

APEX TENT AND PARTY

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DIRECTIONS AND INFORMATION FOR THE COFFEE MAKER

55 CUP COFFEE MAKER			100 COFFEE MAKER		
WATER LEVEL	MEASURE OF GROUND COFFEE		WATER LEVEL	MEASURE OF GROUND COFFEE	
	STRONG	MILD		STRONG	MILD
55 CUPS	6 CUPS	4 CUPS	100 CUPS	10 CUPS	7 ½ CUPS
45 CUPS	5 CUPS	3 1/2 CUPS	80 CUPS	8 CUPS	6 CUPS
35 CUPS	3 ¾ CUPS	2 ¾ CUPS	50 CUPS	6 CUPS	4 ½ CUPS
25 CUPS	2 ¾ CUPS	2 CUPS	40 CUPS	4 CUPS	3 CUPS
DO NOT MAKE FEWER THAN 25 CUPS OR MORE THAN 55 CUPS OF COFFEE AT ONE TIME			DO NOT MAKE FEWER THAN 40 CUPS OR MORE THAN 100 CUPS OF COFFEE AT ONE TIME		

OPERATING INSTRUCTIONS:

Always use coffee maker on a dry, level surface. With basket and stem removed. Fill coffee maker with COLD water. Marks on inside of coffee maker show water level. Press stem into heating unit "well" in bottom of coffee maker, then put basket on stem. Use course ground coffee in basket, making sure it does not fall into the stem. Make sure your coffee is intended for "electric perk grind" NOT "drip grind" coffee. Follow above chart for amount to use (use standard cup measure as used for measuring flour, sugar, etc. to measure grounds). Pour grounds evenly in basket. Place lid tightly on coffee maker. If your coffee maker has a lock-on lid, place cover on coffee maker, twisting to lock lid in place inside handles. Plug coffee maker into properly grounded outlet. If your coffee maker has a switch, turn it ON. The coffee maker will stop perking automatically when coffee is done brewing (each cup requires no longer than 1 minute brewing). Coffee is ready when red light in base comes ON. Coffee will remain at serving temperature as long as coffee maker is plugged in (and/or switch is on). Before serving unlock and remove lid (some condensation may form on inside of the lid and handles which is normal). Using a hot pad or pot holders, remove coffee basket and stem, replace the lid making sure it is all the way on. To fill a cup, press spigot handle down, release spigot handle when filled. For a continuous flow when filling a coffee server, lift spigot handle straight up until it locks into open position. Lower spigot handle when sever is filled. When about 3 cups of coffee remain in coffee maker switch OFF and unplug.

IMPORTANT: ALWAYS USE COLD WATER WHEN FILLING COFFEE MAKER

CLEANING INSTRUCTINS: DO NOT IMMERSE COFFEE MAKER OR CORD IN WATER WHILE CLEANING. PLEASE EMPTY OUT COFFEE GROUNDS AND RINSE OUT COFFEE MAKER. RUN WATER THROUGH THE SPIGOT TO REMOVE ANY COFFEE.

IMPORPTANT: DO NOT IMMERSE COFFEE MAKER. DO NOT USE SCOURING PADS OR ANY TYPE OF ABRASIVE FOR CLEANING.

To obtain the best results from your coffee maker, please follow the instructions carefully. If you have any questions regarding the operation of the coffee maker please call APEX TENT AND PARTY 714-573-2000 during business hours.

