

SETUP

LOCATION

Leave about one inch between the water cooler and the wall.



IMPORTANT! Do not place the cooler near an open flame, radiator or heat source.



IMPORTANT! This water cooler is not recommended for outdoor use.

ADAPTER RING



NOTE: The adapter ring connects the spillguard to the water cooler.

1. To remove the adapter ring, turn it counterclockwise until the tabs are released. Lift and remove. (See Figures 1-2)

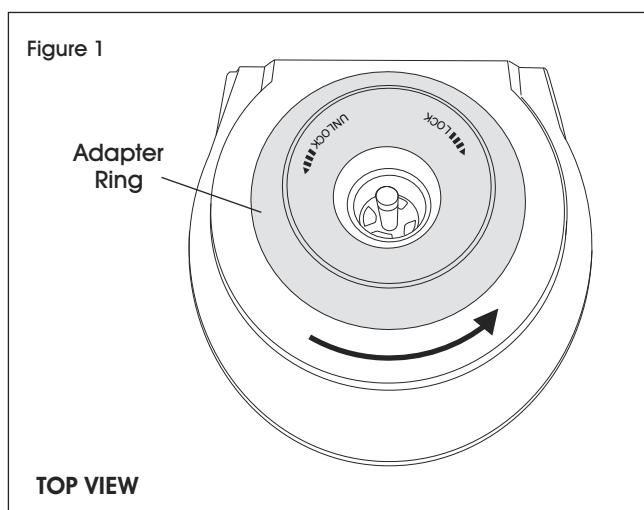
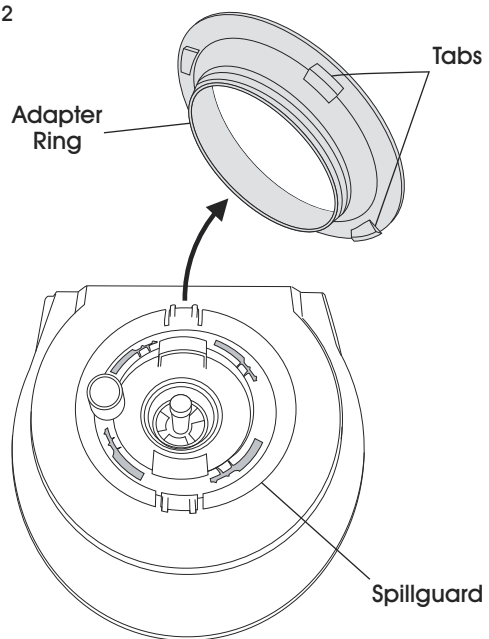



Figure 2

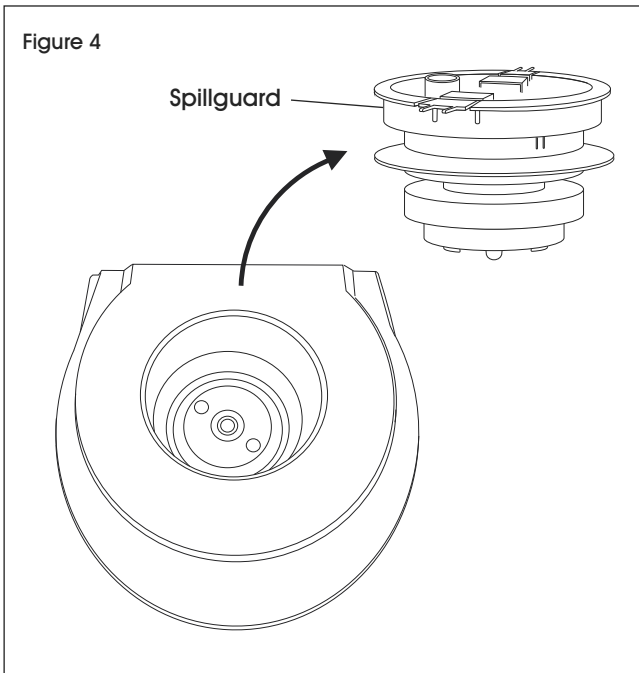
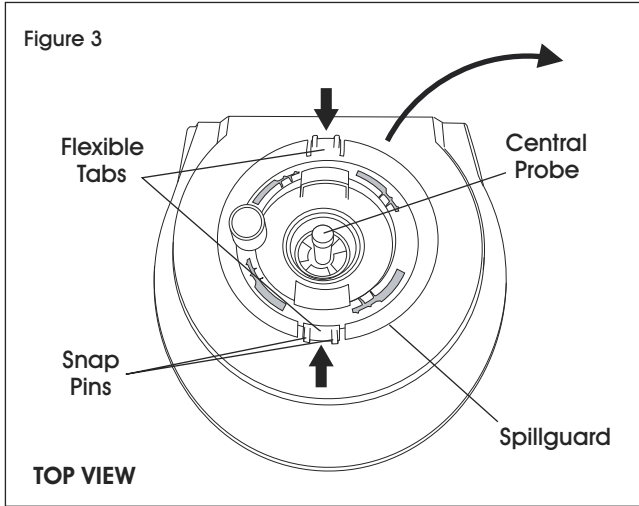


