

THREE SIMPLE STEPS FOR MAKING PERFECT COFFEE EVERY TIME

1. Remove coffee urn cover and basket. Check to see that spigot is closed. Fill Urn with cold, fresh tap water; see marking on the inside of Urn for number of cups that the Urn will make. Do not fill over this line. Be sure to use regular cold tap water. The brewing process is timed to begin from a cold water start.
2. Wet coffee basket to keep small particles of coffee from sifting through. Place desired amount of regular or percolator grind coffee in basket and place the on the pump stem. The following chart suggests the amounts of coffee to use for medium brew in the coffee Urn. The amount of coffee may be varied to suit personal taste; for milder brew, use less, for stronger brew, use more.
3. Replace the Coffee Urn cover, and plug into AC outlet. To avoid unnecessary strain on the heating mechanism, **PLUG IN COFFEE URN AFTER THE WATER AND COFFEE ARE ADDED.** Also, be sure to unplug the Urn when only 1 or 2 cups of coffee remain. **USE on AC current ONLY.** When coffee is brewed to perfection, percolating will stop and the red indicator light will come on. A special temperature control mechanism will automatically keep coffee at ready-to-serve temperature for hours. If the brewed coffee is to be kept hot for over an hour, the coffee basket and the pump stem should be removed as soon as the coffee is made so bitter oils from the coffee grounds do not affect the flavor of the coffee.



The number of 5-ounce cups	The amount of coffee*
12	1 1/4 cups
18	1 3/4 cups
24	2 1/2 cups
30	3 cups
36	3 1/2 cups
42	4 cups
48	4 1/2 cups
55	1 pound can

* Use Standard measuring cups

IMPORTANT SAFEGUARDS

When using electrical appliances, basic safety precautions should always be followed, including the following:

1. Read all instructions.
2. Do not touch hot surfaces. Use handles or knobs.
3. To protect against electrical hazards, do not immerse cord, plugs, or base in water or other hot liquid.
4. Close supervision is necessary when any appliance is used near children.
5. Unplug from outlet when not in use and before cleaning. Allow to cool before putting on or taking off parts, and before cleaning the appliance.
6. Do not operate any appliance with a damaged cord or plug or after the appliance malfunctions, or has been damaged in any manner. Return appliance to rental center immediately.
7. The use of accessory attachments is not recommended by the appliance manufacturer and may cause hazards.
8. Do not use outdoors
9. Do not let cord hang over edge of table or counter, or touch hot surfaces.
10. Do not place on or near a hot gas or electric burner, or in a heated oven.
11. Do not use appliance for other than intended use.
12. In replacing the cover, make sure that it is seated all around the rim of the body. To remove, grasp knob and lift off. For models with cover locking device, replace cover by seating it on the urn with tabs exposed and turning it in a clockwise direction until cover tabs enter completely into slots of handles. To remove, grasp knob, turn in a counter clockwise direction to release tabs from handles and lift off.
13. Scalding may occur if the lid is removed during the brewing cycles.

CLEANING INSTRUCTIONS

AFTER USE REMOVE URN COVER AND BASKET AND RINSE. FLUSH OUT UNIT WITH SPIGOT OPEN USING CLEAN WARM WATER. WIPE OUTER PART OF UNIT WITH DAMP CLOTH AND CLEAN WATER. HAND DRY ALL PARTS AND RE-ASSEMBLE.



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