Read all directions before plugging in dispenser.

**IMPORTANT:** Do not plug in dispenser until step 5. This guide is a general reference to help you quickly and easily set up your Pure Water Dispenser® 300 Series. For complete setup, operating and safety instructions, reference the owner’s manual.

1. **Place dispenser on level floor surface at least 2 inches from wall.**

2. **Plug in dispenser to a GFCI outlet.**

3. **Insert bottle and fill dispenser with water PRIOR to plugging in.**
   Remove tamper-evident seal from plastic bottle cap. (Do NOT remove plastic cap if using a NO-SPILL water bottle.) Load water bottle by lifting and inserting it onto probe. Be sure bottle is fully aligned with dispenser, centered over probe and fingers or other body parts are clear of underside of bottle. Apply slight pressure until plug pushes in and bottle is securely seated. Water will flow into the tank causing air bubbles.

4. **Purge water tanks.**
   Place cup under HOT dispenser nozzle, lift red lever and pull out handle until HOT tank is full and one cup of water has been dispensed. Repeat this step for the COLD water tank.

5. **Turn on heater switch.**
   Turn on hot tank heater using switch located on rear of dispenser. Water will become hot in approximately 1 hour. Red light will go off when hot tank reaches operating temperature.

6. **Plunge in dispenser to a GFCI outlet.**

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