



## Closing and Winterizing Your Pool

Closing your poolside oasis each year can be challenging and stressful. Ensuring you do it the right way helps to prevent next year's swim season from starting off on the sour note! We at Poolside Tech want to share our recommendations on how to "close" The Attendant.

**If you plan to power off all of the pool equipment** that The Attendant controls:

1. Once you have completed closing the Pool and/or Spa (with the water balanced and winterizing chemicals added) **and** the pump is no longer needed for the season, turn off all pool controls in the app and place The Attendant into **Installer Mode**.
2. You can do this by going into the mobile app's hamburger menu, selecting **Maintenance**, then **Installer Mode**, and then **sliding** the confirmation bar left to right.

If you are working directly at The Attendant, press the **Service** icon, press **Installer Mode**, and then **slide** the confirmation bar left to right.



While in Installer Mode, the actuators will remain powered so you may manually adjust with the switch if needed.

3. **After** your plumbing has been winterized **turn off the main power** to all the equipment including The Attendant. The Poolside Attendant app will show that it is offline while it is powered down.
4. You have now **completed** The Attendant's Winterization process!

**If you plan to only winterize some of your pool equipment** being controlled by The Attendant:

1. Once you have completed closing the parts you planned to (with the water balanced and winterizing chemicals added), turn off all pool controls in the app and place The Attendant into **Installer Mode** using the **mobile app**.



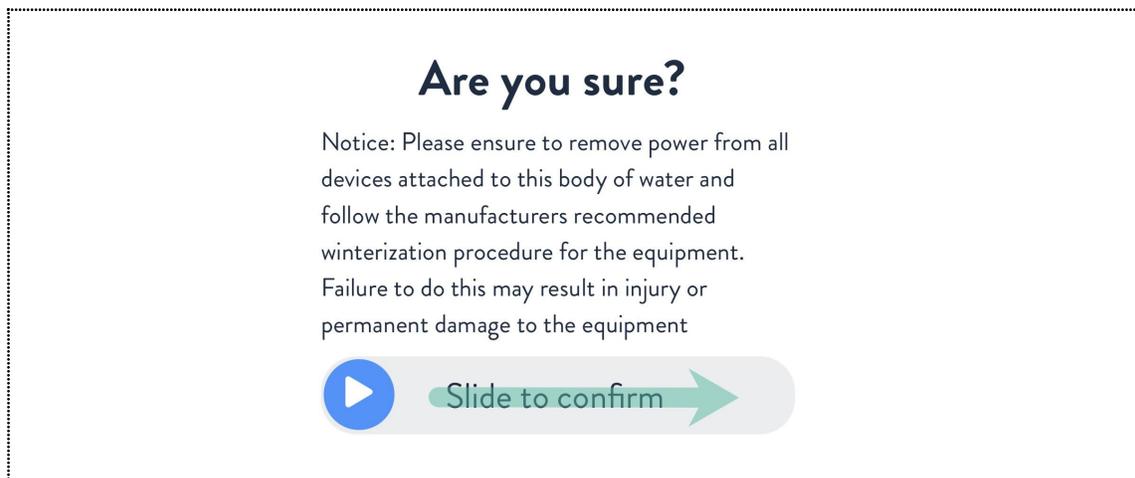
**You must use the mobile app** when winterizing individual bodies of water. This feature is not currently available on The Attendant's local interface.

2. You can do this by going into the mobile app's hamburger menu, selecting **Maintenance**, then **Installer Mode** and then **sliding** the confirmation bar left to right.

3. Once you have entered Installer Mode, **select the body of water** that has been winterized, scroll down, and **toggle** on the **Winterized** option.



4. After, you must confirm by **sliding the bar from left to right**.

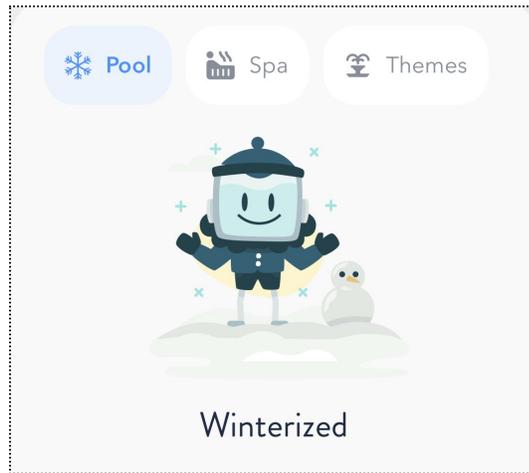


5. Now, press the **Save button** (at the bottom of the next page displayed).
6. **Repeat** these steps **for any other bodies of water** that will be winterized.

7. Once you are finished updating each winterized body of water, press the **Save** button in the **top right** corner of the screen.



8. **Exit Installer Mode** by pressing the back **arrow** in the top left corner and then **sliding the bar** for confirmation.
9. **Congratulations!** All of the controls will now be inactive and hidden in the app!





### IMPORTANT

Even though the actuators connected to winterized bodies of water will not be powered on, it is strongly recommended to physically disconnect them from The Attendant or toggling the switch to the middle or off position. **Please be sure to mark the correct actuator position with a marker or sticker to make next season's opening a bit easier.**

## Managing Your Lights and Light Groups

If you have closed **and covered** your pool and/or spa - **and you have preset lighting schedules** in the Poolside mobile app, you should consider **removing them** to ensure your lights are not activating while under the cover. If you've turned off the lights via the main power, there is no need to modify the lighting schedules.

If you have **lights** *within a winterized body of water* that you would like to **keep active** during the off-season, you can reconfigure them to show within the **Landscape** group so you can continue to operate the lights as you desire.