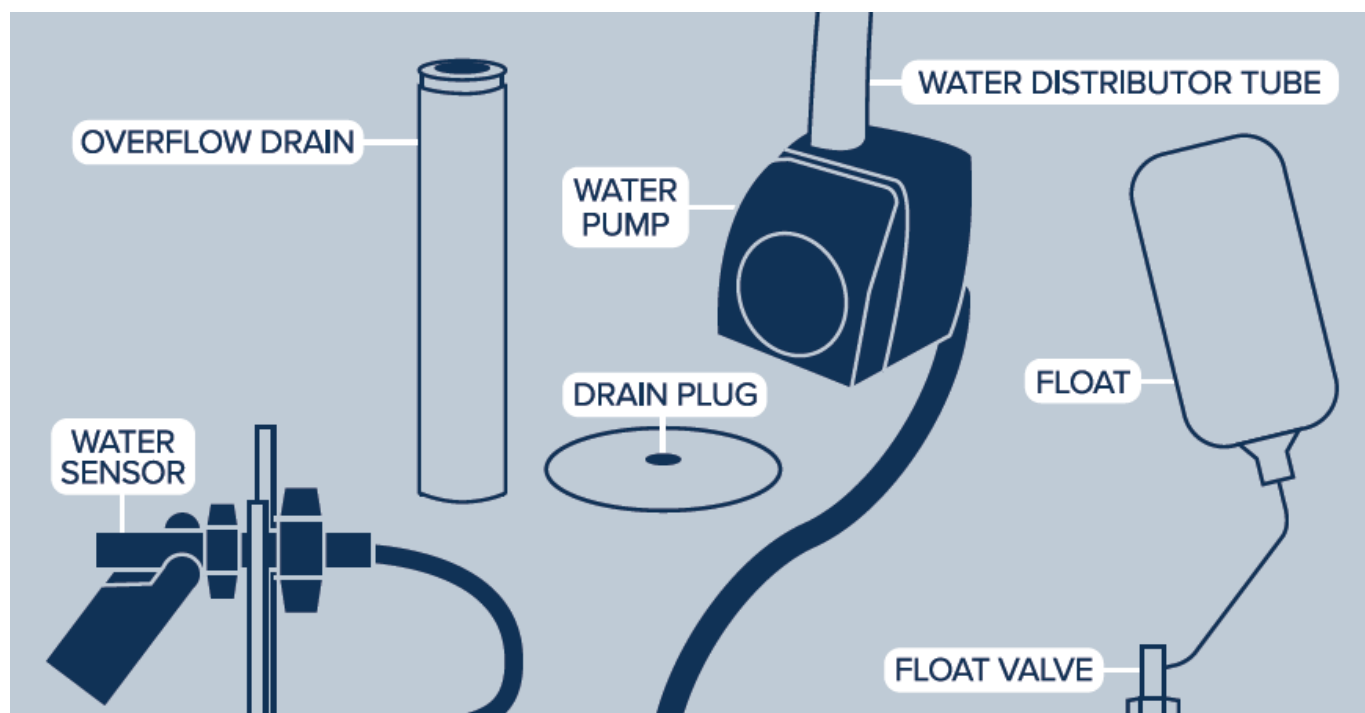
• REMOVE SCREWS AND LOUVER



INSIDE OF LOUVER

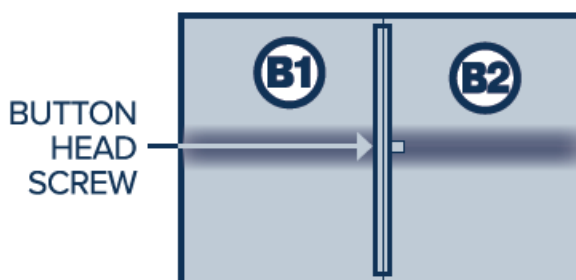


INTERIOR VIEW

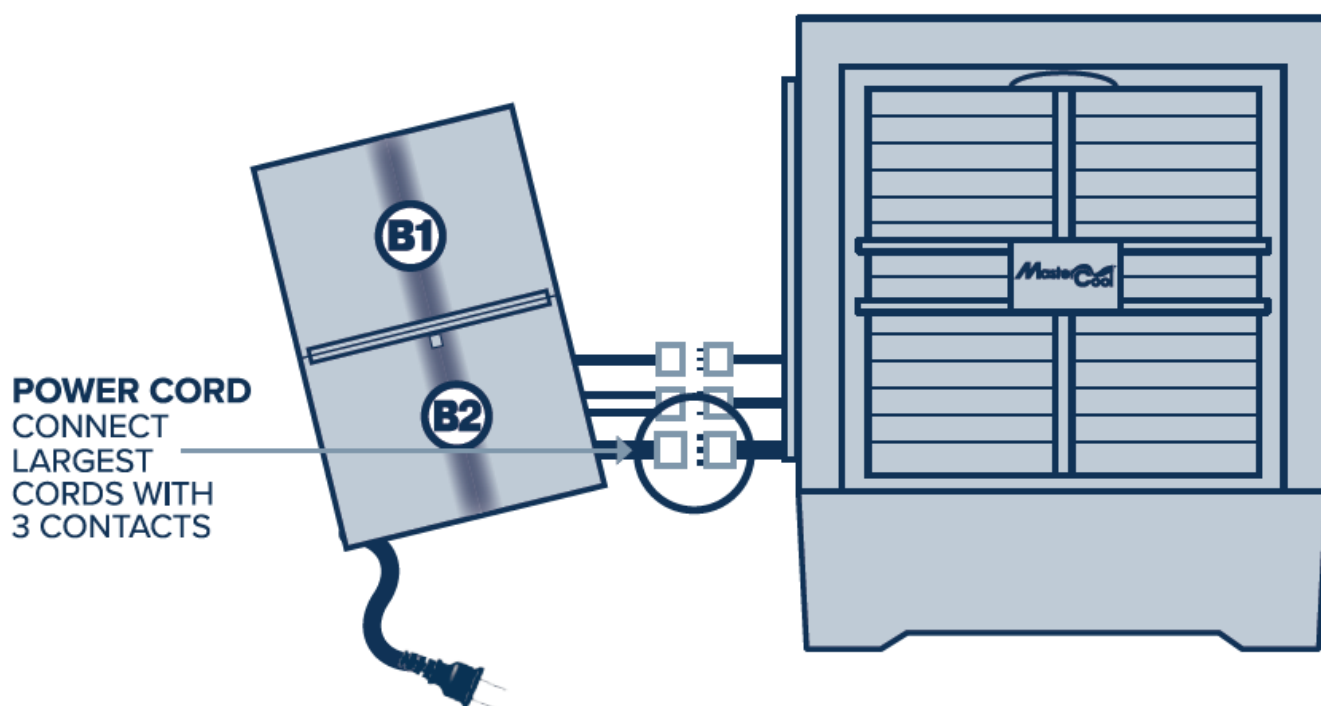


- Attach the sides of the tunnel (parts B 1 and B2). Use two (2) longer button head screws, one (1) on each side.

OUTSIDE OF TUNNEL

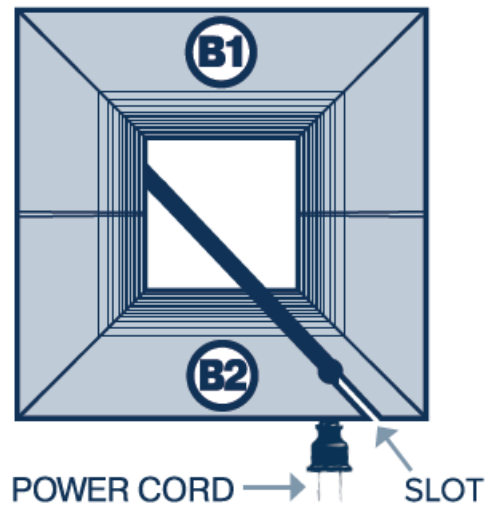


- Connect the power cord to the corresponding connector. This is the largest of the connectors with three (3) contacts.



