



We understand that business needs are changing rapidly, and as a result of the COVID-19 crisis, your Coca-Cola dispenser(s) may require additional steps to begin normal operation again. The following procedures provide additional guidance.

Choose equipment platform for start-up procedures

- Coca-Cola Freestyle platform procedures (choose appropriate equipment image below)
- Legacy Dispenser Procedures
- Minute Maid Juice Procedures
- Gold Peak Variety Tea Tower or Gold Peak Brewed Tea Procedures
- Bar gun Procedures
- Additional resources:
 - Restoring water supply video
 - Replenish CO2 supply video
 - Restoring power supply video
 - Replenish ice supply/carbonation video
 - Water filter startup procedures



If you need additional help or support, please feel free to call Coca-Cola at 800-241-2653 and ask to speak with myCoketech, who will be happy to assist.

Your Coca-Cola NAE or Fountain

- Mid Atlantic / Northeast: Robin Snyder robinsnyder@coca-cola.com 410-707-3149
- Southeast/South: Orson Brumbaugh obrumbaugh@coca-cola.com 404-213-0928
- Central: Scott Willis scottwillis@coca-cola.com 847-420-0027
- West: Angelo Lombardo alombardo@coca-cola.com 949-939-8541

- Account Coordinators:
 - Mid-Atlantic/Northeast/Central: Juanita Toprek jtoprek@coca-cola.com
800-531-2238 ext. 3013
 - Southeast/South/West: Marcel Janecka majanecka@coca-cola.com
800-531-2238 ext. 2639

Thank you for your continued business and partnership.

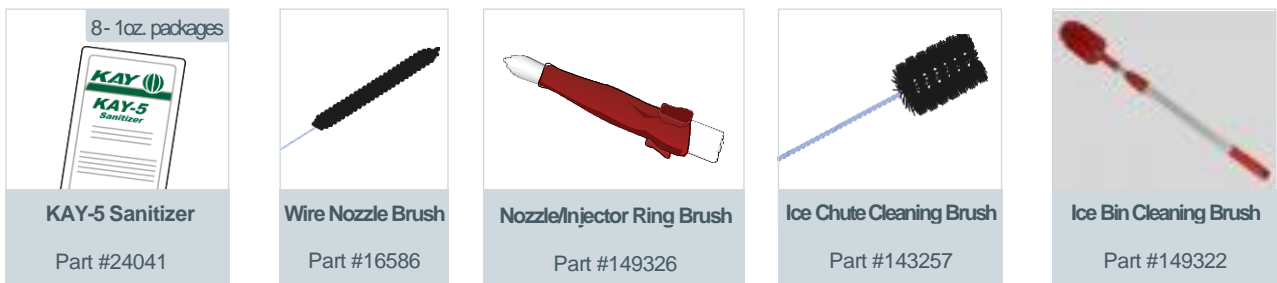
Memo: Coca-Cola Freestyle Extended Shutdown (72 Hours or more) Re-open Procedures (9000)



We understand that business needs are changing rapidly in the food service environment. As a result of the COVID-19 crisis, your Coca-Cola Freestyle dispenser may require additional steps to begin normal operation again. The following procedures provide additional guidance for your 9000 dispenser(s). Should you need additional help or support, please contact Coca-Cola at 1-800-241-COKE (2653). We appreciate your continued partnership and business!

Basic Cleaning

The following helpful parts for the basic cleaning protocols are available through Coca-Cola Freestyle Small Parts Program.



Basic cleaning protocols for re-open include:

- Clean and sanitize the ice bin and lid
- If an ice maker is installed, follow the specific manufacturer guidelines for cleaning of ice maker
- Follow established cleaning procedures for ice chute and exterior surfaces. *(see video link at end of document if help is needed on this step)*

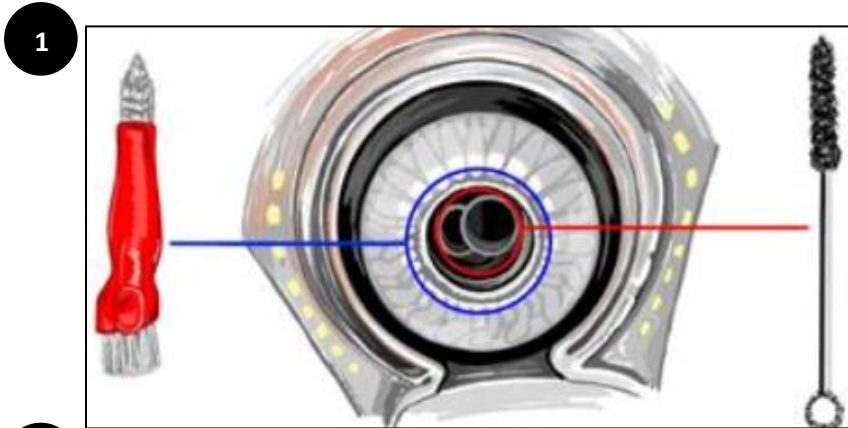
Unclogging the Nozzle

- **As a result of the extended down time and reduced dispenser usage, more extensive procedures are recommended for the nozzle injector ring and nozzle tip in order to clear clogs and ensure quality beverages are pouring for guests.**
 - Remove the nozzle tip and soak it in warm water.
 - While the nozzle tip is soaking:
 - Wet both ends of the angled nozzle brush in hot water.
 - Use both ends of the brush and clean the nozzle injector ring vigorously at an angle. A stabbing motion can be used



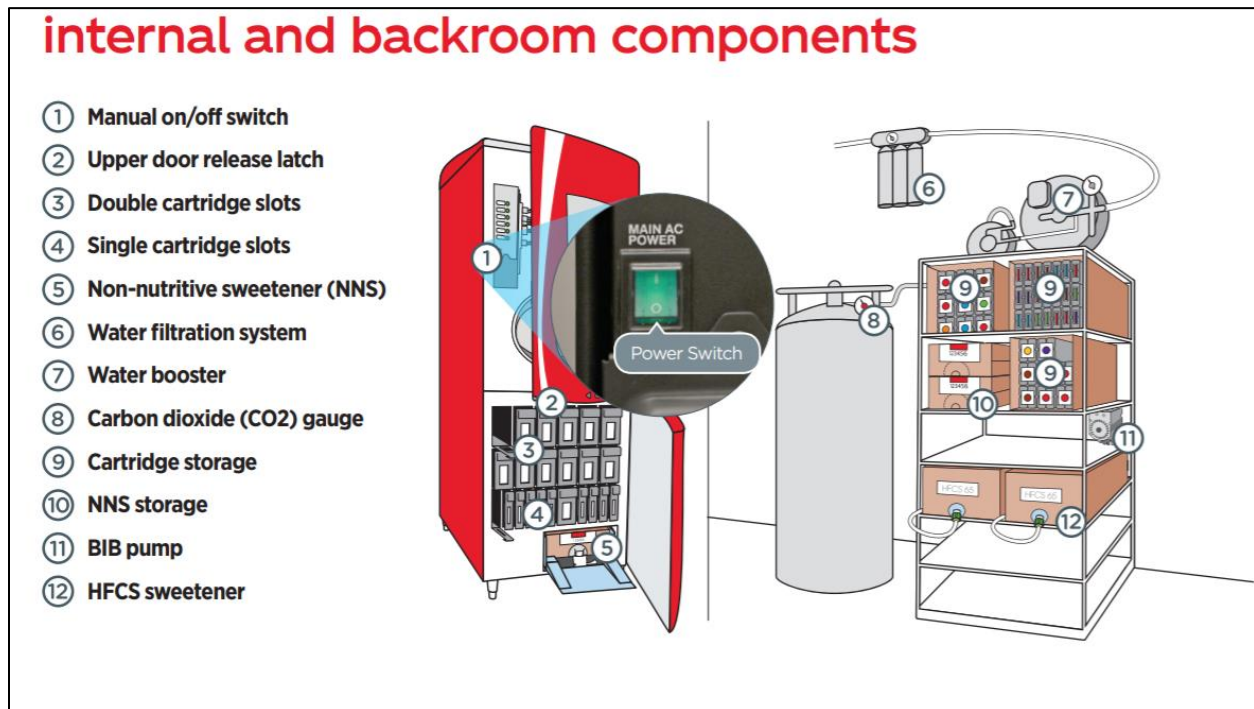
to remove clogs from the holes. The blue ring in picture 1 below notes the location of holes. Picture 2 also shows the location of the nozzle injector ring holes for scrubbing.

