

# Reverse Osmosis Filter Change Instructions

## Water Factory 4000 & Kinetico 517

**NOTE: You must remember that the R/O unit is used for your drinking water and every step should be looked at as keeping the unit sanitized.**

1. Shutoff the supply to the unit. Every unit has a supply shutoff, but the location of the unit's shutoff will vary. On the pre-filter the supply feed is hooked up to the unit. Follow the line to the shutoff valve. If you cannot find the supply shutoff you can always turn off the water to the whole house.
2. Every R/O has a storage tank. This tank also has a shutoff valve on the line that connects the tank to the R/O. Turn the shutoff on the tank off.
3. Turn on the R/O faucet to relieve pressure from the R/O unit.
4. Unscrew the pre-filter housing and remove the old pre-filter (sediment or carbon type)
5. Make sure the O-ring has enough silicone on it and put a ½ teaspoon of chlorine in the filter housing.
6. Place the new pre-filter in the housing and screw back in place on unit.
7. Unscrew the post-filter housing and remove old post-filter (carbon)
8. Make sure the O-ring has enough silicone on it and put a ½ teaspoon of chlorine in the filter housing.
9. Place the new post-filter in the housing and screw back in place on unit.
10. IMPORTANT: The carbon filter says "This End Up," make sure it is put in housing correctly.
11. Turn on the supply valve and then turn on the storage tank.
12. Run R/O faucet for one minute to remove carbon fines from the new carbon post-filter (it is normal for air to spit out of faucet)
13. You are done! Enjoy your purified water!

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