

## Flushing Procedures for Coffee Brewers

***Before flushing any coffee brewer please insure that the following steps have taken place:***

- ***Boil water order has been lifted by the State for your city.***
- ***Building facilities has flushed water lines and cleared all tenants to use water.***
- ***If filtered water is provided by another vendor (such as Atlas Water Systems) verify that all the vendor's tanks and lines have been flushed.***

### **Keurig B100, B140, B145, B150 (pour over brewers)**

- Pour out remaining water in reservoir and replace with clean water
- Place empty cup on drip tray
- Select largest cup size available on brewer to brew (no k-cup)
- Repeat process until reservoir is empty

### **Keurig B200**

- Place empty cup on drip tray
- Raise & lower handle to activate brew cycle
- Press largest cup size (no k-cup)
- Repeat process a minimum of 12 times

### **Keurig B2000, B2003 *with Spigot***

- Remove k-cup bin from inside front of brewer and empty
- Place empty k-cup bin under hot water spigot
- Fill bin  $\frac{3}{4}$  of the way and dump out (use extreme caution with hot water)
- Repeat process a minimum of 6 times

### **Keurig B2000, B2003 *without Spigot***

- Remove k-cup bin from inside of brewer and empty
- Place k-cup bin under coffee dispenser funnel
- Open and close door & press brew button (no k-cup)
- Repeat process a minimum of 24 times

### **Keurig B3000**

- Remove k-cup bin from inside of brewer and empty
- Remove drip tray & place k-cup bin under coffee dispenser funnel
- Raise & lower handle to activate brew cycle
- Select 10oz size & brew into k-cup bin (no k-cup)
- Repeat process a minimum of 24 times

**Flavia SB350, C400**

- On drink menu select “Hot Water” option
- Place empty cup on drip tray
- Press and hold Hot Water button until flow stops (approx 8oz)
- Repeat process a minimum of 8 times

**Plumbed in Glass Bowl machines – Bloomfield, Bunn, Grindmaster, Newco**

- Place empty glass decanter under brew basket (no coffee in basket)
- Press brew
- Repeat process a minimum of 4 cycles

*For brewers with spigots remove 1 glass bowl of water from spigot in addition to above step*

**Plumbed in Airpot or Thermal brewers – Bloomfield, Bunn, Grindmaster, Newco**

- Place empty airpot or thermal decanter under brew basket (no coffee in basket)
- Press brew
- Repeat process a minimum of 4 cycles

*For brewers with spigots remove 1 decanter of water in addition to above step*

**Pour over brewers – Glass bowl, airpot or thermal – Bloomfield, Bunn, Grindmaster, Newco**

- Place empty bowl or decanter under brew basket (no coffee in basket)
- Fill pour pitcher or bowl with water to fill line
- Empty bowl or pitcher into fill door on top of machine
- Repeat process a minimum of 4 cycles