

Lutron myRoom XC Operation and Maintenance Manual

Introduction

This manual includes the following information:

- Service contact list
- Maintenance requirements
- Warranty information
- Software operation
- Safety precautions

Specific descriptions of how the various system components were integrated into your specific location and how the overall system operates to control your building needs can be obtained by contacting Customer Assistance at +1.610.282.3800.

Thank you again for your purchase, and we hope that you enjoy your new Lutron system.

Service Contact List

If you need to schedule a technician to help you/your team remotely or onsite in North America, please go to www.lutron.com/en-US/Service-Support/Pages/Service/OnSiteService/ScheduleVisit.aspx to request a visit. For international support, see contact information below. For factory service or to order replacement parts, contact your Lutron office or use the contact information listed below:

World Headquarters
Lutron Electronics Co., Inc.
7200 Suter Road
Coopersburg, PA 18036-1299
U.S.A.
Toll-free: 1.844.LUTRON1
TEL: +1.610.282.3800
FAX: +1.610.282.1243
support@lutron.com

Lutron myRoom XC Operation and Maintenance Manual

Maintenance Requirements

Lutron products are designed to have minimal maintenance requirements as detailed below:

Wall Controls

Follow the cleaning recommendations at www.lutron.com/en-US/pages/productcleaningrecommendations.aspx

Sensors

No maintenance required.

Panels

Visually inspect installation periodically. Keep airflow clear of obstructions.

Battery-Powered Devices (Battery Replacement)

Replace batteries as needed with the correct type of battery. See the individual product installation sheet for battery specifications.

Warranty Information

Please see the instruction sheet enclosed with the product, or visit:

https://assets.lutron.com/a/documents/3601201a_commercial_limited_warranty.pdf

Software Operation

The **Lutron Dashboard** is a browser-based facility operations and improvement tool that empowers facility and space managers to maximize their efficiency. The Lutron Dashboard can be accessed at connect.lutron.io

Safety Precautions

Safety information and/or precautions are included with each product and can also be found at www.lutron.com. Please refer to these manuals for safety related information and instructions associated with each of the system's components/devices.

Under no circumstances should Lutron supplied safety information and instructions supersede, or be considered a substitute for, your local organization's electrical safety procedures.

General Safety Precautions:

- Only personnel with the proper electrical safety training qualifications should be permitted to perform maintenance on Lutron control equipment.
- Only personnel with sufficient training on, and knowledge of, Lutron controls equipment should be permitted to perform maintenance on this equipment.
- Always de-energize, lockout, tagout, and verify de-energized, all electrical equipment prior to performing work on that equipment. Perform these activities only in accordance with your local site's safety procedures.
- Multiple circuits may feed some Lutron equipment. Locate and lock each supply breaker in the OFF position before performing maintenance work. Prior to performing maintenance on de-energized Lutron equipment, always test for the presence of voltage before beginning the maintenance work, even if you are certain that you have completely de-energized the equipment.
- If something unexpected occurs while performing maintenance work on Lutron equipment, stop work immediately, secure the work site, and seek help.
- Use only Lutron-approved replacement parts for easy mounting, installation, and relocation.

Customer Assistance

If you have questions concerning the installation or operation of this system, call Lutron Customer Assistance.

Visit us on the web at www.lutron.com/support

WORLD HEADQUARTERS:

TEL: +1.610.282.3800

Customer Assistance:

1.844.LUTRON1

UK AND EUROPE:

TEL: +44.(0)20.7702.0657

Customer Assistance:

+44.(0)20.7680.4481

MEXICO:

Customer Assistance:

+1.888.235.2910

ASIA:

TEL: +65.6220.4666

Customer Assistance:

800.120.4491

Customer Assistance Hotlines:

France: 0800.90.12.18

Germany: 00800.5887.6635

Italy: 800.979.208

Spain: 900.948.944

Northern China: 10.800.712.1536

Southern China: 10.800.120.1536

Hong Kong: 800.901.849

Singapore: 800.120.4491

Taiwan: 00.801.137.737

Thailand: 001.800.120.665853

Other Countries in Asia:

+65.6220.4666

The Lutron logo, Lutron, and myRoom are trademarks or registered trademarks of Lutron Electronics Co., Inc. in the US and/or other countries.

All other product names, logos, and brands are property of their respective owners.

© 2025 Lutron Electronics Co., Inc.

P/N 040490 Rev. A 03/2025



Lutron Electronics Co., Inc.
7200 Suter Road
Coopersburg, PA 18036 USA