

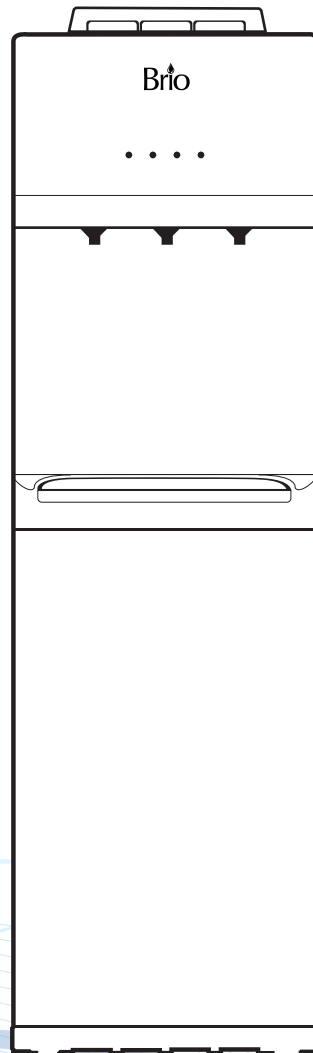


USER'S MANUAL

**Top-Load
Water Cooler**

**MODEL NO.
CLTL520**

Thank you for purchasing a Brio water cooler.
Please read this user's manual thoroughly for
using the water coolers safely and appropriately.





SAFETY INFORMATION:

- The water dispenser should never be turned upside down or tilted more than 45 degrees.
- If the unit has been resting on its side for a long period of time, place the unit in the upright position for approximately 12 hours before turning it on.
- Water dispenser should be installed indoors on a level floor and kept in a dry place away from direct sunlight.
- To ensure proper ventilation, users should leave 4 inches (10 centimeters) around the back and sides of the water dispenser.
- If the dispenser needs to be moved, users should unplug it and wait approximately 1 hour before moving the unit.

IMPORTANT NOTE: The dispenser should only be lifted by the handle located on the rear of the unit. Do not lift the dispenser by the faucets as this part may break and cause leaks.

- This dispenser should only be used with water. Do not use coffee, tea or other beverages as they can damage the unit.
- Do not use this dispenser with water that is microbiologically unsafe or of unknown quality.
- Water dispenser is compatible with 3- or 5-gallon (12- or 19- liter) water bottles.
- Clean up all water spills after loading or unloading water bottles from the dispenser.
- Before the water dispenser can be serviced it must first be unplugged.
- Cleaning of the dispenser is advised to ensure that the dispenser can service consumers safely and efficiently. Regular cleaning of the water dispenser is required for the warranty.
- Ensure the dispenser stands upright for 2 hours before loading water bottle, plugging in or turning the unit on.
- Children should not use the dispenser's hot water spout without adult supervision.

WARNING: The dispenser heats up hot water to approximately 194 degrees Fahrenheit (90 degrees Celsius). Hot water at temperatures greater than 125 degrees Fahrenheit (52 degrees Celsius) can cause severe burns. Children should not use the hot water dispenser without adult direct supervision.

- Prior to turning on the unit users should ensure that the electric socket is properly grounded on the floor. If the appliance is improperly grounded, it may result in an electric shock.

IMPORTANT NOTE: To provide additional protection from the risk of shock, the dispenser must always be connected to a ground fault circuit interrupter (GFCI) outlet. Use of an extension cord will void any warranties. See warranty document for complete terms and conditions.

BEGIN INSTALLATION:

1. Ensure water dispenser stands upright for a minimum of 2 hours before installing the water bottle in the cooler cabinet.
2. Place the dispenser a minimum of 4 inches away from the wall to ensure ventilation.
3. Do not install the dispenser where it will be subject to direct sunlight, heat or moisture.
4. Install the dispenser's drip tray by clipping it into place on the front of the water dispenser.

IMPORTANT NOTE: To prevent dry heating, do not turn on the dispenser or the heating and cooling switch on the back of the unit until completing the following steps below.

5. Ensure water dispenser stands upright for a minimum of 2 hours before installing the water bottle in the cooler cabinet.
6. Place the dispenser a minimum of 4 inches away from the wall to ensure ventilation.
7. Do not install the dispenser where it will be subject to direct sunlight, heat or moisture.
8. Install the dispenser's drip tray by clipping it into place on the front of the water dispenser.

Bottle Installation: Water bottles are not included with the cooler and must be purchased separately. It is recommended that users purchase water bottles equipped with a 55-millimeter push cap.

1. Remove the plastic seal on top of the bottle, but do not remove the protective cap from the water bottle.
2. Lift and turn the bottle upside down and place it securely on the bottle support collar and allow the dispenser to fill with water.

IMPORTANT NOTE: The bottle support collar on the top of the water dispenser is engineered with a special anti-leak proof system to prevent accidental loss of water, so users can install the bottle without worrying about leaks.

