

#601234  
Quick Start Guide

# BOTTLED WATER DISPENSER



## LIMITED WARRANTY

Primo Water Corporation, ("Vendor") warrants to the original purchaser of this dispenser, and to no other person, that if this dispenser is assembled and operated in accordance with the printed instructions accompanying it, then for a period of one (1) year from the date of purchase, all parts in such dispenser shall be free from defects in material and workmanship. Vendor may require reasonable proof of your date of purchase from an authorized retailer or distributor. Therefore, you should retain your sales slip or invoice. The Limited Warranty shall be limited to repair or replacement of parts, which prove defective under normal use and service and which Vendor shall determine in its reasonable discretion upon examination to be defective. Before returning any parts, you should contact Vendor's Customer Service Department using the contact information listed below. If Vendor confirms, after examination, a defect covered by this Limited Warranty in any returned part, and if Vendor approves claim, Vendor will replace such defective part without charge. If you return defective parts, transportation charges must be prepaid by you. Vendor will return replacement parts to original purchaser, freight or postage prepaid.

The Limited Warranty does not cover any failures or operating difficulties due to accident, abuse, misuse, alteration, misapplication, improper installation or improper

maintenance or service by you or any third party, or failure to perform normal and routine maintenance on the dispenser, as set out in the User's Manual. In addition, the Limited Warranty does not cover damages to the finish, such as scratches, dents, discoloration or rust after purchase.

The Limited Warranty is in lieu of all other express warranties. Vendor disclaims all warranties for products that are purchased from seller other than authorized retailers or distributors. AFTER THE PERIOD OF THE ONE (1) YEAR EXPRESS WARRANTY, VENDOR DISCLAIMS ANY AND ALL IMPLIED WARRANTIES, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FURTHER, VENDOR SHALL HAVE NO LIABILITY WHATSOEVER TO PURCHASER OR ANY THIRD PARTY FOR ANY SPECIAL, INDIRECT, PUNITIVE, INCIDENTAL, OR CONSEQUENTIAL DAMAGES. Vendor assumes no responsibility for any defects caused by third parties. This Limited Warranty gives the purchaser specific legal rights; a purchaser may have other rights depending upon where he or she lives. Some jurisdictions do not allow exclusion or limitation of special, incidental or consequential damages, or limitations on how long a warranty lasts, so the above exclusion and limitations may not apply to you.



WINSTON-SALEM, NC 27101  
866-429-7566

[WWW.PRIMOWATER.COM](http://WWW.PRIMOWATER.COM)

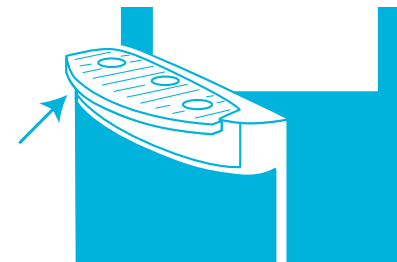
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# QUICK START GUIDE

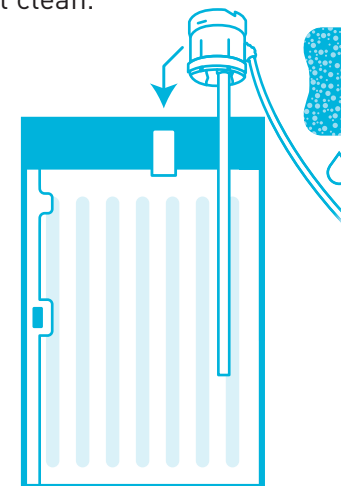
**1** Place the dispenser on the floor in the desired location in your home. If the surface is uneven, rotate the back feet to level out the dispenser.



**2** Slide drip tray into place.

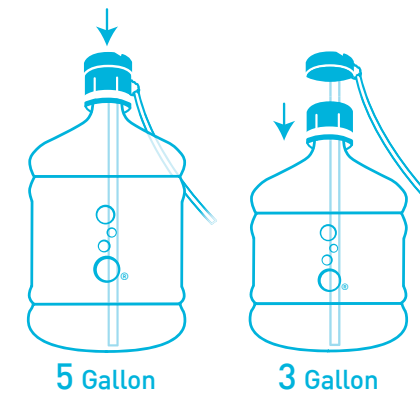


**3** Clean probe with a damp cloth and dish soap. (Visit [www.primowater.com](http://www.primowater.com) for detailed cleaning instructions.) Place probe assembly on hanger inside door to keep it clean.



