

# OPERATING & SAFETY GUIDE

## COFFEE PERCOLATOR

### GENERAL SAFETY

Contact Event Hire for information and advice on the suitability and safety of this type of equipment. There is a risk of injury if you do not follow the instructions printed in this guide.

This equipment should only be used by a competent adult who has read and understood these instructions. Anyone with a temporary or permanent disability should seek expert advice before using the equipment.

Keep all children, animals and bystanders away from the work area. Ensure the floor of the work area is free from trip hazards and non-slip. Never use the equipment if you are ill, tired or under the influence of alcohol or drugs.

Never operate electrical switches with wet hands. Always switch off and unplug the equipment from the power supply before moving or cleaning.

Check the equipment before use, if it shows signs of damage request a replacement.

### ELECTRICAL SAFETY

The equipment is designed to plug directly into a standard 240volt, 13 amp socket. Make sure the equipment and power socket are switched off before plugging into the power supply.

If the equipment fails to operate or the power cable or plug becomes damaged, contact Event Hire. Do not try to repair it yourself.

Keep the power cable out of harm's way. Extension leads should be unwound fully, never run them through water, over sharp objects or where they may be a trip hazard.

Use a suitable RCD (Residual Current Operated Device) to reduce the risk of electric shock.

Ensure the water boiler and power socket are switched off before plugging in.

### OPERATING GUIDE

Position the unit where it is to be used and ensure that it is level. Ensure the surface is strong enough to take the weight when full, the unit is heavy when full.

The unit should be positioned to give easy access to the user yet sufficiently out of the way to reduce the risk of it being touched or knocked.

Remove the lid by rotating so that the retaining lugs slide out from the handles.

Pour cool water into the urn to the desired level as seen on the water level indicator (minimum 25 cups).

### OPERATING GUIDE cont'd

Fill the filter basket with medium or percolator ground coffee to the corresponding level marked on the inside of the filter basket.

8mm 25 cups 160 – 175g  
16mm 50 cups 320 – 350g  
24mm 75 cups 480 – 525g  
32mm 100 cups 650 – 750g

These are rough guidelines only and should be adjusted to suit the coffee used and strength required.

Cover the filter basket by the basket cover.

Slide the basket tray onto the percolator tube and place inside the urn, making sure that the foot of the tube is positioned centrally in the well.

Slide the filter basket with cover onto the percolator tube then replace the urn lid.

Plug the mains cable into the mains supply and press the power switch to ON, the lamp in the switch will illuminate.

Brewing time approx 65 minutes

Temperature after brewing 94-97 degrees C  
Temperature after 1 hour approx 88 degrees C

When the coffee ready neon lights up, the brewing process is complete. The coffee will be kept at the correct temperature and coffee can be served. The tap has two positions, one self closing for smaller amounts, the other for self holding for continuous pouring. When there are only about 3 cups left in the urn, press the power switch to OFF and unplug from the mains supply.

For best taste do not keep longer than 2 hours.

Never attempt to move the urn with hot or cold water inside, always drain the unit first, using the dispensing tap.

### EQUIPMENT CARE

Always ensure there is sufficient water to cover the heating element, but never overfill or it could boil over.

Do not let the unit boil dry, the heater element may burn out. Once you have finished with the unit, switch off and unplug. Allow the unit to cool completely before draining off as much water as possible via the dispensing tap. Any remaining water can then be tipped out.

Pour some clean cold water into the unit, swill it around the tank and run it off via the tap.

### CLEANING

Disconnect from the mains supply before cleaning and allow the coffee percolator to cool.

Wash out the urn using clean water and a soft cloth.

DO NOT use sharp objects, metal scrapers, wire brushes or wire wool pads as they can scratch the steel.

DO NOT use bleach or any corrosive detergent as they will damage the surface of the unit.

Rinse thoroughly and finally wipe the exterior with a damp cloth.