

Coffee Urn 60 Cup

OPERATING YOUR COFFEE URN

1. Remove the cover. Take out the basket, spreader and tube assembly. Fill your coffee urn with cold water corresponding to the desired cups of coffee you will be making. Cup level markings are located inside urn.
2. Moisten the coffee basket to help keep small particles from sifting through. Add desired amount of regular or percolator grind coffee for best results. The following chart suggests amount of coffee to use for medium brew; amounts can be varied to suit personal taste and particular types of coffee.

Cups	Tablespoons Coffee	Measure Cup Coffee
20	18-21	1
30	28-31	1 1/2
40	38-41	2
50	48-51	2 1/2
60	58-61	3

3. Place basket on the tube and cover with spreader. By holding the top end of the tube, place into the coffee urn so the bottom of the tube is properly positioned in the center of the percolation well. If improperly positioned coffee may not percolate. Push and turn to lock the cover of the coffee urn into place.
4. Never plug in the coffee urn without water or liquid inside. Plug the power cord into 120 volt AC wall outlet. The brewing begins within seconds. You can view the percolation through the glass knob and monitor the amount of coffee through the level indicator.
5. When the coffee brewing cycle is completed and percolation stops, the coffee urn automatically switches to the keep warm cycle. The keep warm cycle automatically activates the freshness indicator, and all six green lights will illuminate. At this time, coffee is ready to serve. Coffee can be enjoyed anytime during the freshness mode (keep warm cycle).
7. If you want to reheat coffee during the freshness mode (keep warm cycle) unplug the cord and plug in again.
8. Do not remove any parts before serving; coffee urn and parts will be HOT.
9. Let the coffee urn cool before cleaning.

CLEANING

Use caution when removing cover and internal parts. Internal components may still be hot. Wash the inside of urn with water and mild detergent. Rinse and dry. Never immerse urn body or base. Wipe outside with a damp cloth. Do not use abrasive cleaners.