



**General Installation Instructions For  
Follett Model: CARBONHICAPSYSTEM,  
CARBONLESSHICAPSYSTEM, &  
CARBONSTDCAPSYSTEM  
Water Treatment Systems & Cartridges**

**IMPORTANT NOTICE BEFORE INSTALLATION**

- Do NOT install system on line pressure above 125 psi.
- Do NOT install the system backwards with the feed water line connected to the outlet.
- Do NOT use liquid pipe compounds for fitting connections. USE two to three wraps of Teflon tape. Do NOT allow system to freeze. Turn off water supply to housing and drain housing if temperature falls below 33°F.
- Do NOT install system in direct sunlight or where system is exposed to harsh chemicals or may be subjected to being struck by moving equipment, carts, mops or any other item that may cause damage. If water hammer is evident, install water hammer arrestors before the System.

**Parts Included in the Box:**

- Primary Filter (White)
- Pre Filter
- Blue Housing for Pre Filter
- Manifold Assembly including installation parts (4ft plastic purge tube, Pressure Gauge, gray primary shutoff valve)

**Installation Procedure**

- Turn off all equipment to be fed by the System
- Locate water supply cut-off valve and turn off.
- Install a full-flow ball valve on the water supply side that will feed the water system. Anchor the System on a wall stud or suitable mounting material spanning wall studs.

**Selecting A Mounting Location**

1. Give consideration to the weight of the unit when operating (filled with water). Operating weight of the System is 14 lbs.
2. The location should allow for:
  - Minimum clearance of 3" under the cartridge(s) so it can be lowered for removal and replacement.
  - Adequate space for "in" and "out" water line connections.
  - Be near a drain for flushing.
3. Use the predrilled mounting holes in the manifold bracket as guides. Mark and drill anchor holes. Mount securely.

**To install pre-filter see "Replacement Instructions for Pre-Filter (Blue Housing)" below.**

1. Run a suitable line from the full-flow ball valve at the tap water source to the inlet ball valve on the left side of the System. Insert gray shut-off ball valve into inlet of pre-filter housing and rotate shut-off ball valve until completely inserted. Ensure that it is no more than hand tight. Gray ball valve should be in "off" position.

NOTE: DO NOT OVER-TIGHTEN CONNECTION FITTING INTO BALL VALVE.

Select the appropriate size tubing for the equipment being fed and connect it to the outlet of the System.

NOTE: DO NOT connect the tubing to the equipment at this time. Prior to making connection to the equipment this line will be used to facilitate flushing the System.

**Preparing to Purge the System**

1. Hand tighten the cross to the primary cartridge (outlet) making sure the purge valve is facing down.
2. Install the purge tube into the purge valve until it bottoms out.
3. Install the pressure gauge into the top of the cross making sure that its facing forward.
4. Slowly open gray shut-off valve and open purge shut-off valve to purge water.
5. Shut off purge valve after purging 3 gallons and turn system on to check for leaks.

**IMPORTANT!:** No filter activation is required for system to work properly. Flushing water through the system for a minimum of 3 gallons is **MANDATORY** to allow air to escape and eliminate any carbon fines. During flushing, water may be discolored until carbon fines have been purged.

Periodically monitor the pressure gauge on the system. If the needle on the gauge ever enters the red zone (below 20 psi) (while the connected equipment is in operation and water is flowing through the system to the equipment) it may be an indication that the filters have become clogged with sediment. Ideally, the pressure should never drop below 20-30 psi.

### **Maintenance**

The Middleby water treatment system cartridges should be changed out every six months or if pressure drops below 20 psi if factory sizing recommendations have been followed. The system should have a flow meter installed and when it reads "20" the cartridge should be changed out immediately.

## **Cartridge Series Water Treatment Replacement Instructions**

### **IMPORTANT INFORMATION! Read Before Installation**

- Make sure sure water flow is in the same direction as flow arrows on the system
- Only use in microbiologically safe water
- When installing, shut off valve into system port, only use the shut off valve MNPT side to do so. Do not use any other fitting in the system inlet port

### **Replacement Instructions for Pre-Filter (Blue Housing)**

1. With provided wrench, turn the bottom of the primary housing clockwise until it is loosened.
2. Pull down on the bottom housing to disconnect from head unit.
3. Remove expended pre-filter cartridge and discard.
4. Install new pre-filter, centered to the bottom of the housing.
5. Reconnect bottom of housing to the head unit by turning it by hand counterclockwise
6. Tighten with provided wrench.

### **Replacement Instructions for Primary Filter:**

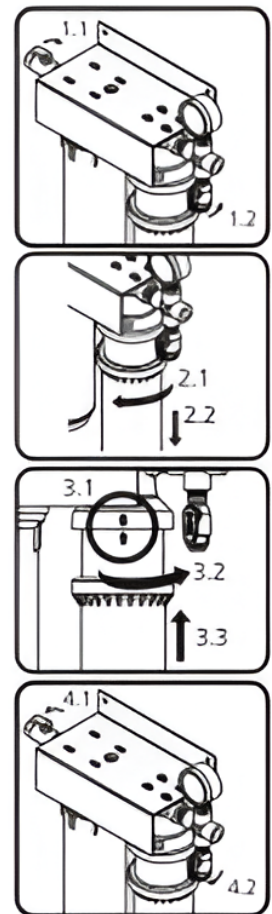
1. Shut off Water (1.1) and release pressure. (1.2)
2. Remove filter by turning left until rotation stops (2.1). Pull filter down and out of head. (2.2)
3. Align new filter arrow label with head arrow label (3.1). Push filter up firmly (3.2). Turn to right until rotation stops. (3.3)
4. Insert purge tube into purge ball valve (at bottom of cross) until it bottoms out. Purge cartridge by turning on water (4.1) and dispensing a minimum of 3 gallons. Close pressure release valve to put system in service. (4.2)

### **Filter Change Frequency**

Several situations will mandate filter changes. Complete filter sets should be changed when any of the following apply:

- Six (6) Months have passed since unit installation or previous filter change.
- Reduced water flow or pressure gauge is in the red.

Note: If filter change frequency is less than 6 months due to pressure drop, it may be necessary to add additional pre-filtration or evaluate system sizing recommendations.



### **WARNING:**

This product can expose you to chemicals including lead, which is known to the State of California to cause cancer. For more information, go to [www.P65Warnings.ca.gov](http://www.P65Warnings.ca.gov).

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