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Coffee Urn

Coffee Urn Information Sheet

ELECTRICAL REQUIREMENTS:

- The coffee urn requires a 15 amp, 110 volt outlet.

HOW TO OPERATE:

1. Plug machine directly into outlet, do not use an extension cord.
2. Fill coffee urn with COLD water to desired amount. Do not use hot water or coffee urn will not brew.
3. Pour coffee into basket
4. Insert wide end of stem into heating well at the bottom of coffee urn and insert opposite end of stem into center of basket.
5. Plug coffee urn into a standard electrical outlet. Coffee urns consume considerable amounts of power. Urns are to be plugged in different outlets and on different circuits.
6. When coffee has finished brewing, remove basket containing coffee grounds. The urn will continue to keep the coffee hot.

CLEANING INSTRUCTIONS

- Remove any residue coffee and coffee grounds and rinse out the basket and the interior of the urn.
- Never immerse the coffee urn in water!

TROUBLE SHOOTING TIPS

- If urn is leaking, check to make sure that the gauge cap, located at the top of the view tube is tight or the dispensing faucet is tight.
- There is no power, ensure that the urn is switched on or that the outlet is generating power.
- If an extension cord is to be used with the coffee urn, it must be 12-Gauge or Greater.

100 CUP URN		
Brewing Time: approx 1 hour, 30 minutes		
	Measure of Ground Coffee	
Water Level	Strong	Mild
100 cups (max.)	8 cups	6 ¼ cups
80 cups	6 ½ cups	5 cups
60 cups	5 cups	4 cups
40 cups (min)	3 ½ cups	2 ½ cups
*Do not make less than 40 cups or more than 100 cups of coffee at one		

Thank you for your cooperation, Have a great Event!
Should any problems arise or if you have any questions contact us
anytime at (780) 205-7368.