- Soak a clean rag or paper towel in hot water and hold it against the nozzle injector ring for 10 seconds and squeeze water into the holes
- Repeat these steps as often as necessary to loosen clogs
- Re-attach the nozzle tip



Water and Carbonation Systems

The following internal and backroom components illustration may be helpful in identifying equipment during this next section of procedures.



● **IN THE BACK ROOM:**

- Verify that the water filter is in bypass mode or not installed, as recommended during the shut-down instructions. If the water filter is installed and it can be removed, please remove it at this time. The filter will block chlorine.
- Turn on water to allow the lines to be flooded with municipal water, which includes chlorine.
- Plug in the water booster
- Ensure the CO2 tank is turned on.

● **AT DISPENSER:**

- If the dispenser is powered off, the door will need to be opened manually to access the power button:
 - Engage the manual door release at the lower left of the bottom door. A screwdriver or other sturdy tool that fits in the hole can be used. Once the bottom door is open, there is a manual door release at the bottom left of the upper door. The power button is at the lower left just inside the top door.



Manual Entry Button
Use the manual entry button for the lower door located at the bottom left hand corner of door.

- Turn on the CO2 at the dispenser.
- Plug in dispenser, if unplugged from the wall outlet
- Power on the dispenser with the green power switch

Ice and First Test Pour

- Check that the ice maker is working and re-set per manufacturing instructions, if needed. If it was turned off, turn on ice maker or manually fill the ice bin with ice.
- Navigate to the consumer mode screen on the dispenser (as shown below)



- Pour enough still water to fill a 32-ounce cup 4 times (or a total of 128 ounces).
- Pour enough Dasani Sparkling water or sparkling water to fill a 32-ounce cup 4 times (or a total of 128 ounces). This may require more than one pour.

Ingredients

- Check HFCS (High Fructose Corn Syrup) enjoy by date. Replace if empty or past the enjoy by date. Prime from the crew dashboard.
- Check NNS (Non-Nutritive Sweetener) enjoy by date. Replace if empty or past the enjoy by date. Prime from the crew dashboard.
- Check ingredient cartridge quantity and enjoy by date. **PLEASE NOTE: Per the Customer Relief Package developed due to COVID-19, Coca-Cola is able to offer a ONE TIME PRODUCT SHELF LIFE EXTENSION on applicable BIB & Freestyle products to minimize out of date product and write offs. An ingredient cartridge can be used 15 days past the enjoy by date printed on the cartridge. HFCS and NNS BIBs are not included in the 15-day extension.** Replace if necessary. Follow the prompts on the crew screen to prime the ingredients replaced.

- Ingredients should not have been removed, but if there are empty slots, please clean/sanitize the probe (as shown in the image to the right), and insert cartridges in the proper location following the ingredient map available on the crew dashboard. Not all 9000 dispensers have the ingredient map displayed on the screen. Ingredient map guidelines are also available at the following link: <https://ilearncocacola.com/wp-content/uploads/2020/04/9000-9100-Brand-Set-Map.pdf>

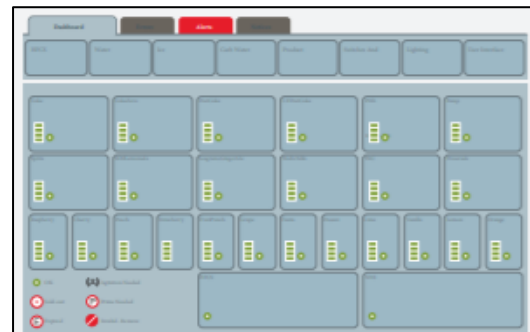


- Holding the RFID tag on the ingredient cartridge in front of the reader on the will also cause a red light to flash at the proper slot inside the dispenser (see image on the right) If help is still required, call 1-800-241-COKE



- RETURN TO THE BACK ROOM:** After performing the manufacturing recommended disinfecting process on the water filtration system, put the backroom water filters back in service.
- BACK AT DISPENSER** Pour enough still water to fill a 32-ounce cup 4 times (or a total of 128 ounces).
- Pour enough Dasani Sparkling water or sparkling water to fill a 32-ounce cup 4 times (or a total of 128 ounces). This may require more than one pour.
- Do a test pour on beverages, being sure to include diet drinks.

NOTE: If any ingredients will not pour, verify that the cartridge is not empty by checking the ingredient remaining information on the crew screen (see image on the right). If it is not empty and a drink still will not pour, it may be necessary to repeat the nozzle injector ring steps as discussed in the “Unclog the Nozzle” section.



Additional Cleaning Step

- Perform daily cleaning and sanitization of the nozzle ring and nozzle tip.

Taste Test

- Taste several beverages. **NOTE: Carbonation requires cold temperatures. If the ice maker was turned off or the manual fill bin is empty, it may take a few hours before the drinks taste like they have enough carbonation.**

Next Page

Previous Page

Helpful Video Links Should Additional Assistance Be Needed

[9000 - Cleaning Inside the Dispenser](#)

[9000 - Changing Cartridges](#)

[9000 - Keeping the Drain Flowing](#)

[9000 - Cleaning the Nozzle Injector Ring](#)

[9000- Changing NNS](#)

[9000- Changing HFCS](#)

[9000- Maintaining Ice](#)

[9000- Cleaning the Ice Chute](#)

[9000- Navigating the Crew Dashboard](#)

[Utilizing Crew Connect/MyCokeTech for all Dispensers](#)

[Use MyCokeTech/PhoneFix & Small Parts](#)

Memo: Coca-Cola Freestyle Extended Shutdown (72 Hours or more) Re-open Procedures (9100)



We understand that business needs are changing rapidly in the food service environment. As a result of the COVID-19 crisis, your Coca-Cola Freestyle dispenser may require additional steps to begin normal operation again. The following procedures provide additional guidance for your 9100 dispenser(s). Should you need additional help or support, please contact Coca-Cola at 1-800-241-COKE (2653). We appreciate your continued partnership and business!

Basic Cleaning

The following helpful parts for the basic cleaning protocols are available through Coca-Cola Freestyle Small Parts Program.



