IMPORTANT: This manual includes important safety material; please read all instructions before plugging power supply cord into receptacle.
STOP & READ DIRECTIONS
before plugging in dispenser.

Read complete HOW TO INSTALL instruction sequence before plugging in and turning on dispenser. Failure to follow proper installation instructions may cause damage to water dispenser.

SAFETY PRECAUTIONS

Basic safety precautions should be followed when using electrical appliances, including:

• Only plug in dispenser in the sequence the manual indicates (see HOW TO INSTALL AND USE).
• In accordance with these instructions, the dispenser must be properly located and installed before use (see HOW TO INSTALL AND USE).
• Use only bottled water in the dispenser.
• Do not use with water that is microbiologically unsafe or of unknown quality.
• Keep all gasoline or other flammable vapors and liquids away from this and other appliances.
• Dispenser must be unplugged before cleaning, sanitizing or repairing (see CLEANING AND SANITIZING).
• Wipe up any water spills immediately after loading or unloading water bottles.
• The dispenser heats water to a temperature above 190° F (90° C). Water temperatures above 125° F (52° C) can cause severe burns or death from scalding. Most at risk of being scalded are children, the disabled and the elderly.
• Ensure the dispenser stands upright for 2 hours before loading water bottle, plugging in and turning unit on.
• Always lift dispenser by handle located on rear of unit. Lifting dispenser by faucet or faucet levers will damage the unit.
• Follow proper grounding safety precautions and instructions prior to plugging in the unit (see GROUNDING SAFETY PRECAUTIONS AND INSTRUCTIONS).
• Do not use an extension cord.
• Supervise children when using the dispenser (see CHILD SAFETY).

GROUNDING SAFETY PRECAUTIONS AND INSTRUCTIONS

**WARNING:** The dispenser must be grounded – if the appliance is improperly grounded, the result could be electric shock. Do not immerse cord, plug or any other part of the dispenser in water or other liquids.

Ensure that the available power supply matches the dispenser’s voltage specifications indicated on the nameplate label (located at the rear). Please ensure that dispenser is set up so access to the power outlet and plug is unobstructed.

**IMPORTANT:** To provide additional protection from the risk of shock, the dispenser MUST be connected to a ground fault circuit interrupter (GFCI) outlet at all times. Use of an extension cord will void any warranties.

If the supply cord is damaged, it must be replaced by a special cord or assembly available from the manufacturer or its service agent.

Always grasp plug and pull straight out from outlet. Never unplug by pulling on power cord.
CHILD SAFETY

CAUTION: Supervise children when using the dispenser.

The hot dispenser faucet is equipped with a child safeguard that reduces the risk of hot water being dispensed accidentally or by small children. To dispense hot water, simultaneously depress the child safety lock (located above the left hot faucet lever) and the left hot faucet lever. Do not allow children to hang, climb or stand on the dispenser; the dispenser could fall over and the child could be injured.

RECEIVING

Inspect the dispenser box carefully for any evidence of shipping or handling damage before signing to receive goods. In case of shipping damage, claims should be filed immediately with the carrier.

HOW TO INSTALL AND USE

WARNING: Read through every step in HOW TO INSTALL AND USE before plugging in or turning unit on.

1. Install dispenser on a level floor strong enough to support it when fully loaded.
2. Ensure dispenser stands upright for a minimum of 2 hours before loading water bottle, plugging in and turning on dispenser.
3. Place dispenser a minimum of 4 inches away from the wall to ensure ventilation.
4. Do not install dispenser where it will be subject to direct sunlight, heat or moisture.
5. Do not install dispenser where the temperature will go below 50º F (10º C) or above 100º F (38º C).
6. Wipe down the water bottle cap and neck to ensure there is no debris.
7. Open dispenser door by sliding door upward to allow access to bottle area.
8. Place fresh bottle outside of the cabinet.
9. Remove bottle cap completely from the top of the bottle.

10. Unpackage the bottle adaptor from the bag inside the cabinet. Remove the protective cap from the SmartFlo™ Water System hose. Insert the hose into the bottle adaptor cap. Then insert the bottle adaptor tubing into the bottle adaptor cap.

**NOTE:** Touching the bottle adaptor assembly pieces with bare hands could cause contamination. Be sure to wash hands prior to assembling or use sterile gloves when handling bottle adaptor assembly pieces.

11. Place the bottle adaptor probe into the bottle.

**NOTE:** Insert bottle adaptor tubing into bottle as quickly as possible to ensure proper sanitization is maintained. Do NOT turn on heater yet.

12. Slide the bottle adaptor over the neck of the bottle, ensure tube hits the bottom of bottle and push down to secure.
13. Slide bottle into cabinet and slide door downward to close.

15. Plug in dispenser and prime water system. Prime water system by first depressing the cold water lever for approximately 1 minute (or until water begins to flow from the faucet) and then depressing the hot water lever for approximately 1 minute (or until water begins to flow from the faucet).