Inside of door

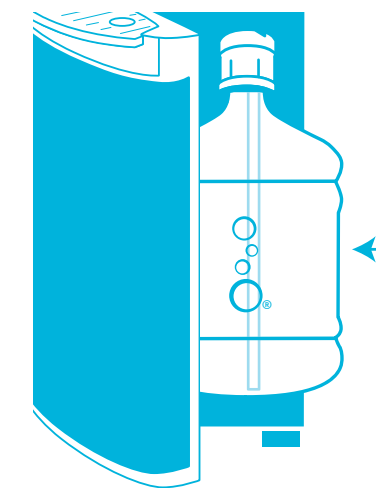
**4** Grab a bottle of Primo® water and fully remove the cap. Insert probe assembly into bottle. Press firmly to secure assembly over bottle opening. For 3 and 4-gallon bottles, squeeze the tabs on the top of the probe assembly to separate the probe cap from the collar and press the collar securely over the bottle opening.



5 Gallon

3 Gallon

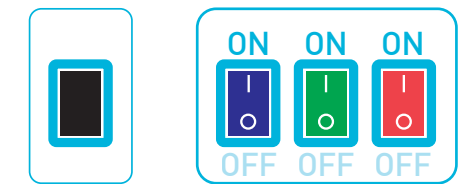
**5** Slide bottle inside the cabinet and close cabinet door.



**6** Plug dispenser into a ground fault circuit interrupting (GFCI) outlet. You will hear the dispenser begin to pump water to fill the internal hot and cold tanks.



**7** Turn on desired functions by flipping the switches on the back of the dispenser to the ON position.  
Blue – nightlight  
Green – chills water  
Red – heats water  
Black – activates self-sanitization (press and hold for 5 seconds)



**8** Once the dispenser has stopped filling the internal tanks, dispense and dispose at least 1 quart (approximately 2 pint glasses) of water.



**9** Your water will be ready to dispense fully chilled in approximately 1 hour or piping hot in approximately 12 minutes.



**10** Register your dispenser at [www.primowater.com](http://www.primowater.com) to activate your warranty.

# OPERATING INSTRUCTIONS

## DISPENSING COLD WATER

1. Water will take approximately 1 hour after initial set up to become completely chilled. Cooling light will stop flashing once the water has been fully chilled.
2. Press the blue cold water button to unlock, then depress the silver dispensing control to dispense cold water. Release to stop dispensing. If you haven't depressed the silver dispensing control after 3 seconds, the cold water button will return to the locked position.

## DISPENSING HOT WATER

1. Water will take approximately 12 minutes after initial set up to reach its hottest temperature. Heating light will stop flashing once the water has been fully heated.
2. Press the red hot water button to unlock, then depress the silver dispensing control to dispense hot water. Release to stop dispensing. If you haven't depressed the silver dispensing control after 3 seconds, the hot water button will return to the locked position.

**CAUTION:** This unit dispenses water at temperatures that can cause severe burns. Avoid direct contact with hot water. Keep children and pets away from the unit while dispensing. Never allow children to dispense hot water without proper and direct supervision. Disable the heating feature by switching the heating convenience switch on the back of the unit to the off position or unplug the unit.

## REPLACING THE BOTTLE

When your bottle is empty, the empty bottle light will flash. To prevent freeze-up or over-heating, the dispenser will not heat or cool water when the bottle light is flashing. Replace the bottle as soon as possible to re-enable cooling and heating.

1. Open dispenser cabinet door and slide empty bottle out of cabinet.
2. Remove probe assembly from the empty bottle and place it on the probe hanger.
3. Set empty bottle aside.

4. Remove the entire plastic cap from the new bottle.
5. Place probe into the bottle and slide the collar down until it clicks into place. Press on the top of the probe until the tube touches the bottom of the bottle. For 3 and 4-gallon bottles, squeeze the tabs on the top of the probe assembly to separate the probe cap from the collar and press the collar securely over the bottle opening.
6. Slide the bottle into the cabinet and close the door.

## CLEANING & MAINTENANCE

For best taste, performance, and hygiene, clean your cabinet, controls, bottle probe and spout each time you replace your water bottle. Use a clean, soft cloth and food grade sanitizer or bleach.

Empty and clean drip tray as needed. Visit [www.primowater.com](http://www.primowater.com) for detailed cleaning instructions.

The self-sanitizing feature will automatically begin a cycle every 24 hours following the time of the first cycle. To begin the first cycle, press and hold the black switch on the back of the dispenser for 5 seconds. Unplugging the dispenser will reset the time that sanitization begins.

Note: The self-sanitization cycle takes 45 minutes to complete. We do not recommend dispensing or drinking water during this cycle as it may have a slight smell from the harmless ozone. This smell will completely dissipate a couple of minutes after the cycle is complete. We recommend setting the sanitization cycle to begin during a period when the dispenser will not be in use, such as overnight or when staff will not be in the office.

For additional assistance or instructional videos for maintaining and operating your dispenser visit our customer support page at [www.primowater.com](http://www.primowater.com) or call us at 1-866-429-7566. Our US-based customer service team would be happy to help!

# FEATURES