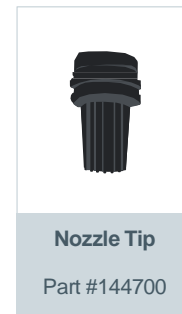
Basic cleaning protocols for re-open include:

- Clean and sanitize the ice bin and lid
- If an ice maker is installed, follow the specific manufacturer guidelines for cleaning of ice maker
- Follow established cleaning procedures for ice chute and exterior surfaces. *(see video link at end of document if help is needed on this step)*

Unclogging the Nozzle

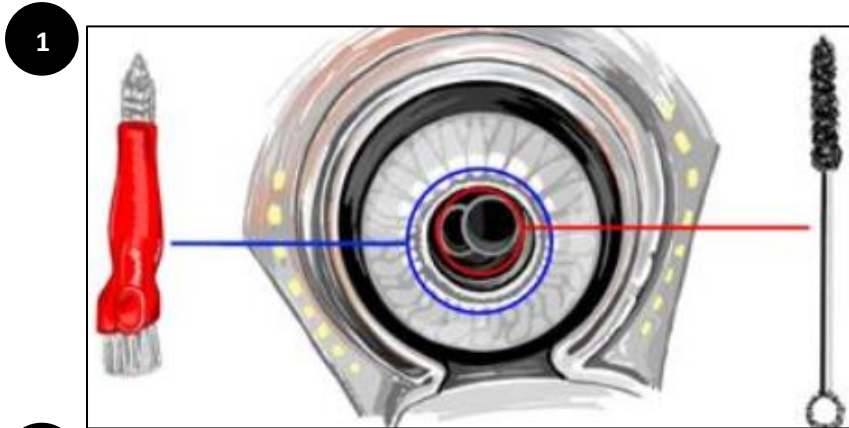
- **As a result of the extended down time and reduced dispenser usage, more extensive procedures are recommended for the nozzle injector ring and nozzle tip in order to clear clogs and ensure quality beverages are pouring for guests.**

- Remove the nozzle tip and soak it in warm water.
- While the nozzle tip is soaking:
 - Wet both ends of the angled nozzle brush in hot water.
 - Use both ends of the brush and clean the nozzle injector ring vigorously at an angle. A stabbing motion can be used



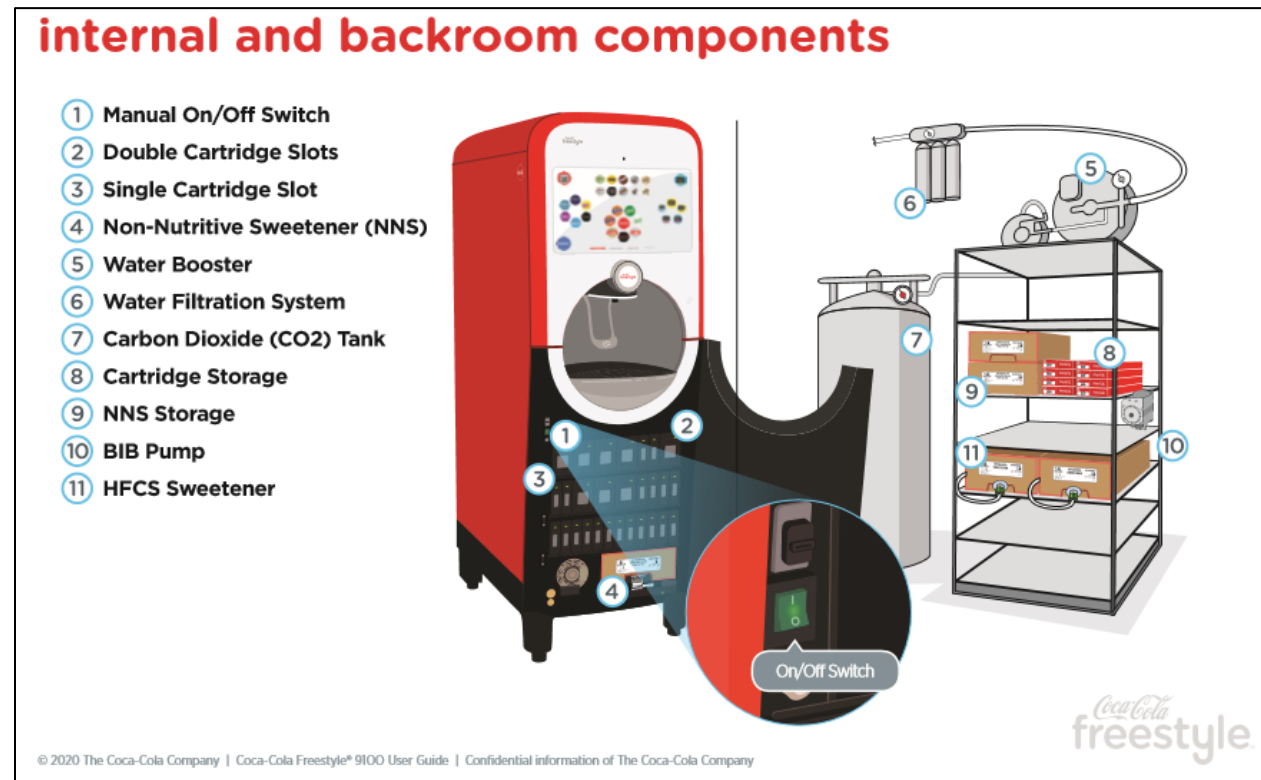
to remove clogs from the holes. The blue ring in picture 1 below notes the location of holes. Picture 2 also shows the location of the nozzle injector ring holes for scrubbing.

- Soak a clean rag or paper towel in hot water and hold it against the nozzle injector ring for 10 seconds and squeeze water into the holes
- Repeat these steps as often as necessary to loosen clogs
- Re-attach the nozzle tip



Water and Carbonation Systems

The following internal and backroom components illustration may be helpful in identifying equipment during this next section of procedures.



- **IN THE BACK ROOM:**

- Verify that the water filter is in bypass mode or not installed, as recommended during the shut-down instructions. If the water filter is installed and it can be removed, please remove it at this time. The filter will block chlorine.
- Turn on water to allow the lines to be flooded with municipal water, which includes chlorine.
- Plug in the water booster
- Be sure the CO2 tank is turned on.

- **AT DISPENSER:**

- If the dispenser is powered off, the door will need to be opened manually to access the power button:
 - Engage the manual latch at the lower left of the bottom door.



Manual Entry Button
Use the manual entry button for the lower door located at the bottom left hand corner of door.

- Turn on the CO2 at the dispenser.
- Plug in dispenser, if unplugged from the wall outlet
- Power on the dispenser with the green power switch

Ice and First Test Pour

- Check that the ice maker is working and re-set per manufacturing instructions, if needed. If it was turned off, turn on ice maker or manually fill the ice bin with ice.
- Navigate to the consumer mode screen on the dispenser



- Pour enough still water to fill a 32-ounce cup 4 times (or a total of 128 ounces).
- Pour enough Dasani Sparkling water or sparkling water to fill a 32-ounce cup 4 times (or a total of 128 ounces). This may require more than one pour.

Ingredients

- Check HFCS (High Fructose Corn Syrup) enjoy by date. Replace if empty or past the enjoy by date. Prime from the crew dashboard. See instructions on next page on how to access the crew dashboard.
- Check NNS (Non-Nutritive Sweetener) enjoy by date. Replace if empty or past the enjoy by date. Prime from the crew dashboard.

access dashboard



Access the dashboard one of the following ways:

- ① Using the secret handshake.
- ② Scanning the RFID tag on a cartridge.
- ③ Pressing the lower door manual entry button located at the bottom left corner of the door.



Secret Handshake
On the all brands consumer screen, place a finger on the lower left of the screen between the water icon and the red all brands button. Hold for 4 to 6 seconds to launch the dashboard.

Scanning Cartridge
Locate the RFID Tag (white stripe along the top of cartridge), scan the RFID tag in front of the RFID Reader to open the lower door. In doing so, the dashboard will appear on screen.