- Thread the power cord through the tunnel, then lay the cord through the slot. **INSIDE OF TUNNEL**

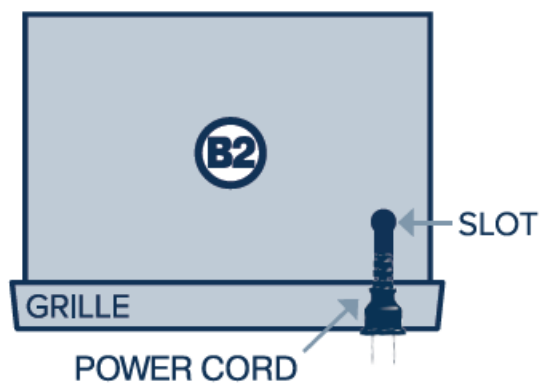
INSIDE OF TUNNEL



Note: To avoid damaging the unit and for best results, have another person assist you, by holding the tunnel assembly in place until it is attached with screws.

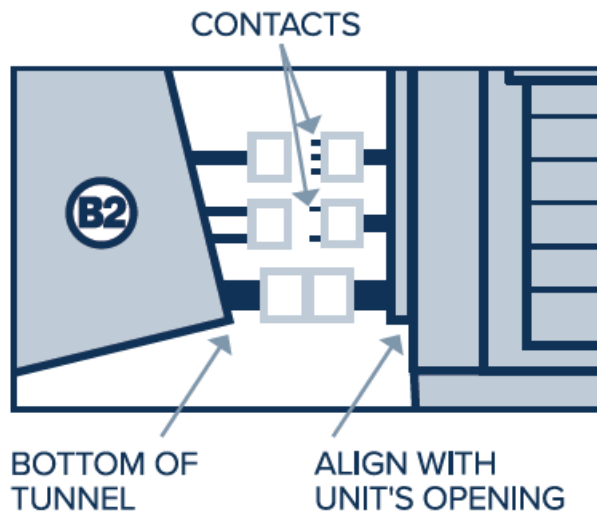
- Put the front grille face down on a solid surface. Place the tunnel on top, aligning the slot with the bottom of the grille. Place the outside lip of the tunnel between the inside edge and brackets of the grille. Ensure that the cord is feeding through the slot and is not being pinched between the grille and the tunnel. Firmly push the grille onto the tunnel until you hear it snap into place.

ATTACH GRILLE



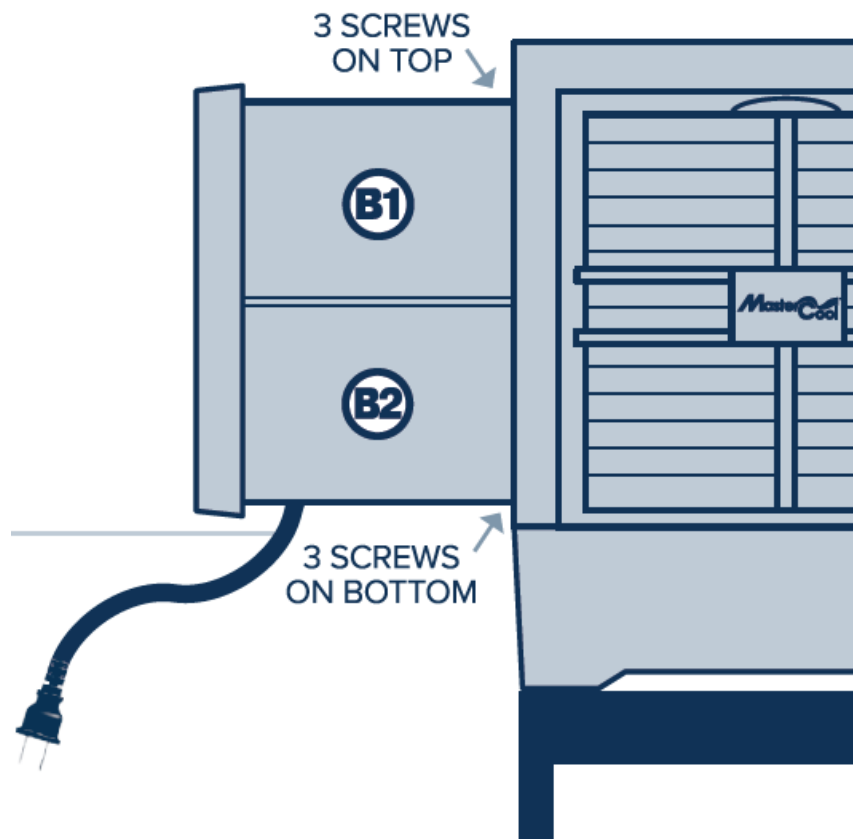
- Ensure that the bottom of the assembled tunnel is close enough to the bottom of the unit's tunnel opening. Connect the connector that has two (2) cords and two (2) contacts. Then connect the last and remaining connector.