SETUP CONTINUED

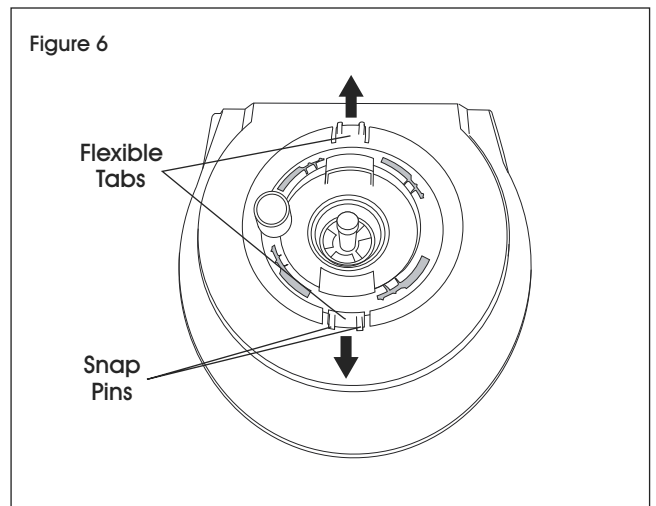
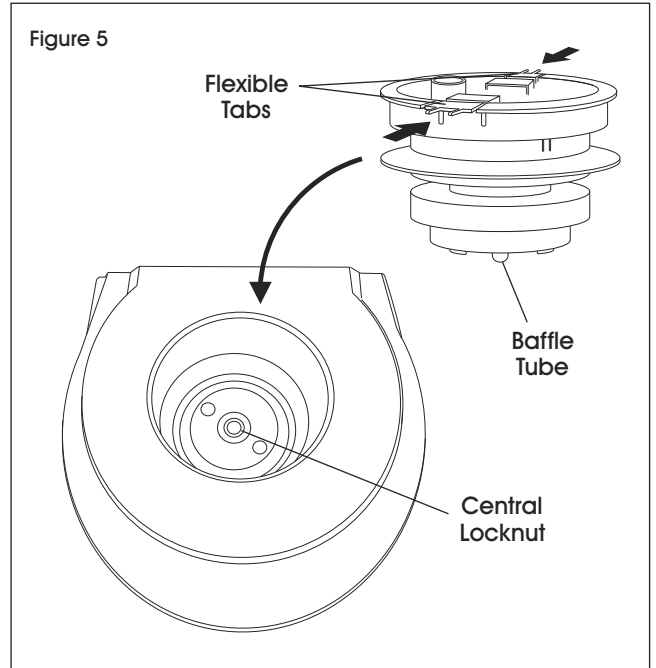
SPILLGUARD

 **NOTE:** The spillguard is a device designed to help prevent splashing when installing a new bottle with a no-spill cap. The spillguard directs the room temperature water toward the water heater.