Manual Entry Button
Use the manual entry button for the lower door located at the bottom left hand corner of door.



© 2020 The Coca-Cola Company | Coca-Cola Freestyle® 9100 User Guide | Confidential information of The Coca-Cola Company

- Check ingredient quantity and enjoy by date. **PLEASE NOTE: Per the Customer Relief Package developed due to COVID-19, Coca-Cola is able to offer a ONE TIME PRODUCT SHELF LIFE EXTENSION on applicable BIB & Freestyle products to minimize out of date product and write offs. An ingredient cartridge can be used 15 days past the enjoy by date printed on the cartridge. HFCS and NNS BIBs are not included in the 15-day extension.** Replace if necessary. Follow the prompts on the screen to prime the ingredients replaced.
- Ingredients should not have been removed, but if there are empty slots, please follow the ingredient map available on the crew dashboard and be sure to clean/sanitize probes (see image on the right) and insert cartridges in the proper location. Ingredient map guidelines are also available at the following link: <https://ilearncoca-colafreestyle.com/wp-content/uploads/2020/03/Coca-Cola-Freestyle-Outlet-Closure-Procedures-3.18.2020-UPDATE.pdf> .
- **RETURN TO THE BACK ROOM:** After performing the manufacturing recommended disinfecting process on the water filtration system, put the backroom water filters back in service.
- **BACK AT DISPENSER** Pour enough still water to fill a 32-ounce cup 4 times (or a total of 128 ounces).



- Pour enough Dasani Sparkling water or sparkling water to fill a 32-ounce cup 4 times (or a total of 128 ounces). This may require more than one pour.
- Do a test pour on beverages, being sure to include diet drinks.

NOTE: If any ingredients will not pour, verify that the cartridge is not empty by checking the ingredient remaining information on the crew dashboard screen. If it is not empty and a drink still will not pour, it may be necessary to repeat the nozzle injector ring steps as discussed in the Unclog the Nozzle section.

Additional Cleaning Step

- Perform daily cleaning and sanitization of the nozzle injector ring and nozzle tip.

Taste Test

- Taste several beverages. **NOTE: Carbonation requires cold temperatures. If the ice maker was turned off or the manual fill bin empty, it may take a few hours before the drinks taste like they have enough carbonation.**

Helpful Video Links Should Additional Assistance Be Needed

[9100 -Maintaining Ice](#)

[9100 -Keeping the Drain Flowing](#)

[9100 -Cleaning the Nozzle & Injector Ring](#)

[9100 -Changing Cartridges](#)

[Utilizing Crew Connect/MyCokeTech for all Dispensers](#)

[Use MyCokeTech/PhoneFix & Small Parts](#)

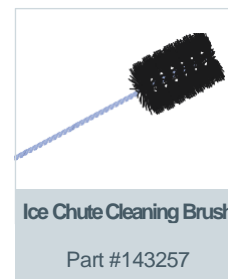
Memo: Coca-Cola Freestyle Extended Shutdown (72 Hours or more) Re-open Procedures (7000)



We understand that business needs are changing rapidly in the food service environment. As a result of the COVID-19 crisis, your Coca-Cola Freestyle dispenser may require additional steps to begin normal operation again. The following procedures provide additional guidance for your 9000 dispenser(s). Should you need additional help or support, please contact Coca-Cola at 1-800-241-COKE (2653). We appreciate your continued partnership and business!

Basic Cleaning

The following helpful parts for the basic cleaning protocols are available through Coca-Cola Freestyle Small Parts Program.



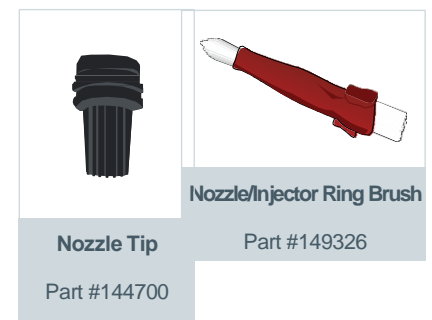
Basic cleaning protocols for re-open include:

- Clean and sanitize the ice bin and lid
- If an ice maker is installed, follow the specific manufacturer guidelines for cleaning of ice maker
- Follow established cleaning procedures for ice chute and exterior surfaces. *(see video link at end of document if help is needed on this step)*

Unclogging the Nozzle

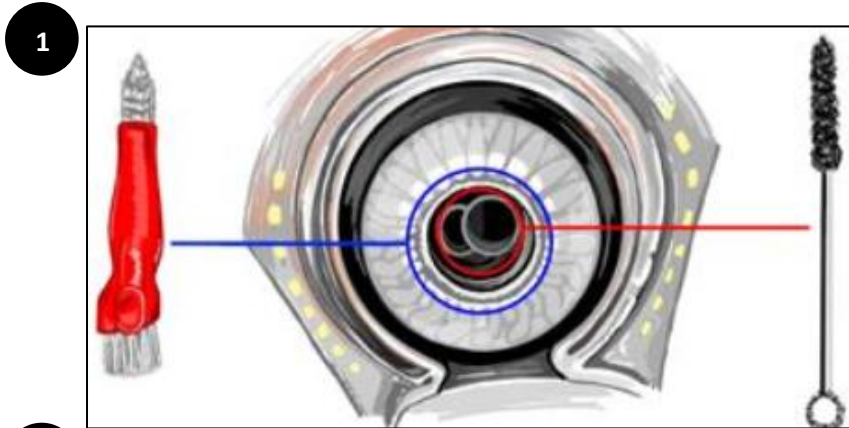
- **As a result of the extended down time and reduced dispenser usage, more extensive procedures are recommended for the nozzle injector ring and nozzle tip in order to clear clogs and ensure quality beverages are pouring for guests.**

- Remove the nozzle tip and soak it in warm water.
- While the nozzle tip is soaking:
 - Wet both ends of the angled nozzle brush in hot water.
 - Use both ends of the brush and clean the nozzle injector ring vigorously at an angle. A stabbing motion can be used to



remove clogs from the holes. The blue ring in picture 1 below notes the location of holes. Picture 2 also shows the location of the nozzle injector ring holes for scrubbing.

