

ITCB DAILY CLEANING INSTRUCTIONS

BREWER



STEP 1

Once a day, clean and sanitize both of the brew funnels, funnel tip and screen assembly.



STEP 2

Wipe the sprayhead panel clean with a damp cloth. Wipe down the entire outside surface of the brewer with a clean damp cloth.

TF SERVER



STEP 1

Remove the lid, fill server with cleaning solution and thoroughly clean the inside of server.



STEP 2

Rinse server thoroughly using fresh water rinse.



STEP 3

Fully fill server with sanitizing solution for 5 minutes then drain through fully open faucet.

TEA RESERVOIR



STEP 1

Once a day, turn the faucet in a counterclockwise direction and remove the faucet from the dispenser. Unscrew the faucet cap from the faucet body and disassemble all faucet parts.



STEP 2

Transfer these parts to a three compartment sink for cleaning. Fill the first sink with a soap solution using a mild detergent, the second sink is used for clean rinse, and the third sink with a sanitizer solution (75°F warm chlorine solution of at least 50-100 ppm).



STEP 3

Use a bristle brush to thoroughly scrub the faucet body.



STEP 4

Allow the parts to soak in a sanitizer solution for a minimum of ten minutes.



STEP 5

Remove the faucet parts from the sanitizer solution and rinse thoroughly. Allow parts to air dry over night.



STEP 6

Thoroughly clean the entire inside surface of the dispenser and the faucet shank using a small brush mild detergent and water solution. Thoroughly rinse the dispenser with clean water.



STEP 7

Prepare a sanitizer solution in a clean bucket (1/4 gallon). Use a commercial sanitizer that has 50-100 ppm of available chlorine with a concentration level of at least 3% available chlorine.



STEP 8

Pour a small amount of sanitizer solution into the dispenser. Use a bristle brush to clean all the way through the faucet shank. Repeat several times.



STEP 9

Thoroughly rinse the dispenser with clean water. Allow the dispenser to air dry over night.



STEP 10

Assemble the faucet components and attach the faucet to the dispenser turning clockwise.

DO NOT KEEP BREWED BEVERAGES OVERNIGHT

ITCB

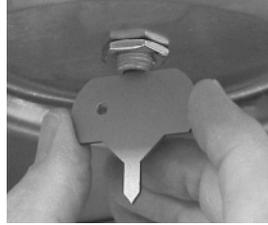
WEEKLY CLEANING INSTRUCTIONS

BREWER**STEP 1**

Once a week, remove the sprayhead.

**STEP 2**

Remove the gasket to separate the two halves. Clean and sanitize all parts. Verify all the holes are open.

**STEP 3**

Use the long end of sprayhead cleaning tool to clean the sprayhead outlet fitting.

**STEP 4**

Reinstall sprayhead on brewer.

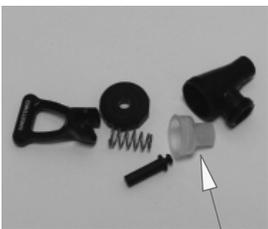
TEA RESERVOIR**STEP 1**

Once a week, fill the dispenser with a chlorine solution (75°F warm chlorine solution of at least 50-100 ppm).

**STEP 2**

Draw a small amount (2 oz.) of presoak through the faucet making contact with the faucet components. Allow the dispenser to soak overnight. The next morning, perform the daily cleaning procedures on the faucet and dispenser.

MONTHLY CLEANING INSTRUCTIONS

TEA RESERVOIR**STEP 1**

Once a month, replace the faucet seat cup. Discard the old seat cup.

**STEP 2**

The faucet assembly can be ordered for replacement.

DO NOT KEEP BREWED BEVERAGES OVERNIGHT