16. Activate heating function by turning on the hot tank heater switch located inside the sliding door.

17. Dispense and dispose of at least 1 quart of water prior to drinking any water.

**NOTE:** It takes approximately 15 to 20 minutes for hot water to reach optimum temperature and several hours for cold water to reach optimum temperature.
REPLACING BOTTLE
1. Open cabinet door.
2. Place new bottle outside of cabinet.
3. Remove bottle from cabinet.
4. Remove cap from the new bottle.
5. Remove the bottle adaptor assembly from the empty bottle and place the bottle adaptor assembly into the new bottle.

**NOTE:** Do NOT touch the bottle adaptor tubing. Remove the bottle adaptor assembly and install the bottle adaptor assembly by grabbing the cap only. Place the bottle adaptor into the new bottle immediately to avoid contaminating the bottle adaptor tube.

CLEANING AND SANITIZING

**WARNING:** Always turn off hot water switch and unplug dispenser before cleaning.

**IMPORTANT:** It is recommended that the dispenser be cleaned two times a year.

CLEANING OUTSIDE OF DISPENSER
Use only MILD dishwashing or cleaning products and NO BLEACH OR ABRASIVE CLEANERS.

Wipe dispenser body, bottle receptacle, tank and faucet levers with a cloth and warm, soapy water. Then rinse by wiping down with clean water before drying.

CLEANING DRIP TRAY AND GRILL
The dispenser drip tray is dishwasher safe and snaps in and out. It is not self-draining and should be cleaned regularly. To reduce water spotting, the tray should be emptied, cleaned with mild soap or placed on top rack of dishwasher, and wiped dry.

**NOTE:** When using the dishwasher to clean the drip tray, do NOT use the heated dry function.
CLEANING CABINET
1. Unplug dispenser from power outlet prior to cleaning cabinet.
2. All plastic parts can be cleaned using a cloth and warm, soapy water. Rinse with clean water. Never use scouring pads, steel wool or scouring powder.
3. Condenser tubes located on the back of dispenser should be vacuumed.

CLEANING AND SANITIZING DISPENSER
1. Before cleaning, place hot water switch located inside the dispenser door in the off position and unplug unit.
2. Let dispenser stand for one hour before cleaning to allow hot tank to cool.
3. Remove drip tray assembly and set aside for cleaning.
4. Empty water bottle (if applicable) and then remove it from the dispenser.
5. Drain cold water reservoir by dispensing water through the cold water faucet.
6. Drain hot tank by unscrewing drain cap and removing red silicone plug at the rear of the dispenser. Drain water into a bucket or container (approx. 0.5 gallon). Reinstall red silicone plug and drain cap.
7. Wipe levers with a cloth and warm, soapy water. Rinse with clean water and wipe dry.
8. Install a full water bottle (see HOW TO INSTALL AND USE).

TROUBLESHOOTING
**WARNING:** Always turn off dispenser and unplug from power outlet before inspecting or starting any maintenance.

WATER IS LEAKING
- Bottle may have a leak. Remove andinstall new bottle.
- If water is present only at base of unit (not dripping from above), first try to replace the water bottle.
- If water is leaking from above the bottle (or not bottle related), unplug dispenser and remove bottle. Check water connections and hose connections for holes, cracks or cuts.
- The hot tank may have a leak. Drain the hot tank (see Step 6, CLEANING AND SANITIZING).

WATER DOES NOT FLOW FROM DISPENSER
- Make sure bottle is not empty; if empty, replace bottle.
- Ensure that water selection lever is fully depressed.
- Inspect to see if there is a pinhole in the bottle; if so, replace bottle.
- Ensure hot/cold tanks have been primed (see priming of water system in HOW TO INSTALL AND USE).
- Ensure all SmartFlo™ tubing is free of any holes, cuts or cracks.
- Ensure SmartFlo™ locking knobs (in top) are securely locked in place.
- Ensure unit is plugged in.
- Make sure the tubing lock clip is securely snapped in place.
**WATER NOT HOT OR COLD ENOUGH**

- Check to make sure dispenser is plugged in and the hot tank heater switch is turned on.
- A fuse may be blown or the circuit breaker may be tripped; if needed, replace fuse or reset breaker.
- Dispenser may be placed in direct sunlight or may be too close to a heat source. Try moving dispenser into a cool, shaded area.
- Ensure hot/cold tanks have been primed (see priming of water system in HOW TO INSTALL AND USE).
- Ensure SmartFlo™ locking knobs (in top) are securely locked in place.

**DISPENSER NEEDS TO BE STORED**

- Always drain water completely from dispenser before shipping or storing.

**NOTE:** Water left in the dispenser can freeze, damaging the dispenser.

**IMPORTANT:** The customer acknowledges that water, like other liquids, can cause damage to surfaces. The customer takes full responsibility for placing the dispenser within a residence or business and acknowledges that failure to address drips, leaks or spillages is at the customer’s risk.

**WARNING:** The Limited 1-Year Warranty and Underwriters’ Laboratory and CE listings for the dispensers are invalidated if any alterations, modifications, or use or misuse in combination with any other machines or devices is deemed to be the source of any claim. See warranty document for complete terms and conditions. DS Services of America, Inc. accepts no liability (including for bodily injury) resulting from any alterations, misuse, neglect, accidents, improper installations or repairs. The appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, without supervision by a person responsible for their safety.