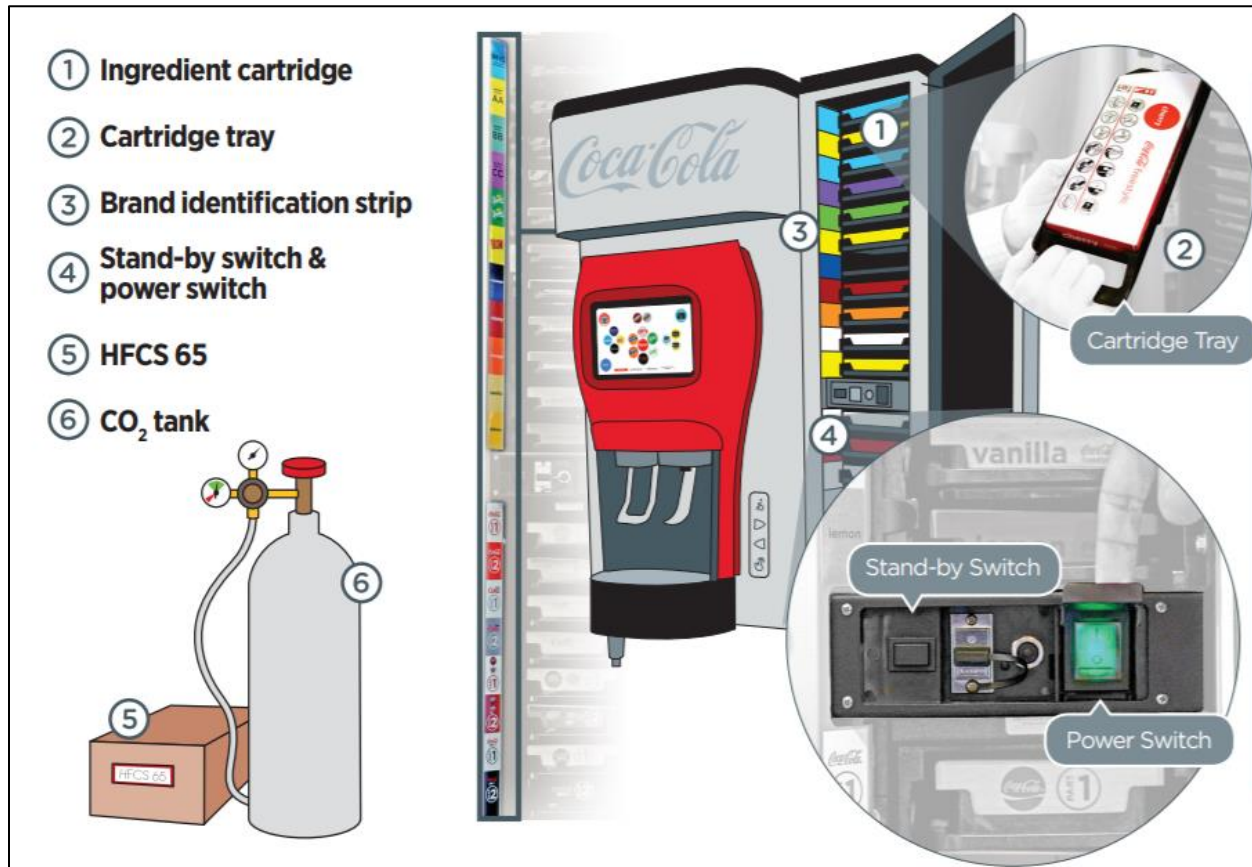
- Soak a clean rag or paper towel in hot water and hold it against the nozzle injector ring for 10 seconds and squeeze water into the holes
- Repeat these steps as often as necessary to loosen clogs
- Re-attach the nozzle tip



Water and Carbonation Systems

The following internal and backroom components illustration may be helpful in identifying equipment during this next section of procedures.

internal and under the counter components



- **IN THE BACK ROOM:**

- Verify that the water filter is in bypass mode or not installed, as recommended during the shut-down instructions. If the water filter is installed and it can be removed, please remove it at this time. The filter will block chlorine.
- Turn on water to allow the lines to be flooded with municipal water, which includes chlorine.
- Plug in the water booster
- Turn on CO₂ at the source (regulator or tank)

- **AT DISPENSER:**

- If the dispenser is powered off, the door will need to be opened manually to access the power button:
- Open the door with the key provided
- Plug in dispenser, if unplugged from the wall outlet
- Power on the dispenser with the green power switch

Ice and First Test Pour

- Check that the ice maker is working and re-set per manufacturing instructions, if needed. If it was turned off, turn on ice maker or manually fill the ice bin with ice.
- Navigate to the consumer mode screen on the dispenser



- Pour enough still water to fill a 32-ounce cup 4 times (or a total of 128 ounces).
- Pour enough Dasani Sparkling water or sparkling water to fill a 32-ounce cup 4 times (or a total of 128 ounces). This may require more than one pour.

Ingredients

- Check HFCS (High Fructose Corn Syrup) enjoy by date. Replace if empty or past the enjoy by date. Prime from the crew dashboard.
- Check NNS (Non-Nutritive Sweetener) enjoy by date. Replace if empty or past the enjoy by date. Prime from the crew dashboard. See instructions on accessing crew dashboard below.

access the crew dashboard

Crew Dashboard

There are two ways to access the crew dashboard:

- 1 Secret Handshake
- 2 Opening the cartridge access door.

Secret handshake

On the all brands consumer screen, place a finger on the lower left of the screen between the water icon and the red all brands button. Hold for five seconds to launch the crew dashboard.

- Check ingredient cartridge quantity and enjoy by date. **PLEASE NOTE: Per the Customer Relief Package developed due to COVID-19, Coca-Cola is able to offer a ONE TIME PRODUCT SHELF LIFE EXTENSION on applicable BIB & Freestyle products to minimize out of date product and write offs. An ingredient cartridge can be used 15 days past the enjoy by date printed on the cartridge. HFCS and NNS BIBs are not included in the 15-day extension.** Replace if necessary. Follow the prompts on the screen to prime the ingredients replaced.
- Ingredients should not have been removed, but if there are empty slots, please follow the ingredient map available on the crew dashboard and be sure to clean/sanitize probes and insert cartridges in the proper location.
- **RETURN TO THE BACK ROOM:** After performing the manufacturing recommended disinfecting process on the water filtration system, put the backroom water filters back in service.
- **BACK AT DISPENSER** Pour enough still water to fill a 32-ounce cup 4 times (or a total of 128 ounces).
- Pour enough Dasani Sparkling water or sparkling water to fill a 32-ounce cup 4 times (or a total of 128 ounces). This may require more than one pour.
- Do a test pour on beverages, being sure to include diet drinks.
- **SPECIAL STEPS FOR BOOST EQUIPMENT:**
 - Check ingredient quantity and enjoy by date. **PLEASE NOTE: An ingredient can be used 15 days past the enjoy by date printed on the BIB.** Replace if necessary.
 - If the Boost tray contains BIB brand beverage (ie, Barq's Old Style Root Beer), pour each BIB beverage for 3 seconds each
 - If the Boost tray contains NNS beverages (low calorie drinks), no additional pours are needed
 - If the Boost tray contains both BIB brand beverage (ie, Barq's Old Style Root Beer) AND NNS beverages, pour each BIB beverage for 3 seconds each

NOTE: If any ingredients will not pour, verify that the cartridge is not empty by checking the ingredient remaining information on the screen. If it is not empty and a drink still will not pour, it may be necessary to repeat the nozzle injector ring steps as discussed in the Unclog the Nozzle section.

Additional Cleaning Step

- Perform daily cleaning and sanitization of the nozzle ring and tip.

Taste Test

- Taste several beverages. **NOTE: Carbonation requires cold temperatures. If the ice maker was turned off or the manual fill bin empty, it may take a few hours before the drinks taste like they have enough carbonation.**

Helpful Video Links Should Additional Assistance Be Needed

[7000 -Changing Cartridges](#)

[7000 -Daily Cleaning Procedures](#)

[7000 -Maintaining Ice/Ice Chute](#)

[7000 -Changing HFCS](#)

[7000 -Changing NNS](#)

[7000 -Cleaning the Nozzle & Injector Ring](#)

[Crew Connect/MyCokeTech for all Dispensers](#)

[How Use MyCokeTech/PhoneFix & Small Parts](#)



Memo: Coca-Cola Freestyle Extended Shutdown (72 Hours or more) Re-open Procedures (7100)

We understand that business needs are changing rapidly in the food service environment. As a result of the COVID-19 crisis, your Coca-Cola Freestyle dispenser may require additional steps to begin normal operation again. The following procedures provide additional guidance for your 7100 dispenser(s). Should you need additional help or support, please contact Coca-Cola at 1-800-241-COKE (2653). We appreciate your continued partnership and business!

Basic Cleaning

The following helpful parts for the basic cleaning protocols are available through Coca-Cola Freestyle Small Parts Program.