CONNECTORS



- To attach the tunnel, push it flush against the unit, then use an electric screwdriver to insert screws, in the pre-drilled holes, with six (6) flat countersink screws – three (3) on top and three (3) on bottom.
- Gently guide the remaining power cord slack through the slot on the bottom of the unit.
 - **Note:** Placing the unit on the edge of a table will enable you to access the bottom of the tunnel. This will give you the room to drill the screws into the unit.

ATTACH TUNNEL



WATER CONNECTION

Note: A steady water supply is required for the operation of the cooler.

- A water supply valve should be installed at a convenient location to allow the water supply to be turned on and off for servicing or winterizing.
 - **CAUTION:** Over-tightening the connections can lead to possible water leakage. For best results secure

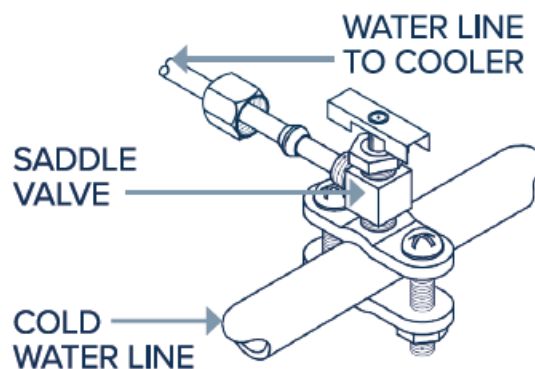
the connections, turn on the water then snug up any connections that leak.

- Leave the water supply turned off until ready to test the connections. All plumbing installations must comply with local building and safety codes and must be performed by qualified personnel only.
- Do not connect electrical power to the unit until the installation is completed.
- Coolers should not be connected to “soft” water systems. Soft water will accelerate corrosion and decrease the effective life of pads.
- Never drain water onto a roof; mineral buildup or damage to the roof may occur.

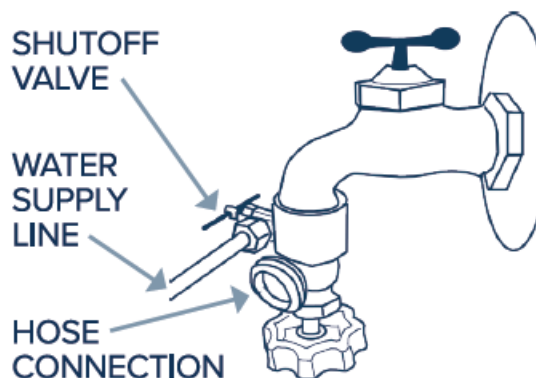
Options for connecting water to your unit:

- **OPTION 1** is a permanent installation into plumbing.
 - Locate the existing cold water line.
 - Install a saddle valve into the cold water line and attach a 1/4" water supply line going to the cooler.
 - Keep the valve closed until installation is complete.
- **OPTION 2** Install a shutoff valve and sillcock onto the outdoor faucet.
 - Attach a 1/4" copper or plastic water line onto the shutoff valve by placing the nut and ferrule on the tubing and hand tightening the nut until tight then use a wrench for the final quarter turn.

