



## INSTALLATION & OPERATING GUIDE

For Technical Service, contact Bunn-O-Matic Corporation at 1-800-286-6070.

**Bunn-O-Matic Corporation**  
Post Office Box 3227, Springfield, Illinois 62708-3227  
Phone (217) 529-6601 | Fax (217) 529-6644

## **BUNN-O-MATIC COMMERCIAL PRODUCT WARRANTY**

Bunn-O-Matic Corporation ("BUNN") warrants the BUNN Sure Immersion system, further described below for **a warranty period of 1 year parts and labor.**

These warranty periods run from the date of installation. BUNN warrants that the equipment manufactured by it will be commercially free of defects in material and workmanship existing at the time of manufacture and appearing within the applicable warranty period. This warranty does not apply to any equipment, component or part that was not manufactured by BUNN or that, in BUNN's judgment, has been affected by misuse, neglect, alteration, improper installation or operation, improper maintenance or repair, damage or casualty. This warranty is conditioned on the Buyer 1) giving BUNN prompt notice of any claim to be made under this warranty by telephone at (217) 529-6601 or by writing to Post Office Box 3227, Springfield, Illinois 62708-3227; 2) if requested by BUNN, shipping the defective equipment prepaid to an authorized BUNN service location; and 3) receiving prior authorization from BUNN that the defective equipment is under warranty. Additionally the following is excluded from the warranty period.

### Warranty Exclusions:

Parts such as, but not limited to, hoppers and lids, drip trays, and plastic parts damaged due to improper handling or cleaning agents.

Replacement of wear items such as, but not limited to, O-rings, gaskets, tubes, brew box seal, hoses, and valve seats.

Repairs made necessary due to poor water quality, such as dispense valves, coils, water inlet valves, scaling in hot water boilers.

Improper voltage, (See equipment operations manual for voltage specifications)

Touch screen due to improper use or damage.

Failure to perform cleaning procedures constitutes improper maintenance.

Failure to have required preventive maintenance performed by a BUNN technician or an authorized BUNN service agent.

Parts replaced under the terms of this warranty carry the remainder of the machine's parts warranty term, or 60 days, whichever is greater.

THE FOREGOING WARRANTY IS EXCLUSIVE AND IS IN LIEU OF ANY OTHER WARRANTY, WRITTEN OR ORAL, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF EITHER MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. The agents, dealers or employees of BUNN are not authorized to make modifications to this warranty or to make additional warranties that are binding on BUNN. Accordingly, statements by such individuals, whether oral or written, do not constitute warranties and should not be relied upon.

If BUNN determines in its sole discretion that the equipment does not conform to the warranty, BUNN, at its exclusive option while the equipment is under warranty, shall either 1) provide at no charge replacement parts and/or labor (during the applicable parts and labor warranty periods specified above) to repair the defective components, provided that this repair is done by a BUNN Authorized Service Representative; or 2) shall replace the equipment or refund the purchase price for the equipment.

THE BUYER'S REMEDY AGAINST BUNN FOR THE BREACH OF ANY OBLIGATION ARISING OUT OF THE SALE OF THIS EQUIPMENT, WHETHER DERIVED FROM WARRANTY OR OTHERWISE, SHALL BE LIMITED, AT BUNN'S SOLE OPTION AS SPECIFIED HEREIN, TO REPAIR, REPLACEMENT OR REFUND.

In no event shall BUNN be liable for any other damage or loss, including, but not limited to, lost profits, lost sales, loss of use of equipment, claims of Buyer's customers, cost of capital, cost of down time, cost of substitute equipment, facilities or services, or any other special, incidental or consequential damages.