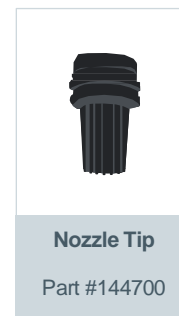
Basic cleaning protocols for re-open include:

- Clean and sanitize the ice bin and lid
- If an ice maker is installed, follow the specific manufacturer guidelines for cleaning of ice maker
- Follow established cleaning procedures for ice chute and exterior surfaces. (*see video link at end of document if help is needed on this step*)

Unclogging the Nozzle

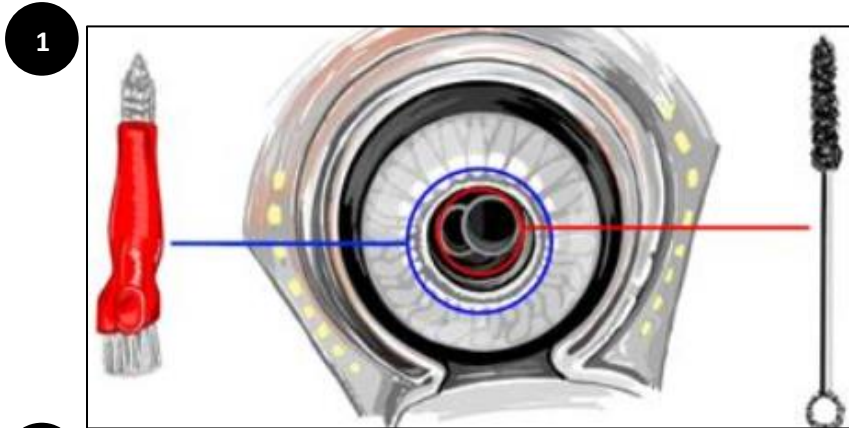
- **As a result of the extended down time and reduced dispenser usage, more extensive procedures are recommended for the nozzle injector ring and nozzle tip in order to clear clogs and ensure quality beverages are pouring for guests.**

- Remove the nozzle tip and soak it in warm water.
- While the nozzle tip is soaking:
 - Wet both ends of the angled nozzle brush in hot water.
 - Use both ends of the brush and clean the nozzle injector ring vigorously at an angle. A stabbing motion can be used



to remove clogs from the holes. The blue ring in picture 1 below notes the location of holes. Picture 2 also shows the location of the nozzle injector ring holes for scrubbing.

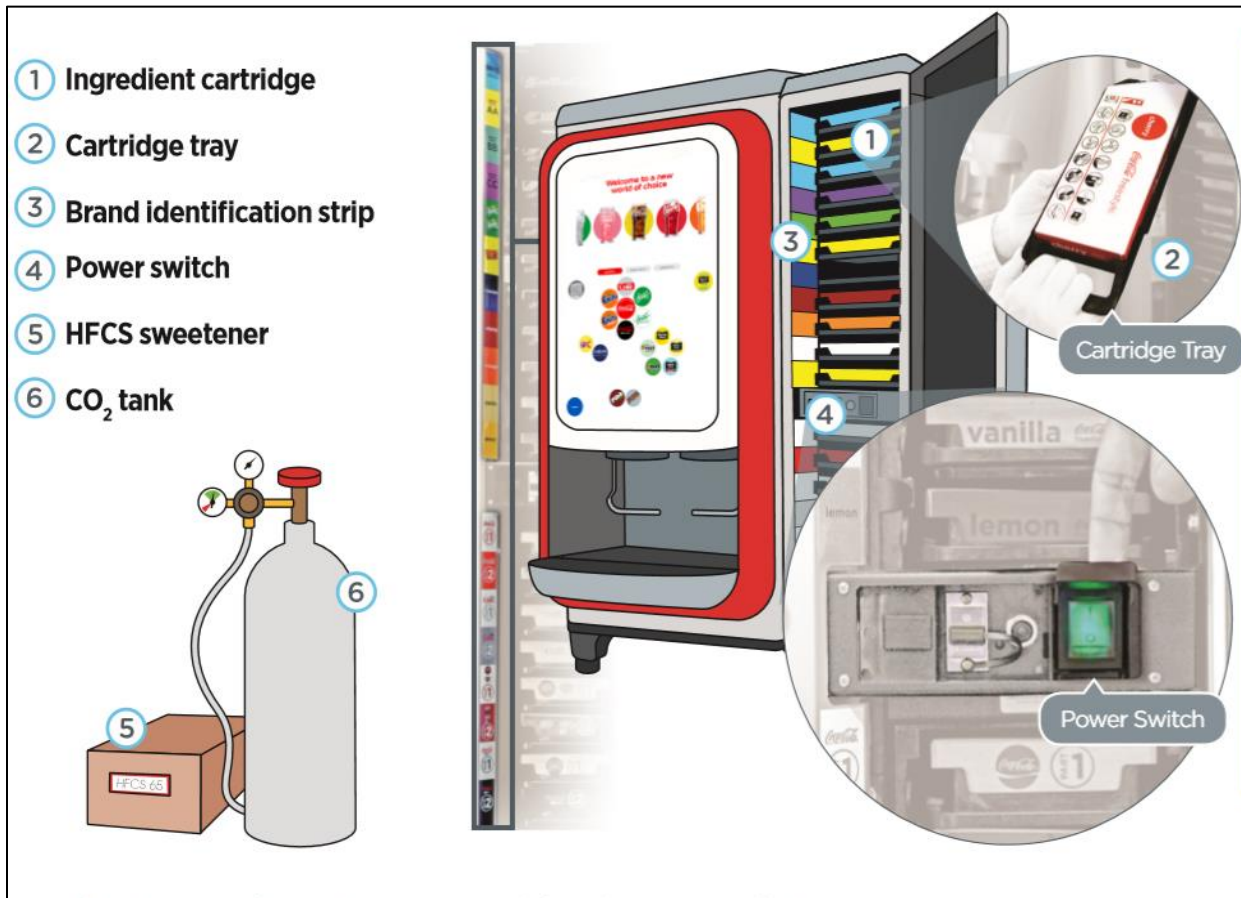
- Soak a clean rag or paper towel in hot water and hold it against the nozzle injector ring for 10 seconds and squeeze water into the holes
- Repeat these steps as often as necessary to loosen clogs
- Re-attach the nozzle tip



Water and Carbonation Systems

The following internal and backroom components illustration may be helpful in identifying equipment during this next section of procedures.

internal and under the counter components



• **IN THE BACK ROOM:**

- Verify that the water filter is in bypass mode or not installed, as recommended during the shut-down instructions. If the water filter is installed and it can be removed, please remove it at this time. The filter will block chlorine.
- Turn on water to allow the lines to be flooded with municipal water, which includes chlorine.
- Plug in the water booster
- Turn on CO₂ at the source (regulator or tank)

• **AT DISPENSER:**

- If the dispenser is powered off, the door will need to be opened manually to access the power button:
- Open the door with the key provided

- Plug in dispenser, if unplugged from the wall outlet
- Power on the dispenser with the green power switch

Ice and First Test Pour

- Check that the ice maker is working and re-set per manufacturing instructions, if needed. If it was turned off, turn on ice maker or manually fill the ice bin with ice.
- Navigate to the consumer mode screen on the dispenser



- Pour enough still water to fill a 32-ounce cup 4 times (or a total of 128 ounces).
- Pour enough Dasani Sparkling water or sparkling water to fill a 32-ounce cup 4 times (or a total of 128 ounces). This may require more than one pour.