OPTION 1 | WATER LINE



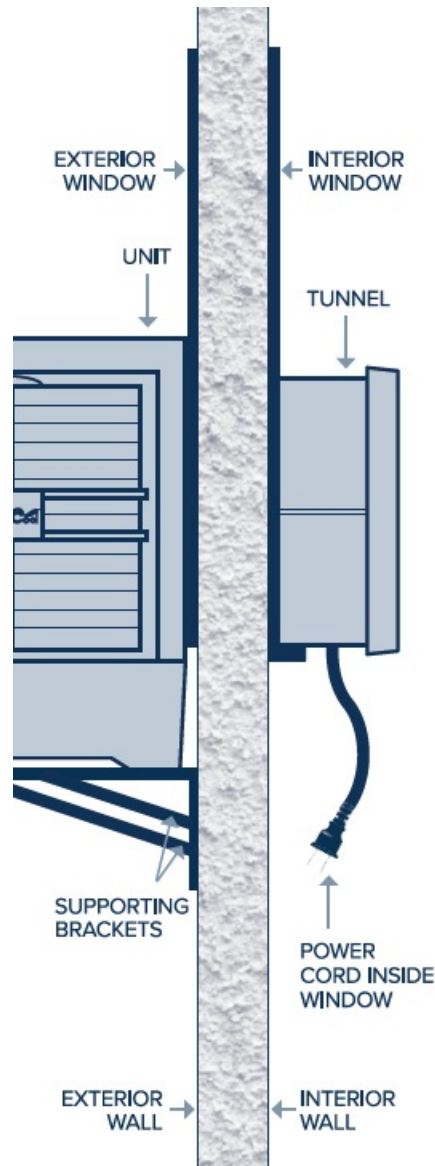
OPTION 2 | SILLCOCK



EXTERIOR MOUNTING PROCEDURE

CAUTION: Do not attempt to hold the cooler in place by simply closing the window on the tunnel. Additional support **MUST** be in place even for short periods. Harm to persons and/or damage to property could occur if the installation is not properly installed. We strongly recommend wearing work gloves. The aluminum strap used to secure brackets (item C) during shipping may be particularly sharp.

- Ensure the outside area of the selected window has sufficient open air around it and is not inhibited by nearby structures. This should allow for adequate return air volume.
- Measure your window to ensure the unit will fit.
- Supporting brackets must be installed into studs of the exterior wall or use an appropriate anchor from the hardware store. Use the concrete screws included in your kit.
- Use a bubble level to ensure the unit and supporting brackets are level vertically and horizontally.
- Ensure that the drain plug and overflow drain are accessible.
- Lift the cooler into place, placing the cooler tunnel into the open window.



- **Note:** Another form of support may be used (such as a shelf) if the unit is level and the structural support is sufficient to handle the full operating weight at high speed.

INTERIOR MOUNTING PROCEDURE

- With the cooler inside the window, ensure the cooler unit is positioned as desired (i.e., centered) in the window and measure each portion of the window that will be covered with the blocking panels (not included).
- Block any remaining unused portion of the window opening with a suitable blocking material (Plexiglas, solid plastic sheet, solid wood panel, etc.).
- Once installation is completed, we recommend installing a screw or stop, to prevent the window from being opened.

- Once the blocking panels are in place verify that the joints are sealed and that the cooler is lying securely on the window sill. Check that blocking panels are snug up against the cooler tunnel.

Note: Adjustments may be necessary after the interior installation is complete.