1. To remove the spillguard, push flexible tabs in to release the snap pins. Grasp the central probe and remove. (See Figures 3-4)

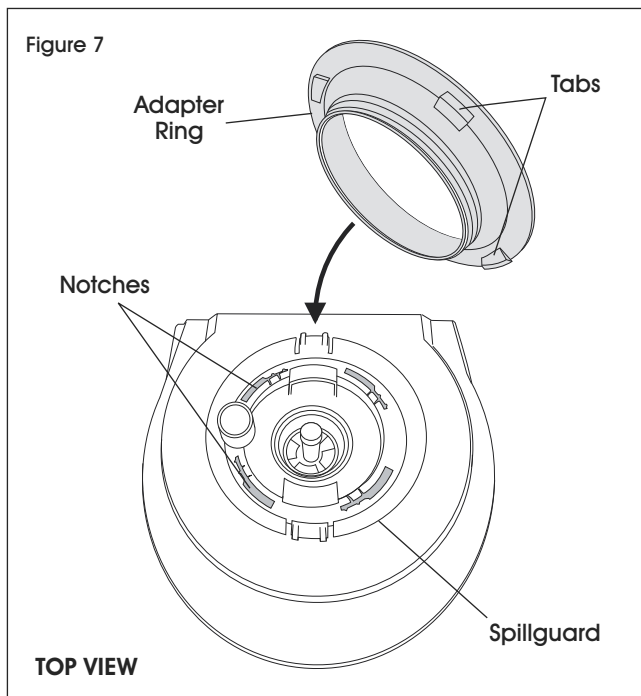


2. To reinstall the spillguard, lead the baffle tube toward the central locknut. Push the flexible tabs in. Release to snap the snap pins of the spillguard in place. (See Figures 5-6)

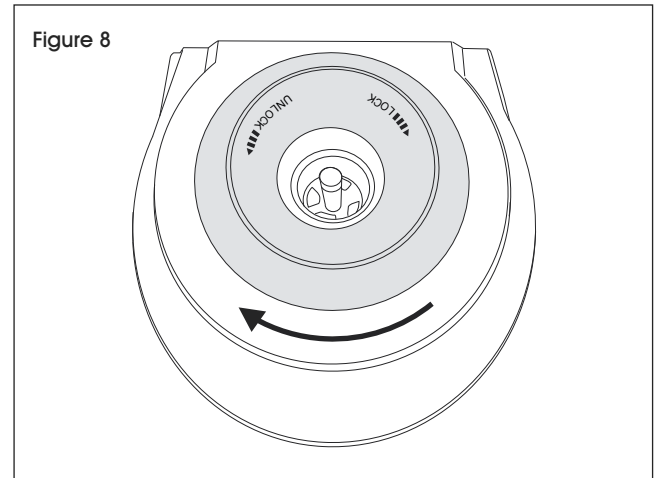


SETUP CONTINUED

3. To reinstall the adapter ring, align the four tabs on the bottom of the adapter ring with the four notches in the spillguard. (See Figure 7)



4. Turn the ring clockwise until the ring snaps to the cooler top. (See Figure 8)



OPERATION

FIRST USE

Follow these steps when first using the water cooler and during normal maintenance operations:

1. Follow the cleaning instructions.
2. Remove cap and invert bottle on the cooler.
3. Wait five minutes, then check to see that water flows easily from both taps.



IMPORTANT! To prevent overheating, wait until water has filled the entire cooler system before plugging in the cooler.

4. Plug in the cooler and turn on the water heater switch on the back of the cooler.

HOUSING CARE

Use mild soap or any non-abrasive household cleaner. Clean the grill (condenser) at the back of the cooler with a damp cloth to avoid dust build-up. Hand-wash drip tray and water valve with mild soap.

CLEANING INSTRUCTIONS

Suggested frequency: every two months.



Before cleaning, turn off the hot water tank switch located in the back of the cooler and unplug the electrical cord.