Ingredients

- Check HFCS (High Fructose Corn Syrup) enjoy by date. Replace if empty or past the enjoy by date. Prime from the crew dashboard.
- Check NNS (Non-Nutritive Sweetener) enjoy by date. Replace if empty or past the enjoy by date. Prime from the crew dashboard.
- Check ingredient quantity and enjoy by date. **PLEASE NOTE: Per the Customer Relief Package developed due to COVID-19, Coca-Cola is able to offer a ONE TIME PRODUCT SHELF LIFE EXTENSION on applicable BIB & Freestyle products to minimize out of date product and write offs. An ingredient cartridge can be used 15 days past the enjoy by date printed on the cartridge. HFCS and NNS BIBs are not included in the 15-day extension.** Replace if necessary. Follow the prompts on the screen to prime the ingredients replaced.
- Ingredient cartridges should not have been removed, but if there are empty slots, please follow the ingredient map available on the crew dashboard and be sure to clean/sanitize probes and insert cartridges in the proper location.

- **RETURN TO THE BACK ROOM:** After performing the manufacturing recommended disinfecting process on the water filtration system, put the backroom water filters back in service.
- **BACK AT DISPENSER** Pour enough still water to fill a 32-ounce cup 4 times (or a total of 128 ounces).
- Pour enough Dasani Sparkling water or sparkling water to fill a 32-ounce cup 4 times (or a total of 128 ounces). This may require more than one pour.
- Do a test pour on beverages, being sure to include diet drinks.
- **SPECIAL STEPS FOR BOOST EQUIPMENT:**
 - Check ingredient quantity and enjoy by date. **PLEASE NOTE: An ingredient can be used 15 days past the enjoy by date printed on the BIB.** Replace if necessary.
 - If the Boost tray contains BIB brand beverage (ie, Barq’s Old Style Root Beer), pour each BIB beverage for 3 seconds each
 - If the Boost tray contains NNS beverages (low/no calorie beverages), no additional pours are needed
 - If the Boost tray contains both BIB brand beverage (ie, Barq’s Old Style Root Beer) AND NNS beverages (low/co calorie beverages), pour each BIB beverage for 3 seconds each

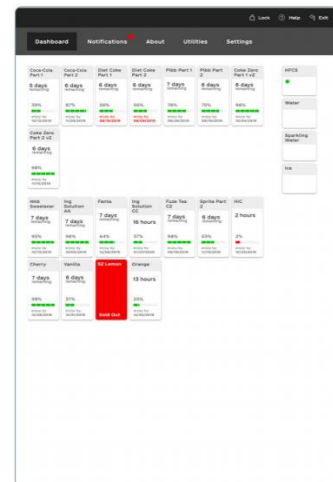
NOTE: If any ingredients will not pour, verify that the cartridge is not empty by checking the ingredient remaining information on the crew dashboard (see image on the right). If it is not empty and a drink still will not pour, it may be necessary to repeat the nozzle injector ring steps as discussed in the “Unclog the Nozzle” section.

Additional Cleaning Step

- Perform daily cleaning and sanitization of the nozzle ring and nozzle tip.

Taste Test

- Taste several beverages. **NOTE: Carbonation requires cold temperatures. If the ice maker was turned off or the manual fill bin empty, it may take a few hours before the drinks taste like they have enough carbonation.**



Helpful Video Links Should Additional Assistance Be Needed

[7100- Cleaning the Nozzle & Injector Ring](#)

[7100- Maintaining Ice/Ice Chute](#)

[7100- Drain Maintenance](#)

[7100- Changing NNS & HFCS Sweeteners](#)

[7100 Changing Cartridges](#)

[Crew Connect/MyCokeTech for all Dispensers](#)

[How Use MyCokeTech/PhoneFix & Small Parts](#)

Legacy Fountain Equipment

(Use also for Barguns & Gold Peak Variety Tea Towers)

Shut-down and Start-up Procedures



RETURN TO HOME PAGE

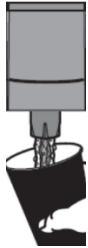
Foodservice Operations & Customer Service

Every Opportunity, Flawlessly Executed

EQUIPMENT SHUT-DOWN



1. Unplug all carbonators
2. Shut off incoming water supply and CO₂ supply to beverage equipment
3. Disconnect BIB connectors



4. Operate each valve (or bar gun button) until water stops flowing
5. Disconnect (unplug) power to ice makers and beverage equipment
6. Sanitize and attach BIB connectors, and perform daily cleaning routine



EQUIPMENT START-UP

If your dispenser has been shut down longer than 45 days, please call **1-800-241-COKE (2653)** to speak with **myCoketech™**. You will gain assistance and assurance that your dispenser is running smoothly and beverages are tasting great.

1. Turn on incoming water supply and CO₂ supply to beverage equipment
2. Connect power to carbonators, ice makers and beverage equipment
3. Check that each BIB has not reached its “Enjoy by” date.
4. Perform standard daily and weekly cleaning procedures

If you would like to take measures to disinfect non-food contact surfaces, refer to the Coca-Cola memo with suggested products that are compatible with our equipment.

Ice Makers Mounted on top of Dispensers

- Run two complete ice-making cycles and discard all the ice made.
- Sanitize ice maker bin.

Fountain Dispensers

- Sanitize ice bin, if present.
- Ensure fresh ice is in contact with cold plate and bin is at least 1/3 full.
- Run each beverage on each dispenser for at least 2 minutes twice.
- Taste all drinks. If there is an off taste from any valve, flush the valve for another minute, then check again for satisfactory taste. If taste remains unsatisfactory, place a service call.

If you have any questions or problems, please call Coca-Cola at 1-800-241-COKE (2653) and ask for help from myCoketech™.

Minute Maid Juicer START UP Procedure

RETURN TO HOME PAGE



Foodservice Operations & Customer Service
Every Opportunity, Flawlessly Executed

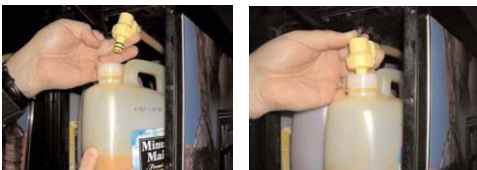


ONLY PROCEED IF PROPER SANITIZATION AND SHUT DOWN PROCEDURES WERE FOLLOWED

- **Make sure each Minute Pak® is thawed properly**
- **Turn on water**



Shake the Package!



INSTALLING THE CONCENTRATE PACKAGES

- Turn the key lock from the “ON” position to the “FLUSH” position.
- Open dispenser door (press the right # key on each door panel to open left and right doors), then lift the door.
- Shake the Minute Pak vigorously.
- Install the Minute Pak into the slot for the appropriate flavor.
- Insert the “yellow” check valve “o-ring” side into the cap of the concentrate package.
- Repeat procedures for the remaining positions.

PURGING THE WATER SYSTEM OF AIR

- Place a cup beneath the left most (when facing the machine) dispensing nozzle and press the PUSH or POUR/CANCEL buttons until a clear stream is observed.
- Purge the remaining valves the same way, moving progressively to your right.
- While still in “FLUSH” position, prime each flavor by using the * key. Dispense enough juice to prime each pump until the beverage appears consistent (approximately 2-4 ounces).
- Rotate the key lock switch back to the “ON” position.
- Dispense a small amount from each valve until product is visible in the stream.
- The dispenser is ready to operate.

If you have any questions or problems, please feel free to call Coca-Cola at **800-241-COKE (2653)** and ask to speak with myCoketech, who will be happy to assist.

myCoketech!

