



4 Stage System Filter Change

Step By Step Guide On Changing Your Filters

Let us help!



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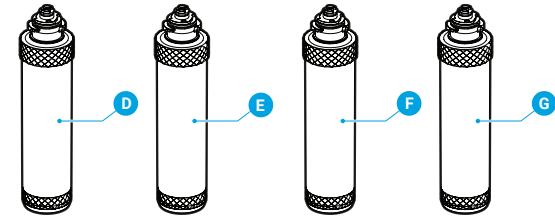
Thank you!

Enjoy consistent access to pure and refreshing water when you replace filters in a timely manner. On average, each filter is good for 6 months, depending on various factors. The amount of time varies greatly depending on the quality of water, temperature and pressure of your water supply. Due to these factors, filter lifespan may be longer or shorter.

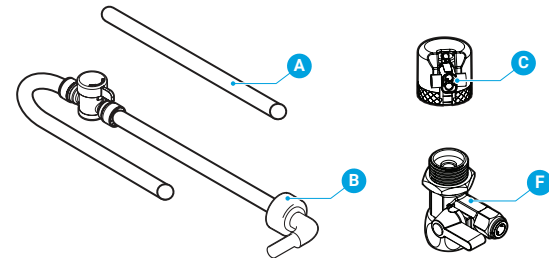
Handy Tip!

If there is a drop in water pressure in your home or on the pressure gauge, it is usually a sign that it is time to replace your filters. It is recommended to replace filters when the pressure has dropped between 10-20 PSI.

Materials Included



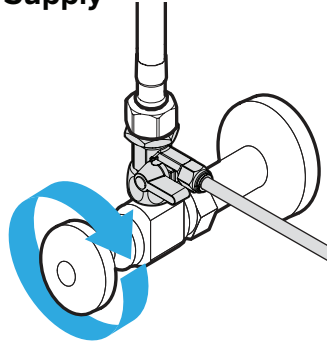
Materials Needed



Part	Description	Quantity
A	Filter Flushing Tube	1
B	Shut-Off Valve Tube (7 FT.)	1
C	Filter Housing (For Filter Flushing)	1
D	Sediment Filter	1
E	Carbon Filter	1
F	Feed Water Adapter	1

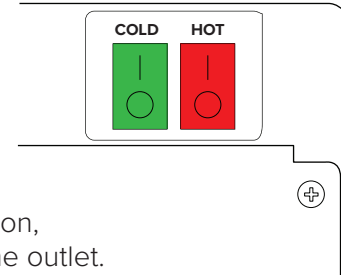
Step 1 : Turn Off Water Supply

Locate the cold water supply and shut off the flow of water.



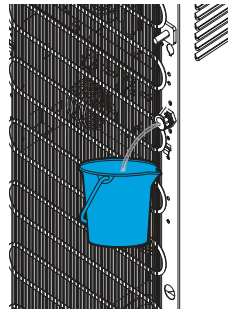
Step 2 : Turn Off Cooler

Turn off the switches located on the back of the unit. Once the switches have been flipped to the off position, unplug the unit from the outlet.



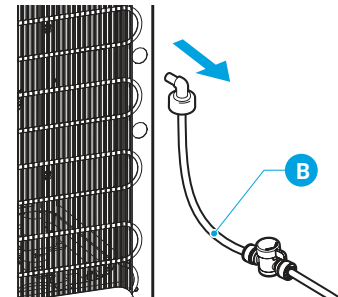
Step 3 : Drain Cooler Tank

Place a large bucket beneath the drain outlet located on the back of the dispenser and remove the drain cover, begin to drain water.



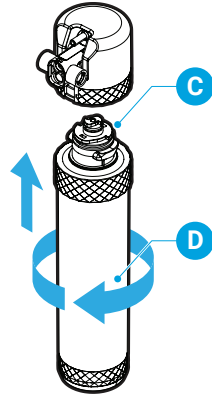
Step 4 : Remove Inlet Line

Once the cooler has been drained, unplug the inlet line. As a precaution, place a towel underneath the inlet line to absorb any potential water left in the cooler.