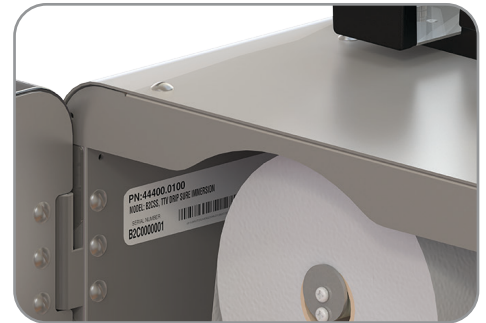
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## Locations of the Serial Number

The serial number is located on the data plate at the rear of the machine and inside front door on left side.

The complete serial number will need to be documented on all work orders and warranty tags.



## USER NOTICES

Carefully read and follow all notices on the equipment and in this manual. They were written for your protection. All notices are to be kept in good condition. Replace any unreadable or damaged labels.

As directed in the International Plumbing Code of the International Code Council and the Food Code Manual of the Food and Drug Administration (FDA), this equipment must be installed with adequate backflow prevention to comply with federal, state and local codes. For models installed outside the U.S.A., you must comply with the applicable Plumbing /Sanitation Code for your area.

00656.0001



35710.0000

**⚠ WARNING**

- ◆ Use only on a properly protected circuit capable of the rated load.
- ◆ Electrically ground the chassis.
- ◆ Follow national/local electrical codes.
- ◆ Do not use near combustibles.
- ◆ Do not deform plug or cord.

FAILURE TO COMPLY RISKS EQUIPMENT DAMAGE, FIRE OR SHOCK HAZARD.

READ THE ENTIRE OPERATING MANUAL BEFORE USING THIS PRODUCT

00986.0000M 10/14 ©1994 Bunn-O-Matic Corporation

00986.0000

**⚠ WARNING**

To reduce the risk of electric shock, do not remove or open cover. No user-serviceable parts inside. Authorized service personnel only. Disconnect power before servicing.

37881.0000



00824.0002

## **NORTH AMERICAN REQUIREMENTS**

- This appliance must be installed in locations where it can be overseen by trained personnel.
- For proper operation, this appliance must be installed where the temperature is between 41°F to 95°F (5°C to 35°C).
- Appliance shall not be tilted more than 10° for safe operation.
- An electrician must provide electrical service as specified in conformance with all local and national codes.
- This appliance must not be cleaned by pressure washer.
- This appliance can be used by persons if they have been given supervision or instruction concerning use of the appliance in a safe way and if they understand the hazards involved.
- Keep the appliance and its cord out of reach of children.
- Appliances can be used by persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge if they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved.
- If the power cord is ever damaged, it must be replaced by the manufacturer or authorized service personnel with a special cord available from the manufacturer or its authorized service personnel in order to avoid a hazard.
- Machine must not be immersed for cleaning.
- This appliance is intended for commercial use in applications such as:
  - staff kitchen areas in shops, offices and other working environments
  - by clients in hotel and motel lobbies and other similar types of environments
- Access to the service areas permitted by Authorized Service personnel only.

## **CE REQUIREMENTS**

- This appliance must be installed in locations where it can be overseen by trained personnel.
- For proper operation, this appliance must be installed where the temperature is between 5°C to 35°C.
- Appliance shall not be tilted more than 10° for safe operation.
- An electrician must provide electrical service as specified in conformance with all local and national codes.
- This appliance must not be cleaned by water jet.
- This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given instructions concerning use of this appliance by a person responsible for its safety.
- This appliance is intended to be used for commercial applications, for example in kitchens of restaurants, canteens, hospitals and in commercial enterprises such as bakeries, butcheries, etc., but not for continuous mass production of food.
- Children should be supervised to ensure they do not play with the appliance.
- If the power cord is ever damaged, it must be replaced by the manufacturer or authorized service personnel with a special cord available from the manufacturer or its authorized service personnel in order to avoid a hazard.
- Machine must not be immersed for cleaning.
- Machine rated IX P1.