Tea/Coffee Brewer START UP Procedure



START UP INSTRUCTIONS FOR BUNN TEA/COFFEE BREWERS

✓ Make sure water is turned on.



Sprayhead
CCP# 121049

1. Plug in the power cord but do **NOT** turn on power yet.
2. Make sure the spray head is **CLEAN**, in place and secure.
3. Place funnel with **NO** tea bags in position.
4. Turn on power and wait 20 minutes for brewer to heat up.
5. After 20 minutes, brew without the tea bags. Brew 2 times to make sure all the water in the tank is fresh.
6. Put tea bag(s) in funnel and brew a normal batch.
7. Taste the product and make sure there is no off-taste.
8. If there is an off-taste, then brew one more batch and taste.
9. If everything taste great, then you are all set to serve your customers. If it still doesn't taste quite right, please call 800-241-2653 and place a service call.



3M Separation and Purification Sciences

Smart shutdowns. Smooth restarts.

3M Guidance for an Extended Water Filter Shutdown

3M water filtration systems are designed to be used on a continuous basis. If a system needs to be taken out of service (shutdown) for an extended period of time, there may be impacts to product performance. Please follow the instructions below to ensure consistent performance when the system is returned to normal operation.

System Shutdown Less than 6 weeks

- Filtration system should be shutdown and restarted according to instructions below.

System Shutdown 6 weeks or more

- Filtration system should be shutdown and all filter cartridges replaced prior to resuming use of the filtration system per the instructions below.
- To avoid replacing filter and membrane cartridges, users can simulate “normal” use by flushing the filter system at least once every 3 days while the filtration system is not in daily use.

In either situation, it is important to REPLACE FILTER CARTRIDGE no later than the scheduled filter change date. Even if the installed filter was not in use, the filter needs to be replaced no later than scheduled filter change date.

Instructions for Extended Water Filter Shutdown

If following the 3-day flushing protocol: Flush filtration systems at least once every 3 days by operating system and running the water to drain for a minimum of 5 minutes at each flush cycle. (The system shutdown and restart steps below are not necessary if following the 3-day flushing cycle)

System Shutdown

- 1) Make sure the equipment connected to the filtration system is shutdown per manufacturer recommendations.
- 2) Close the inlet water valve of the filtration system.
- 3) Open the filter flush valve or downstream valve for a few seconds to relieve pressure in the system.
- 4) Close the flush valve or downstream valve.
- 5) Leave cartridges in place installed in the heads.

Restart

- For extended shutdown period of less than 6 weeks or the filter system has been flushed at least every 3 days throughout the shutdown period, when resuming normal use of water filter system, follow the steps below:
 - 1) Open the filter inlet water valve and check for any leaks.
 - 2) Flush the system to drain for at least 5 minutes.
 - 3) System is now ready for use.
- For extended shutdown period of 6 weeks or more and the filter system was not routinely flushed at 3-day intervals, when resuming normal use of water filter system, follow the steps below:
 - 1) Discard the old filter cartridges.
 - 2) Replace with new filter cartridges per the cartridge installation instructions.
 - 3) Open the filter inlet water valve and check for any leaks.
 - 4) Flush the system per the filter’s recommended flush instructions included on the Performance Data Sheet.
 - 5) System is now ready for use.

Instructions for Extended Reverse Osmosis (RO) System Shutdown

If following the 3-day flushing protocol: Flush RO system at least once every 3 days by emptying the tank of the RO system to drain and allowing the RO system to refill the tank. (The system shutdown and restart steps below are not necessary if following the 3-day flushing cycle.)

System Shutdown

- 1) Make sure the equipment connected to the RO system is shutdown per manufacturer recommendations.
- 2) Close the inlet water valve of the RO system. (Additional step for ScaleGard HP system: Before the inlet water valve is closed, the ScaleGard HP system MUST be unplugged from the electrical outlet.)
- 3) Empty the tank and then close the tank valve
- 4) Leave cartridges in place installed in the heads.

Restart

- For extended shutdown period of less than 6 weeks or the RO system has been flushed at least every 3 days throughout the shutdown period, when resuming normal use of RO system, follow the steps below:
 - 1) Open the filter RO inlet water valve and tank-valve on and check for any leaks.
 - 2) Flush the RO system per the filter's recommended flush instructions included in the product manual or Performance Data Sheet.
 - 3) Sanitize the tank.
 - 4) Allow the tank to fill up once completely and then fully drain it. Allow the tank to refill again.
 - 5) System is now ready for use.
- For extended shutdown period of 6 weeks or more and the RO system was not routinely flushed at 3-day intervals, when resuming normal use of RO system, follow the steps below:
 - 1) Discard the old cartridges.
 - 2) Replace with new cartridges per the cartridge installation instructions.
 - 3) Open the filter RO inlet water valve and tank-valve on and check for any leaks.
 - 4) Flush the system per the filter's recommended flush instructions included in the product manual or Performance Data Sheet.
 - 5) Sanitize the tank.
 - 6) Allow the tank to fill up once completely and then fully drain it. Allow the tank to refill again.
 - 7) System is now ready for use.

This guidance applies to filtration systems serviced by potable water sources and does not apply to situations of boil-water order or advisory issued by applicable government authorities.

VERIFY THIS SYSTEM meets your water treatment needs by checking your incoming water source quality and comparing to the system's capabilities described in the Performance Data Sheet. Check water source quality by contacting your local water authority and/or having water tested by a qualified laboratory. Check water quality regularly as it can change. After installation, check outgoing filtered water quality regularly to ensure system is installed correctly and meeting your treatment needs. Actual performance may vary depending on your local water and plumbing conditions and water-consumptions patterns.

Product Selection and Use: Many factors beyond 3M's control and uniquely within user's knowledge and control can affect the use and performance of a 3M product in a particular application. As a result, customer is solely responsible for evaluating the product and determining whether it is appropriate and suitable for customer's application, including conducting a workplace hazard assessment and reviewing all applicable regulations and standards (e.g., OSHA, ANSI, etc.). Failure to properly evaluate, select, and use a 3M product and appropriate safety products, or to meet all applicable safety regulations, may result in injury, sickness, death, and/or harm to property. **Warranty, Limited Remedy and Disclaimer:** Unless a different warranty is specifically stated on the applicable 3M product packaging or product literature (in which case such warranty governs), 3M warrants that each 3M product meets the applicable 3M product specification at the time 3M ships the product. 3M MAKES NO OTHER WARRANTIES OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR ARISING OUT OF A COURSE OF DEALING, CUSTOM, OR USAGE OF TRADE. If a 3M product does not conform to this warranty, then the sole and exclusive remedy is, at 3M's option, replacement of the 3M product or refund of the purchase price. **Limitation of Liability:** Except for the limited remedy stated above, and except to the extent prohibited by law, 3M will not be liable for any loss or damage arising from or related to the 3M product, whether direct, indirect, special, incidental, or consequential (including, but not limited to, lost profits or business opportunity), regardless of the legal or equitable theory asserted, including, but not limited to, warranty, contract, negligence, or strict liability.



3M Purification Inc.
3M Separation and Purification Sciences Division
 400 Research Parkway
 Meriden, CT 06450

Phone 1-866-990-9785
 WW 1-203-237-5541
 Web 3Mfoodservice.com

Contact a 3M Water Expert at 1-866-990-9785
Learn more at 3MFoodservice.com

3M is a trademark of 3M Company.
 All other trademarks are the
 property of their respective owners.
 Please recycle. Printed in USA.
 © 3M 2020. All rights reserved.