



Reopening Startup Procedures

This information is provided to assist with restarting equipment that has been idle for extended periods of time. Water filtration should be addressed prior to restarting any equipment. BUNN equipment manuals and cleaning videos are available at www.bunn.com. If you need additional assistance, please contact BUNN technical support at 1-800-286-6070.

Note: Refill equipment with fresh product when you are ready to start dispensing and serving.

Water Filtration

Flush or replace water filtration per manufacturer's instructions prior to recommissioning equipment.

BUNN Easy Clear®

- Idle less than 6 weeks: flush to drain for minimum 5 minutes
- Idle time more than 6 weeks:
 1. Discard the old filter cartridges left installed in filter heads.
 2. Disinfect the system as instructed in the applicable Installation and Operating Guide for that specific water filtration system.
 3. Replace with new filter cartridges per the cartridge installation instructions.
 4. Open the filter inlet water valve and check for any leaks.
 5. Flush the system per the filter's recommended flush instructions.
 6. Disinfect the beverage equipment as instructed in its Installation and Operating Guide for equipment start-up.
 7. System is now ready for use.

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

Mavea®

- Idle time up to 1 week: flush to drain C300 – 6 Liters, C500 – 10 Liters
- Idle time over 4 weeks: flush to drain C300 – 60 Liters, C500 – 100 Liters
- Or replace cartridge

Pentair®

- Remove existing filter and sanitize the water system before replacing the filter cartridge
- Idle up to 1 week: flush for minimum 5 minutes
- Idle for over 1 week:
 1. Dispose cartridge
 2. Disinfect the system as instructed in the applicable Installation and Operations Guide for that specific system.
 3. After the disinfection process is complete, replace the filtration elements with all new pre-filters, carbon filters &/or RO cartridges.
 4. Flush the system as instructed in the applicable Installation and Operations Guide to complete the procedure.

Grinders

- Perform installation and setup procedures as outlined in the manual
- Follow all cleaning and sanitizing procedures
- Refill with fresh beans
- Run machine to confirm proper operation

Hot Products

The following procedure will be part of the startup for all the products listed below that incorporate a hot tank that holds water. See the info below for specific instructions on your coffee or tea brewer, hot water machine, powder drink dispenser, liquid coffee dispenser, or single cup machine.

- Flush or replace water filtration FIRST
- Ensure the machine is full – some models may need to be powered up to fill
- Once the machine is full, allow to heat to the set temperature
- On any brewer with a hot water faucet, after heating open faucet for 30 seconds to flush the faucet plumbing

Hot Water Towers:

- Flush or replace water filtration FIRST
- Follow procedure above for equipment with a hot holding tank
- After flushing & reheating the tank, open the faucet for minimum 15 seconds to clear the line

Powder (IMIX, FMD), Liquid Coffee, Sure Immersion, Crescendo:

- Flush or replace water filtration FIRST
- Follow installation and setup procedures in the manual
- Clean and sanitize hoppers, mixing/whipping components, tubing, nozzles, etc. as outlined in the manual
- Follow the above procedure for flushing and refilling the hot tank(s)
- Refill with fresh product
- Run machine to confirm proper operation

Tea Brewers, Dual and Single Head Brewers, Decanter Brewers, Pour-Overs:

- Flush or replace water filtration FIRST
- Follow installation and setup procedures in the manual
- Clean and sanitize brew funnels and servers as outlined in the manual
- Follow the above procedure for flushing and refilling the hot tank(s)
- Run a large brew on all brew heads (without product) and discard
 - Ensure the recipe includes minimum 5% bypass

ITCB:

- Run both a coffee and a tea recipe
- Tea brewers with auto-sweetener: clean and sanitize the sweetener system as per the clean and sanitizing instructions
- Refill with fresh product
- Run machine to confirm proper operation

Single Cup:

- Flush or replace water filtration FIRST
- Follow installation and setup procedures in the manual
- Remove water reservoir
- Thoroughly wash with a mild detergent & rinse
- Fill reservoir, allow to heat
- Brew at the largest volume with an empty pod holder and discard the hot water

Espresso:

- Flush or replace water filtration FIRST
- Follow installation and setup procedures in the manual
- Empty bean hoppers and run shots to drain to clear the grinders
- Thoroughly clean and sanitize the inside of the fridge
- Run a complete cleaning cycle
- Milk refrigerator must be restored to 35 – 43°F
- Milk must be fresh, and chilled to 41°F
- Refill with fresh product
- Run machine to confirm proper operation

Cold Products

Ultra®:

- Perform installation and setup procedures as outlined in the manual
- Follow all cleaning and sanitizing procedures
- Refill with fresh product
- Run machine to confirm proper operation

JDF, Nitron®, BUNN refresh®:

- Flush or replace water filtration FIRST
- Follow installation and setup procedures as outlined in the Operator/Installation Manual
- Top off water bath level as needed
- Flush the cold-water line for 30 seconds by dispensing water
- Perform the deep cleaning and sanitizing procedures as required per equipment type as outlined in the manuals
- Refill with fresh product
- Run machine to confirm proper operation