## SITE REQUIREMENTS

### WARNINGS

- Unplug the machine or turn off the main switch before servicing the interior components of the machine.
- Never operate the machine without water.
- Never touch brew module, spouts, and hot water dispense pipes. They are HOT and could cause burns.
- The machine must be operated with clean water. Make sure to use water filters and/or softeners as needed.

### Plumbing

1. These brewers must be connected to a cold water system with operating pressure between 20 and 90 psi (0.138 and 0.620 MPa) from a 1/4" or larger supply line. Install a regulator in the line when pressure is greater than 90 psi (0.620 MPa) to reduce it to 50 psi (0.345 MPa).
2. Shut off valve should be present between water supply and machine.
3. Flush the water line and securely attach it to the inlet fitting at the rear of the brewer.
4. Turn on the water supply.

NOTE: Bunn-O-Matic recommends 1/4" copper tubing for installations of less than 25 feet and 3/8" for more than 25 feet from the 1/2" water supply line. A tight coil of copper tubing in the water line will facilitate moving the brewer to clean the counter top. Bunn-O-Matic does not recommend the use of a saddle valve to install the brewer. The size and shape of the hole made in the supply line by this type of device may restrict water flow.

### Water Treatment

1. No Chlorine.
2. Water Hardness 6 to 10 grains or less total hardness
3. Water Filtration System

### Plumbing Hook-Up

The plumbing connection is a 1/4" male flare adapter located on the lower rear of the machine as shown.

NOTE: Water pipe connections and fixtures directly connected to a potable water supply shall be sized, installed, and maintained in accordance with federal, state, and local codes.



**As directed in the International Plumbing Code of the International Code Council and the Food Code Manual of the Food and Drug Administration (FDA), this equipment must be installed with adequate backflow prevention to comply with federal, state and local codes. For models installed outside the U.S.A., you must comply with the applicable Plumbing /Sanitation Code for your area.**

# ELECTRICAL HOOKUP FOR INDOOR USE ONLY

## Site Requirements

1. Counter able to support at least 200 pounds (90kg).
2. Counter area large enough for machine.
3. Minimum clearance of 2" around machine.
4. Machine must be level within 2° for proper operation.

## WARNING

The brewer must be disconnected from the power source until specified in Initial Setup. Refer to Data Plate on the Brewer, and local/national electrical codes to determine circuit requirements.

## Electrical Hook-Up

**CAUTION:** Improper electrical installation will damage electronic components.

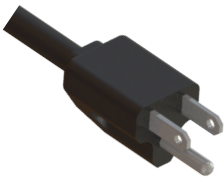
1. An electrician must provide electrical service as specified.
2. Using a voltmeter, check the voltage and color coding of each conductor at the electrical source.
3. Connect the dispenser to the power source.
4. If plumbing is to be hooked up later be sure the dispenser is disconnected from the power source. If plumbing has been hooked up, the dispenser is ready for Initial Fill & Heat.



**120/208 & 120/240V AC  
Single phase models**

## 120 / 208-240 volt ac models

NOTE: This electrical service requires 3 current carrying conductors (Neutral, L1 and L2) and a separate conductor for earth ground.



**120V  
Models**

## 120 volt ac models

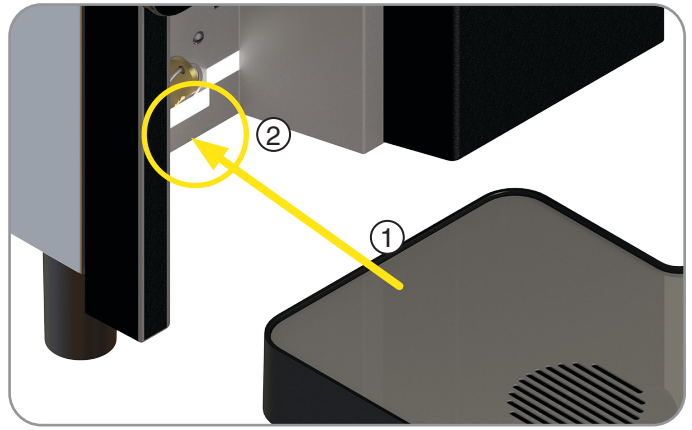
NOTE: This electrical service consists of 2 current carrying conductors (L1 and Neutral) and a separate conductor for chassis ground.