1. Remove the bottle and empty the reservoir through the faucets.
 2. Remove spillguard. Remove faucets by unscrewing the part against the casing. Remove the faucets gaskets and the spillguard.
 3. Prepare a solution of one tablespoon of a mild dish soap and 0.5 gallon of clean, room temperature water.
 4. Wash the faucets, faucet gaskets and spillguard using a soft cloth and cleaning solution prepared above.
 5. Rinse all parts with clean running water at room temperature. Do not soak. Put aside in clean area.
 6. Install faucet gaskets and faucets back on unit.
 7. Prepare a solution of one tablespoon of a mild dish soap and 0.5 gallon of clean, room temperature water.
 8. Ensure a plug/stopper (not included) is installed in the hole for the hot tank inlet. Fill the reservoir with the prepared solution.
 9. Use a soft cloth to clean the inside of the reservoir with the cleaning solution.
 10. Drain all the cleaning solution from the cooler through faucet.
 11. Ensure that the red plug is installed in the hole for the hot tank inlet.
 12. Fill the reservoir with clean water and drain water through both faucets equally. Repeat at least three times or until there is no evidence of an off-taste or odor.
1. Prepare two solutions of two tablespoons of common household bleach (5.25% sodium hypochlorite) and 1 gallon of room temperature water.
 2. Remove spillguard. Remove faucets by unscrewing the part against the casing. Remove the faucets gaskets and the spillguard.
 3. Install a plug/stopper (not included) in the hole for the hot tank inlet. This prevents sanitizing solution from entering hot tank.
 4. Fill a clean container with one of the sanitizing solutions and place spillguard, faucets, faucet gaskets and spillguard in the solution.
 5. Let parts stand in the solution for five minutes. Rinse all parts with clean running water at room temperature.
 6. Use a plug/stopper (not included) in the hole for the hot tank inlet. Do not allow sanitizing solution to enter hot tank.
 7. Install faucet gaskets and faucets. Drop the spillguard into the reservoir. Do not remove red plug.
 8. Fill the reservoir with the remaining prepared solution.
 9. Let the sanitizing solution stand in the reservoir for five minutes.
 10. Drain all the cleaning solution from the cooler through faucet.
 11. Fill the reservoir with clean water and drain water through both faucets equally. Repeat at least three times or until there is no evidence of an off-taste or odor. Place a clean bottle on top.
 12. Remove plug/stopper from hot tank inlet.

TROUBLESHOOTING

OPERATING ISSUE	CAUSES	RECOMMENDATIONS
Water cooler leaks on the outside (by the top).	Bottle is cracked. Defect may be invisible to the naked eye.	Replace bottle.
Water cooler leaks on the inside.	Nuts at bottom of reservoir are loose.	Unplug water cooler and remove bottle immediately. Remove the spillguard. Check that nuts at bottom of reservoir are properly tightened.
Water is not cold enough.	Cold water should be at 39-43°F and room temperature water at 68°F.	Thermostat is located at back of cooler. Turn thermostat setting screw clockwise. If this does not work, contact Uline Customer Service at 1-800-295-5510.
Faucet drips.	The top part of faucet is not properly screwed on. Small obstruction in faucet seat.	Tighten faucet. Disassemble faucet, clean and reassemble.
No water comes out of cooler.	Ice build-up inside reservoir.	Lower thermostat setting by turning setting screw 1/8 counterclockwise.
Cooler does not heat or chill water.	The thermostat may be broken. Ensure the cooler is plugged in and the outlet is not a switched outlet.	Check all electrical circuits, fuses, circuit breakers and switches. If the situation does not improve, contact Uline Customer Service at 1-800-295-5510.
Water cooler is noisy.	The water cooler is equipped with a refrigeration system.	It is normal to hear a refrigerator-like vibrating sound as part of the operating cycle. For hot water models, it is also normal to hear boiling sounds at regular intervals.
Water is not hot enough.	Water takes 20 minutes to heat on initial setup. The hot water heater thermostat is factory-set to 175-194°F.	If the water is still not hot after 20 minutes, contact Uline Customer Service at 1-800-295-5510.

