

# Equipment Flushing Instructions

## BOTTLED WATER DISPENSERS WATER FILTRATION EQUIPMENT COFFEE BREWERS

If your beverage equipment has not been used for a while, it's a good idea to flush it before you use it. Scroll through the equipment types listed below and follow the instructions.



### BOTTLED WATER DISPENSER – All Models (100, 200, 300 and 500 Series)

**Tools needed:** 1-quart (.95-liter) heat-resistant container that fits under the hot and cold spigots of the dispenser.

1. Remove the existing water bottle and replace it with a new one.
2. Place the 1-quart container under the cold spigot and dispense water, filling the container.
3. Discard the water.
4. Repeat steps 2 & 3 until you have dispensed 2.5 quarts (2.4 liters) of water.
5. Place the heat-resistant container under the hot spigot and dispense water, filling the container. Repeat until you have dispensed 1.5 quarts (1.4 liters) of water.
6. Let the dispenser sit for 30 minutes.

**Your dispenser is now ready for use.**

**⚠ WARNING:** Always use caution when handling hot water. Do NOT loosen or remove the drain plug on the back of the dispenser. Only dispense water through the cold and hot spigots.

*If you have any questions or concerns with your bottled water cooler, please call our Customer Care Center.*

### WATER FILTRATION – Carbon Filter (Brio)

**Tools needed:** 1-quart (.95-liter) heat-resistant container that fits under the hot and cold spigots of the dispenser.

1. Place the 1-quart container under the cold spigot and dispense water, filling the container.
2. Discard the water.
3. Repeat steps 1 & 2 approximately 12 times until you have flushed 3 gallons (11.4 liters).
4. Place the heat-resistant container under the hot spigot and fill 1 ½ times until you have flushed 1.5 quarts (1.4 liters).
5. Let the dispenser sit for 30 minutes.

**Your dispenser is now ready for use.**

**⚠ WARNING:** Always use caution when handling hot water. Do NOT loosen or remove the drain plug on the back of the dispenser. Only dispense water through the cold and hot spigots.

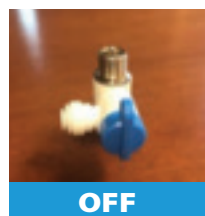
*If you have any questions or concerns with your filtration equipment, please call our Customer Care Center.*

## WATER FILTRATION – RO and CO Filters (PureFlo® Bright)

**Tools needed:** 1-quart (.95-liter) heat-resistant container that fits under the hot and cold spigots of the dispenser.

1. Turn off water at the source by turning the blue valve to the OFF position.

Typically, the blue shut-off valve is located under the sink.



2. Place the 1-quart container under the cold spigot and dispense water, filling the container.
3. Discard the water.
4. Repeat steps 2 & 3 approximately 12 times until you have flushed 3 gallons (11.4 liters), or until water stops flushing.
5. Turn blue valve under sink back ON.
6. Wait 4 hours to fill water supply tank.
7. Place the heat-resistant container under the hot spigot and dispense 1 quart (.95 liter).
8. Discard the water into the sink.
9. Repeat steps 2-4.
10. Wait 2 hours.

**Your dispenser is now ready for use.**

**⚠ WARNING:** Always use caution when handling hot water. Do NOT loosen or remove the drain plug on the back of the dispenser. Only dispense water through the cold and hot spigots.

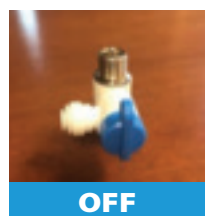
*If you have any questions or concerns with your filtration equipment, please call our Customer Care Center.*

## UNDER-SINK WATER FILTRATION RO SYSTEMS WITH HOLDING TANKS

**Tools needed:** None.

1. Turn off cold water at the source by turning the blue valve to the OFF position.

Typically, the blue shut-off valve is located under the sink.



2. Turn RO Faucet on sink ON for 6 minutes to dispense approximately 3 gallons of water (11.4 liters).
3. Turn RO Faucet OFF.
4. Turn blue valve under sink back ON.
5. Wait 6 hours to refill storage tank.
6. Repeat steps 1-4 before using water.

**Your dispenser is now ready for use.**

**⚠ WARNING:** Always use caution when handling hot water. Do NOT loosen or remove the drain plug on the back of the dispenser. Only dispense water through the cold and hot spigots.

*If you have any questions or concerns with your filtration equipment, please call our Customer Care Center.*

## **BATCH BREWERS – Pour Over**

**Tools needed:** None.

1. Ensure empty funnel and carafe are in place on the brewer.
2. Ensure the brewer reservoir is filled with water.
3. Brew a batch of water.
4. Discard batch of water.
5. Repeat steps 3 & 4.

**Your brewer is now ready for use.**

*If you have any questions or concerns with your coffee brewer, please call our Customer Care Center.*

## **BATCH BREWERS – Plumbed In**

**Tools needed:** None.

1. Ensure empty funnel and carafe are in place on the brewer.
2. Brew a batch of water.
3. Discard batch of water.
4. Repeat steps 2 & 3.

**Your brewer is now ready for use.**

*If you have any questions or concerns with your coffee brewer, please call our Customer Care Center.*

## **SINGLE-SERVE COFFEE BREWER**

**Tools needed:** 12-ounce heat-resistant cup.

1. Brew a 12-ounce cup.
2. Discard the water.
3. Repeat steps 1 & 2 three (3) times.

**Your brewer is now ready for use.**

*If you have any questions or concerns with your coffee brewer, please call our Customer Care Center.*