**POWER SWITCH LOCATION**

## INITIAL SET-UP

1. Unpack the Drip Tray assembly and slide it in between the front legs.
2. Remove taped Keys from above Drip Tray and use them to unlock the front door.

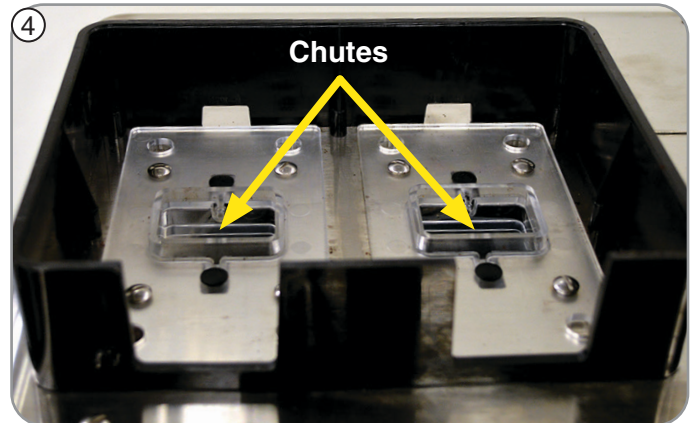


3. Remove the bean hoppers from the packaging, and note the differences; shown in the image to the right; is the Left hopper and the Right hopper

NOTE: They cannot be installed opposite to this configuration.

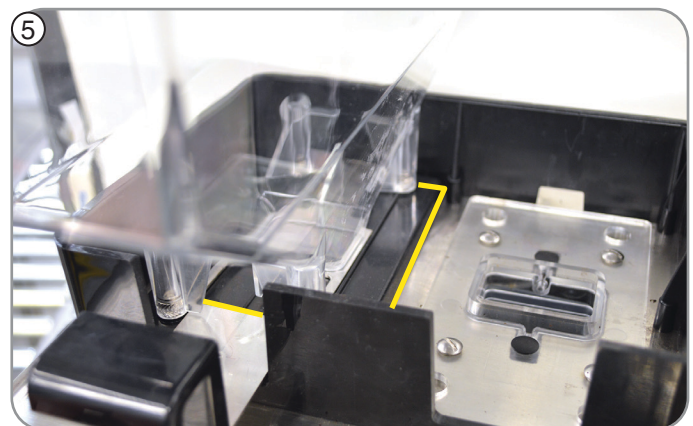


4. Prior to installing the bean hoppers, visually verify that there are no obstructions or any debris blocking the bean chutes or bean detection sensors (not shown).



5. Shown is the left hopper set in place.

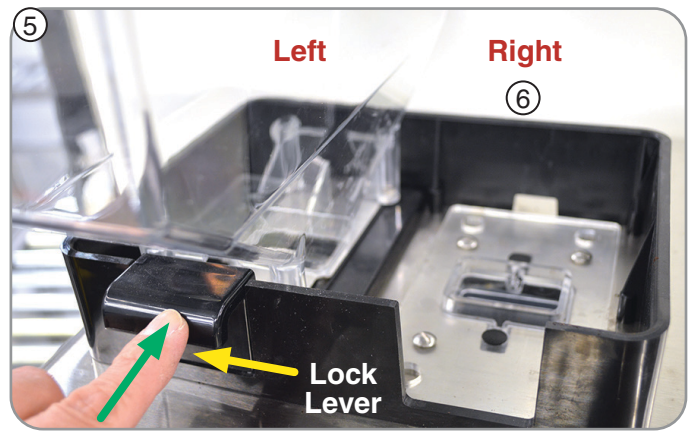
NOTE: The hopper should sit flat.



