CHILLER INSTALLATION INSTRUCTIONS

Remove the chiller unit from the shipping carton and inspect for shipping damage. If shipping damage is found, IMMEDIATELY contact 1-800-847-6963. DO NOT DISCARD the shipping carton or any shipping materials in the event that a freight claim must be filed.

**IMPORTANT!!** Your new chiller machine MUST sit upright for 4 hours before plugging it into an electrical outlet.

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### STARTUP INSTRUCTIONS

**STEP 1**
Check the “Cooling” switch on the rear of the machine and make sure it is in the “OFF” (O) position. Plug the power cord into a 110 volt wall outlet.

**STEP 2**
Remove the bottle top from the bottle of product and firmly insert the bottle valve (two included).

**STEP 3**
Place the bottle/s of product upside down in the bottle holder on top of the machine. Make sure that the bottle is securely seated in the bottle holder. When the bottle is in place on top of the machine it will start to empty and begin filling the machine. The machine holds about 600 milliliters’ of product in the reservoir.

**STEP 4**
Turn the cooling switch “ON” (I) (see Fig. 1) that is located on the back of the machine. The front of the machine will now light up and you will hear the compressor start running. It will take approximately 30 minutes for the product to completely chill. You are then ready to begin serving.

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### FILTER CLEANING (ONCE A MONTH)

**STEP 1**
Remove the air-filter from the rear of the machine. (Push down on tab, then pull out). Hold the filter under a faucet and rinse thoroughly. Make sure to put filter back on machine.

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### CLEANING (ONCE EVERY 6 MONTHS)

**STEP 1**
IMPORTANT!! Turn the cooling switch “OFF” (O) on the rear of the machine (see Fig. 1) and unplug from the outlet.

**STEP 2**
Remove the bottle/s from the top of the machine.

**STEP 3**
Place an empty bottle under the spout. Open the spout lever and completely empty all of the product out of the machine. When the product begins to slow, tilt the chiller machine forward by lifting the back of the machine slightly. This will help the product to empty out. Save the product to use and refill the machine after cleaning.

**STEP 4**
Firmly grab the outer part of the bottle holder with both hands (one on each end) and lift up to remove the bottle holder from the from its base on top of the machine. Wash the bottle holder and set it aside for now.

**STEP 5**
Make sure spigot is closed before proceeding to Step 6.

**STEP 6**
Fill the machine with 16 to 20 oz. of clean hot water (no soap). Allow the water to soak for a couple of minutes. Open the spout lever and completely empty all the hot water out of the machine. When the water begins to slow, tilt the chiller machine forward by lifting the back of the machine slightly. This will help all of the water to empty out. Repeat process if necessary as many times as needed to clean the machine.

**STEP 7**
Replace the bottle holder, refill the machine with product, and turn the cooling switch back “ON” (I) (see Fig. 1). Allow the machine to cool for 30 minutes and then you are ready to serve.