

AquaCafé®

QUICK START GUIDE

1

READ ALL DIRECTIONS BEFORE PLUGGING IN DISPENSER.

Important: Do not plug in dispenser until step 4.

This guide is a general reference to help you quickly and easily set up your AquaCafé®.

2

SET COOLER IN DESIRED LOCATION.

Ensure cooler is located on a level floor, out of direct sunlight and at least 4 inches from a wall.

3



INSERT WATER BOTTLE.

Use the slot on the right-hand side of the cooler to pull the door open. Wipe bottle cap with paper towel. Peel the label off the 5-gallon bottle. Remove the bottle probe from inside the cooler. Insert probe into bottle, slide the bottle into cooler and close the door. (Please wear gloves when setting up or replacing water bottles.)

6



TURN ON HOT TANK SWITCH.

Once the hot tank has been primed, turn on the hot tank switch that is located on back of the cooler. Water temperature will reach as high as 198° F within 5 minutes.

4

PLUG IN DISPENSER.

Dispenser should always be installed within 6 feet of a power source. Dispenser should be plugged into a GFCI electrical outlet. Do not use extension cords. Ensure hot tank switch on back of unit is in the Off "O" position prior to plugging in.

7



INSERT DRIP TRAY.

Push the drip tray into the pocket above the metal clip on the machine to snap it together.

5



PURGE WATER TANKS.

The AquaCafé® has a self-priming feature that takes approximately 5 minutes to fill both the hot and cold tanks. After that time, dispense water from both the hot and cold tanks to confirm that they have filled.

WARNING TO USERS AND PARENTS:

Adult supervision required. Equipment dispenses very hot water.

Brewing Instructions



STEP 1
Place coffee cup on cupholder.



STEP 2
Press the K-Cup® pod button to select coffee volume. Press again to switch between cup sizes. (6 oz., 8 oz. and 10 oz.)*
***Unit is designed to default to the 8-oz. cup position. Once a different cup size is selected, it becomes the default for the next brew.**



STEP 3
Open the handle, put K-Cup® pod into the holder and close the handle.



STEP 4
When the water temperature is low, the Water Dispense light will flash until temperature is reached. When it stops flashing, press the Water Dispense button to brew coffee or tea.



STEP 5
Open handle and discard used K-Cup® pod. Return K-Cup® pod funnel holder to the machine. Machine will not brew without the funnel holder.



Water Dispense Instructions

- **Hot Water** – Press the Hot Water button and hold for 1 second (the unlock indicator ring will light up red.) Then press the Water Dispense button to dispense hot water.
- **Cold Water** – Cold water is the default setting and the unlock indicator ring will always be blue unless hot is selected (then it will be red). If the unlock indicator ring is red, press the Cold Water button, then press the Water Dispense button. Otherwise, just press the Water Dispense button.
- **Extra Hot Water for Cooking Instant Noodles and Soups** – Press the K-Cup® pod or button to select the water volume. When the water temperature is low, the Water Dispense light will flash until temperature is reached. When it stops flashing, press and hold the Hot Water button for one second, then press the Water Dispense button. (Only available on coffee models.)
- When the water bottle is empty, the No Water indicator light will flash.

AquaCafé®

How to Load Water Bottles



1 Peel the label off the 5-gallon bottle cap. Remove the bottle probe from inside the cooler.



2 Insert probe into bottle, slide the bottle into cooler and close the door.

Cleaning Instructions



- Disconnect power cord prior to cleaning the external portion of the brewer/cooler.
- The brewer/cooler housing can be cleaned with a soapy, non-abrasive damp cloth.
- The drip tray is dishwasher safe (top rack). To remove, grab drip tray and pull it out.
- To clean the K-Cup® pod funnel, remove it from the brewer head assembly. Wipe out K-Cup® pod funnel holder with a damp paper towel. Inspect the needle assembly for clogging (coffee grinds); if clogged, use a paper clip to clear the needle. Place the K-Cup® pod funnel in top rack of dishwasher. **CAUTION: Needle is sharp!**



- Once parts are clean, reassemble the unit. Connect power cord and brewer/cooler is ready to use.