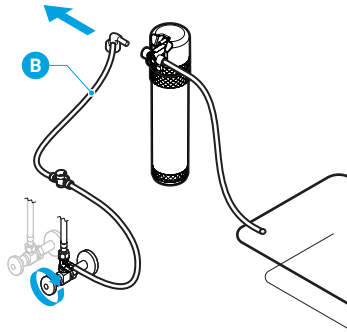


Step 5 : Flush New Filter

- A. Connect the filter (D) to the filter housing (C) by twisting the filter (D) clockwise.



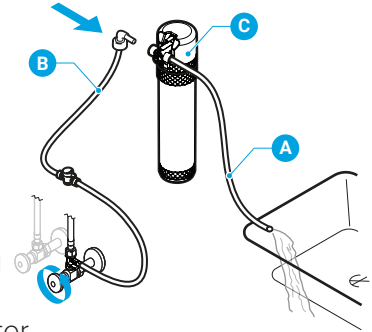
- D. Flush each filter for a minimum of 5 minutes. The recommended rate is 1.5-3 gallons of water (about 10 minutes) or until the water is clear in appearance.



- E. Shut off the valve at the water source and remove the filter housing from the tube (B).

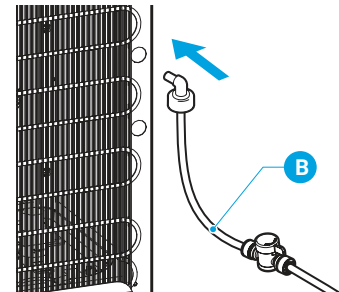
- B. Connect the tip of the shut-off value tube (B) to the left side of the filter housing (C).

- C. Connect the filter flushing tube (A) to the right side of the filter housing (C) and lay the open end of the flushing tube (A) over a sink or receptacle to collect water. Repeat process with the second filter (E), third filter (F), and fourth filter (G).



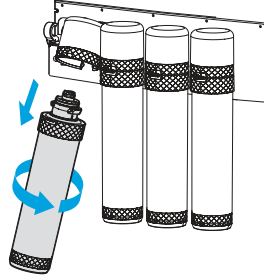
Step 6: Re-Install Inlet Line

Connect the tip of the shut-off valve tube (B) into the water inlet hole on the back of the dispenser. Once connected, ensure the valve on the tube (B) is on and turn on the water supply line.



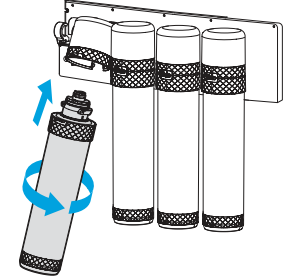
Step 7 : Remove Used Filter

Remove filters after turning off the water supply. Simply twist each filter clockwise in the filter housings located inside the dispenser cabinet.



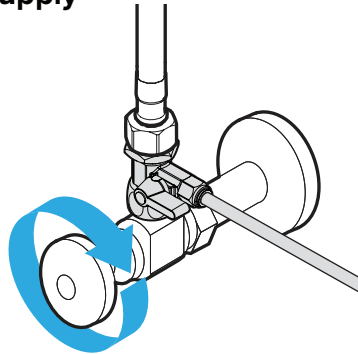
Step 8 : Install New Filter

Twist each filter counter clockwise into the filter housings located inside the dispenser cabinet. Stage 1 goes on the left. Stage 2 goes on the right.



Step 9 : Turn On Water Supply

Once all the steps have been followed and all the connections have been secured, turn on the water supply line. Let water flow through the cooler and ensure that there are no leaks at any of the connection points. When all points have been checked, enjoy purified water in every cup!



Enjoy Your Water!



We want you to be 100% Satisfied

If you encounter any issues or have any concerns
please feel free to contact us.

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