

COFFEEMAKER INSTRUCTIONS

1. With basket and stem removed, fill coffeemaker with COLD water. Marks on inside of coffeemaker show water level.
 2. Press stem into heating unit (well) in bottom of coffeemaker; put basket on stem. Put coffee in the basket. Spread evenly in basket, use the chart below to determine amount of coffee.
 3. Place cover on coffeemaker, twisting to lock cover in place inside handles.
 4. Plug cord into a 120 volt AC grounded electric outlet only. This rental item must be used on an isolated electrical circuit. This item will not operate properly on a shared circuit. Turn switch to 'on'.
 5. The coffeemaker will stop perking automatically. Coffee will remain at serving temperature as long as coffeemaker is plugged in (and/or if switch is 'on').
- TIP:** Before serving, unlock and remove cover. Using a hot pad, remove coffee basket and stem. If not removed bitter oils from the coffee grounds will drip into the coffee. Replace cover making sure it locked into the handle slots.
6. For serving by the cup, press faucet handle down. Release when cup is full. For a continuous flow when filling coffee server, lift handle straight up until it locks into the open position. Lower handle when full.
 7. When about three cups of coffee remain in coffeemaker unplug cord from the wall outlet (and/or turn off switch).
 8. To reheat coffee there must be at least 6 cups of coffee in the coffeemaker. Simply plug in (and/or turn switch on).

How much coffee to use:

1. 100 cup Coffeemaker:

<u>Water Level</u>	<u>Strong</u>	<u>Mild</u>
100 cups	8 cups	6 1/4 cups
80 cups	6 1/2 cups	5 cups
60 cups	5 cups	4 cups
40 cups	3 1/2 cups	2 1/2 cups

Do not make less than 40 or more than 100 cups of coffee at one time.

2. 55 cup Coffeemaker:

<u>Water Level</u>	<u>Strong</u>	<u>Mild</u>
55 cups	5 cups	3 1/2 cups
45 cups	4 cups	2 2/3 cups
35 cups	3 1/4 cups	2 cups
25 cups	2 1/4 cups	1 1/4 cups

Do not make less than 25 or more than 55 cups of coffee at one time.

3. 30 cup Coffeemaker:

<u>Water Level</u>	<u>Strong</u>	<u>Mild</u>
30 cups	2 3/4 cups	1 3/4 cups
24 cups	2 1/4 cups	1 1/2 cups
18 cups	1 3/4 cups	1 1/4 cups
12 cups	1 1/4 cups	1 cup

Do not make less than 12 or more than 30 cups of coffee at one time.