OPERATING INSTRUCTIONS

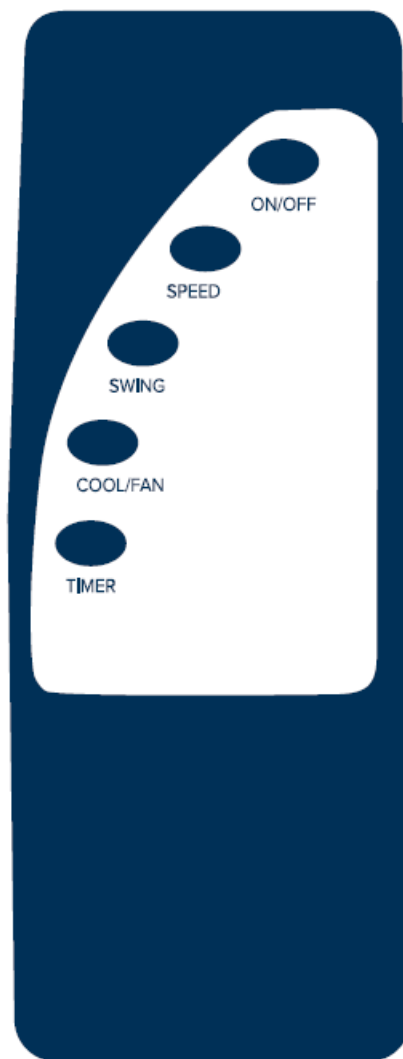
CONTROLS

- **ON/OFF** Press to turn the unit on or off.
- **SPEED** Press to adjust the fan speed from low, medium, or high.
- **SWING** Press to adjust the airflow direction from left and right.
- **COOL** Press to enter COOL mode. The display light (above the cool button) will light up. Wait 30 seconds, for the motor to start. If you press again, you will enter FAN mode and the water pump will turn off.

TIMER

- **SCHEDULING UNIT TO TURN ON**
 - When the cooler is off, press the timer button to set a start time between 1 and 12 hours. The cooler will start after the value is reached.
- **SCHEDULING UNIT TO TURN OFF**
 - When the cooler is on, press the timer button to set a stop time between 1 and 12 hours. The cooler will continue running until the value is reached.
 - **SLEEP** Press to run the fan without cooling or circulating water.

REMOTE



Note: Your remote control works within a range of 20 to 25 feet from the unit. AAA battery is not included.

FRONT OF UNIT



ANNUAL MAINTENANCE

CAUTION: Turn the unit off and disconnect from electrical power during all maintenance. Turn the water supply off before cleaning or maintenance. To maintain UV resistance, do not use abrasive cleaners on or in this unit.

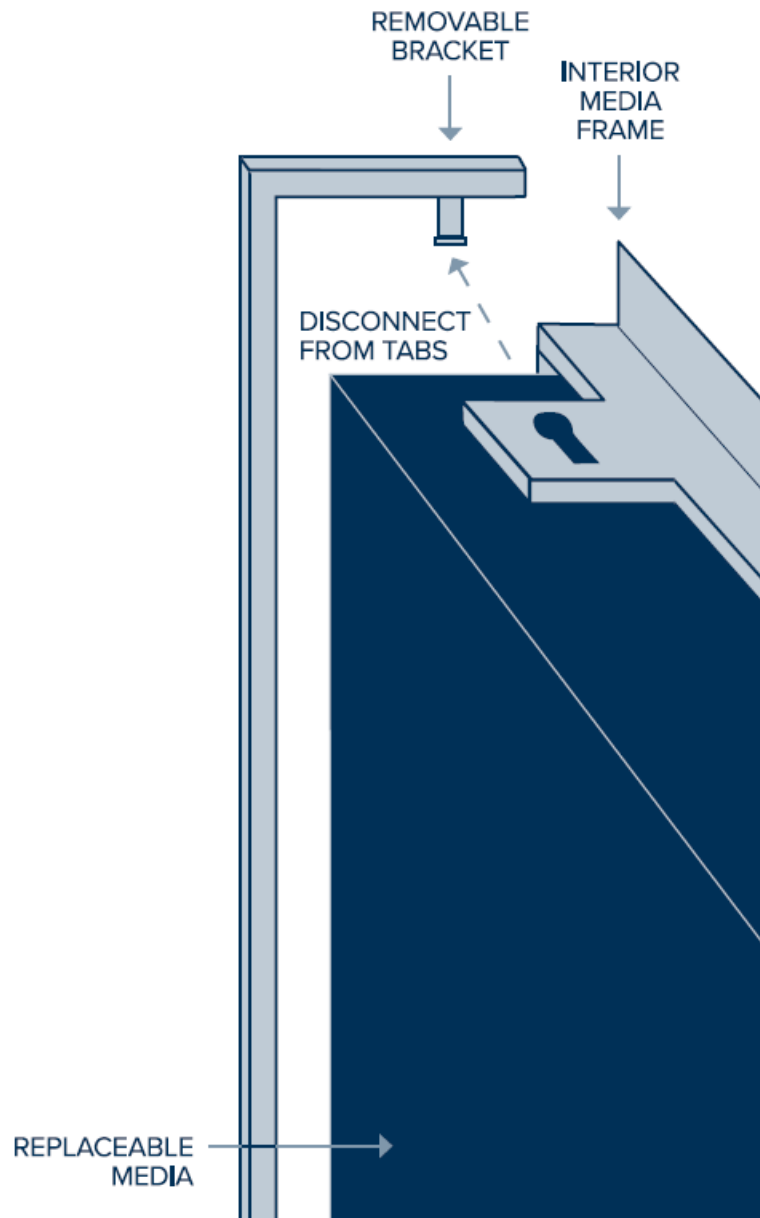
MEDIAPADS

- To access the media pads, remove the louver's screws. Set the louver and screws aside.
- To remove the media pads from the louvers, push down, slide, and then pull up on the bracket to release it from