1. Wait 5 minutes for the water tanks to fill with water before attempting to use the dispenser.
2. Next, to remove air from the tanks, place a cup under the water spigot, and hold down each lever until water comes out.
3. Drain at least 4 cups (1 liter) of water before initial use.
4. Once completed, plug the water dispenser into a grounded outlet and flip on the heating and cooling switch located on the back of the cooler.
5. Hot and cold water will be available when the indicator lights on the front of the cooler turn on.

OPERATION AND MAINTENANCE:

Ready-To-Dispense Indicator Lights – Include a table indicating what the lights on the color mean.

Cold Water Faucet and Hot Water Faucet

- Press the right lever to dispense cold water and the left lever to dispense hot water.
- The hot water lever is equipped with a child safety lock to prevent injuries such as burns.
- To dispense hot water, unlock the child safety lock by pressing the button located above the hot water spigot, and then press down on the lever.
- Be careful when dispensing hot water. Children should not use the water dispenser unless they are supervised.
- When the water bottle is empty, cold water will still be available for a small volume, but hot water will not be available.

Dispenser and Drip Tray

- **Dispenser:** Clean the dispenser using a soft damp cloth. Never use abrasive cleaning materials or implements to clean the dispenser. Once the dispenser has been cleansed dry it with a soft cloth.
- **Drip Tray:** Clean the drip tray with a neutral detergent and a soft cloth.

Radiator Condenser

- A radiator is mounted on the back of the dispenser. If it is too close to a wall, or when the radiator gets covered in dust, the cooling efficiency will be reduced. Dust off the radiator with a soft brush or vacuum. This should be done regularly.

Check the Power Cord/Plug

- Continuously check to ensure that the power cord is not damaged or overheating and that no heavy objects are placed on it.

WARNING: Failure of the power cord could lead to fire or shock hazards.

Draining the Reservoirs

- Drain the reservoirs before and after cleaning, when going on vacations or if not using the dispenser for long periods of time.
 - Remove the water bottle.
 - Place cups at both spigots and dispense water until water no longer comes out.
 - Place a bucket underneath the drain valve on the back of the dispenser.
 - Open the drain valve and let the water flow into the bucket.

CAUTION: Before draining hot water, wait 1 hour after turning power off to allow water to cool down.

Checking for Leaks

- If the water bottle is not firmly fixed to the no-spill system, or when the drain cork is not closed completely, leakage may occur. Frequently check if there are any leaks on the back or bottom of the water bottle and unit.
- If there are any leaks, drain the cold water through the water outlet on the back of the dispenser. Drain the hot water by removing the cap from the hot water drain valve.

TROUBLESHOOTING

Please check the following items prior to asking for repair

Troubles	Things to check	Troubleshooting
Water does not come out (Cold Water & Hot Water)	Is the bottle empty?	Replace with a new bottle.
	Is the air inside the Tank removed completely?	Press and hold the lever until the water comes out through Hot Water Faucet.
Cold water does not come out	Is the power cord unplugged?	Check the power cord.
	Is the power appropriately supplied? Has the circuit breaker tripped?	Check the Distribution board.
	Is the capacity for producing cold water exceeded by your demand? Is the remaining cooling time too short?	Reduce consumption to within capacity specified for the dispenser.
	Is the temperature too high?	Install in a place where the air is well circulated. Do not expose to direct sun light.
	Are there dust on the radiator condenser?	Clean the radiator condenser mounted on the back.
	Is the back of the dispenser too close to a wall?	Install with 15cm separated from a wall. Reinstall to allow the radiator condenser to be cooled down.
Hot water does not come out	Is the power cord unplugged?	Check the power cord.
	Is the power off? Is Circuit Breaker closed?	Check the plug board.
	Is the capacity for producing hot water exceeded by your demand?	Reduce consumption to within capacity specified for the dispenser.
	Is hot water switch turned off?	Turn on Hot Water Switch mounted on the back.
Dispenser is leaking	Is either the Hot or Cold faucet leaking?	If the faucets are loose, firmly fasten them.
	Is the Hot Water Drain leaking?	Firmly fasten the cap of Hot Water Drain.
	Is the water condensing on the surface of Tank?	Install the dispenser in a cool place.
Bottle is leaking	Is the Tank leaking?	Take off the bottle and then drain the water (contact the shop you purchased the dispenser from).
	Is the bottle correctly inserted in the No-Spill System?	Put in the bottle correctly.
	Is the bottle broken or cracked?	Replace with a new bottle.
Noise	Is the dispenser making a vibrating noise?	Make sure that it is installed on a level solid horizontal surface.
	Is the dispenser in contact with a wall or other products?	Keep the designated space away from a wall or other products.

Repair & After Sales Service

Unplug the power cord and contact a representative from whom you purchased the dispenser.

● Please provide us with the following information ●

- (1) Name (Company Name) and Address
- (2) How to contact the staff in charge of the dispenser
- (3) Details of problems encountered.

