

## R/O Filter Change Instructions

Water Factory SQC

Kinetico Quick Change & Kinetico K5

1. Shut off the water supply valve to the unit. Every R/O has a supply shut off, but the location will vary. Typically the pre-filter is the filter on the left side. Follow the plastic tubing from the pre-filter which will run to a copper pipe. On the copper pipe is a shut off valve, shut off the water to the off position.
2. Shut off the R/O storage tank. The tank has a shut off valve on the line that connects the tank to the R/O. Turn the shut off valve to the off position. If you have a K5 system, then the tank automatically shuts off when step #1 is completed.
3. If your R/O system has a pump attached to it - unplug the pump, if needed
4. Turn on the R/O faucet to relieve pressure from the unit and wait to change the filters until the water trickles out.
5. Twist the pre-filter cartridge a ¼ turn counter-clockwise so that the ears are able to disengage from the head. Firmly pull the cartridge side to side to help disengage it. (orange - sediment or purple - sediment/carbon)
6. Remove the pre-filter cartridge from the sanitary sealed wrapper and check to make sure the old filter matches up with the new filter. For Water Factory filters they will have either a colored dot on the top or no dot. Kinetico filters are color coded on the top of the filter as well.
7. Line up the cartridge ears, insert the cartridge and push it into the head of the unit until it is fully sealed. Twist the cartridge a ¼ turn clockwise to lock it into place.
8. Follow steps 5-7 to change the post-filter cartridge or added filters.
9. Turn on the supply valve to the unit, turn on the storage tank and plug in the pump, if needed..
10. Turn on the R/O faucet for one minute to remove carbon fines from the new carbon post-filter. *NOTE:* It is normal for air to spit out of the faucet when it is running. It is recommended to put a towel over the faucet to eliminate water splash. Also, turn on the kitchen tap water to wash down the carbon fines in the sink.)
11. If your R/O is connected to your refrigerator, fill 2-3 glasses of water to remove any air or carbon fines in the water.
12. You are finished. Enjoy your drinking water.

-Please remember that the Drinking Water System is used for your drinking water and every step should be looked at as keeping the unit sanitized.

- Only change the (2) outside filters or added filters. Do not remove the center membrane filter. Please have Huemann Water Conditioning test your water to determine if the membrane filter needs to be changed.