the tab. Be careful not to chip or damage the media while removing.

- Visually inspect both sides of the media pads. If pads have blockage of excessive buildup or corrosion, breakage, or other anomalies, replace them. See page 17 for parts list.
- Wash pads with a garden hose. Never use a pressure washer.

Note: Maintenance on evaporative coolers is minimal, however, it is very important to maintain the proper operation and effectiveness of your cooler. Periodic inspection of the cooler's interior will reduce the potential for substandard cooling due to insufficient or uneven water distribution.



WATER DISTRIBUTOR

- Check the water distributor for blockage of excessive buildup or corrosion. Verify the hose connections are secure with no kinks or tears present.

WATER SYSTEM PUMP

- The submersible self-contained water pump should be rinsed with clean water to prevent blockage of excessive buildup or corrosion. Ensure the hose connection to the pump is secure.

WATER FLOAT

- Check float placement. Moderate adjustments can be made by bending the float arm. The float level should be about an inch below the top of the overflow drain. Allow the water pan to fill and verify the float valve turns the water off at the right level.

OVERFLOW DRAIN

- Check the overflow drain for blockage of excessive buildup or corrosion.

DRAIN PLUG

- For general maintenance purposes, the unit may be rapidly drained of water by removing the black drain plug from the bottom of the unit. Never drain water onto a roof; mineral buildup or damage to the roof may occur. This is not adequate draining for winterization. See winterization procedures.

RESERVOIR

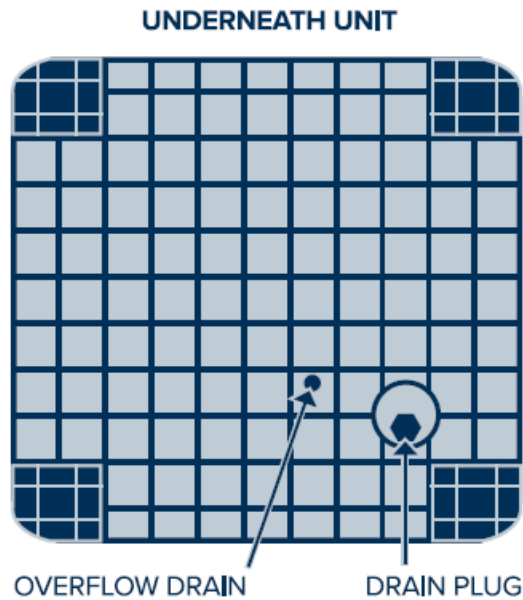
- Wash out the reservoir thoroughly using a soft bristle brush. Use plenty of water to remove algae growth. Clean areas around the pump and float to ensure no algae growth remains. Do not use harsh chemicals (like chlorine bleach). Rinse thoroughly after using any cleaning solutions on the interior or exterior of the unit.

SECURE INTERIOR ITEMS

- Check and tighten any loose screws inside the unit. Use a screwdriver to prevent stripping. Be careful not to over-tighten.

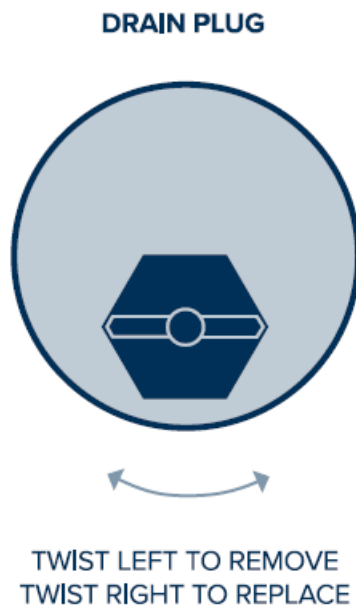
WINTERIZATION

- **DRAINING** Turn the power and water supply off and unplug the cooler.
- Rapidly drain water by removing the black drain plug from the bottom of the unit.
- To access the interior, remove a louver by extracting seven (7) screws (three on each side and one at the top). Use an electric screwdriver. Be careful not to strip screws.
- Soak up any remaining water and ensure all water is drained from the water pump.



STORAGE Disconnect and drain the water hoses and water distributor.

- If the temperatures in your area drop below freezing, it may be wise to remove the water supply line from the outside faucet and store the unit's interior water pump indoors. Replace the louver and drain plug.
- A canvas cover may be used to prevent cold air from entering the home during the cold winter months. Secure with two (2) nylon straps to avoid draft and noise.



CAUTION: The MCP12 cooler is durable enough to be left installed during the winter, though a few precautions must be taken to ensure no water freezes in the unit or lines. A cooler should never be covered with a tarp or plastic. The cooler must breathe in the winter, or the heat from the house will form condensation inside the cooler and cause it to rust quickly.

TROUBLESHOOTING

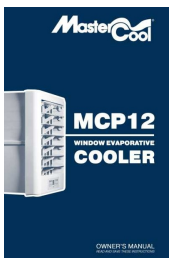
PROBLEM	PROBABLE CAUSE	SOLUTION
The cooler does not pump water.	The water level is low.	Fill with water and make sure the pump is activated.
	The pump may be defective.	Replace pump.
The fan does not operate.	Check that the unit is plugged into a 120V power receptacle.	Check the fuse or breaker. If connected to a GFCI outlet, check if it is tripped.
The unit will not start.	No power.	Verify unit is plugged in and the outlet is functional.
	Tripped circuit breaker.	Reset the circuit breaker.
	Blown home fuse.	Replace the home fuse.
	Electrical fault.	Call customer service at 1.800.643.8341.
Insufficient cooling.	Inadequate water distribution (pads not saturated).	Check the water distribution tray and hose for blockages. Verify that the pump is operating correctly. Check the water supply for correct flow.
	Pads are dirty or covered with mineral deposits.	Wash dirt & deposits off pads or replace pads.
	The unit is not level.	Ensure the cooler is level.
Water in the air stream.	The water system has leaks or loose connections.	Check all water connections, tubing, and distribution trays for loose fittings, leakage, or tears.
	Water is not being absorbed by media pads and entering straight into airflow.	Check the condition of pads. Clean or replace as necessary.
High indoor humidity.	Unsatisfactory exhaust.	Open doors or windows more.
Odor in home.	Occurs initially when pads are first saturated.	This is normal and will dissipate shortly.
	Bacterial growth in reservoir.	They clean the unit regularly.
	Air intake is picking up ambient odor from the surroundings.	Remove source of the odor or move cooler to another window.
Rapid mineral buildup on media pads.	Hard water.	Increase maintenance cycle and wash off scale more often. Check orifices are clear of mineral buildup.

COOLER PARTS

Available for purchase at 1.800.643.8341 or mastercoolproducts.com

DESCRIPTION	PART NUMBER
Louver Assembly	MCP12-500
Louver Door	MCP12-501
Grille Cover	MCP12-220
Media Pads	MCP12-502
Pad Retaining Brackets	MCP12-503
Float Valve	73049
Pump	MCP12-140
Remote Control	73608
Masonry Screws (4) 3/ 16" x 2-1 / 4"	72283
Tunnel (B1)	MCP12-181
Tunnel (B2)	MCP12-182
Corner Post	MCP12-400
Motor	MCP12-120
Motor Mount Brackets	MCP12-110
Pump Mount (strap)	MCP12-131
Tube (for water delivery)	MCP12-716
Electrical Junction Box	MCP12-270

Documents / Resources

	<p>MasterCool MCP12 Window Evaporative Cooler [pdf] Owner's Manual MCP12 Window Evaporative Cooler, MCP12, Window Evaporative Cooler, Evaporative Cooler, Cooler</p>
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References

- [User Manual](#)