## INITIAL SETUP

5. Push the hopper locking lever towards the back.

This locks the hopper in place and allows beans to flow downward to the grinder.



6. Repeat Steps 3 and 4 for Right Hopper.

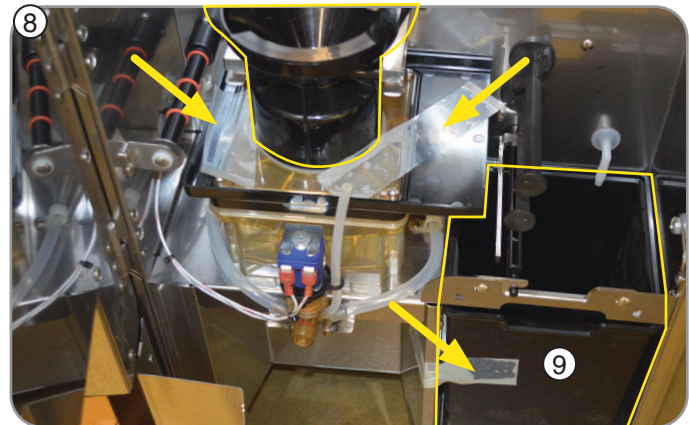
7. The hoppers are ready to be filled with beans.



8. Unlock and open the front door to reveal the inside of the machine.

9. Find the Waste Bin in the lower right.

Remove the packing tape from Waste Bin and Brew Funnel areas.



10. With the water supply line connected to the unit, turn the water on & check for leaks.



11. Connect the unit to the power source (plug it in).



12. Turn the unit on by moving the power switch to the "ON" position.



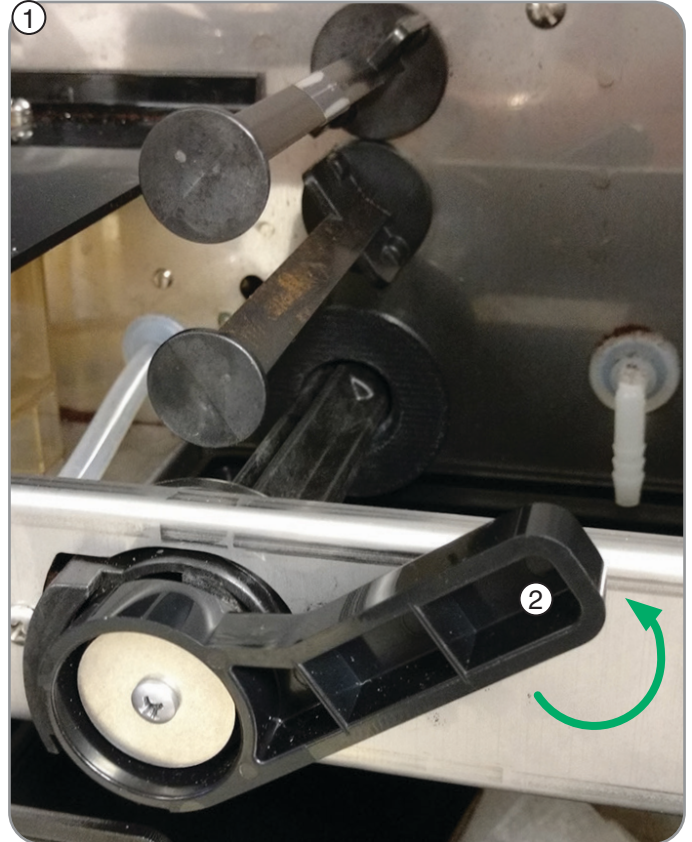
NOTE: The door must be closed to begin the initialization sequence, it may take 60-90 seconds, and the machine will cycle in preparation for operation.



## FILTER PAPER INSTALLATION

After Initial Setup and once the initialization sequence is complete, the Filter Paper must be loaded.

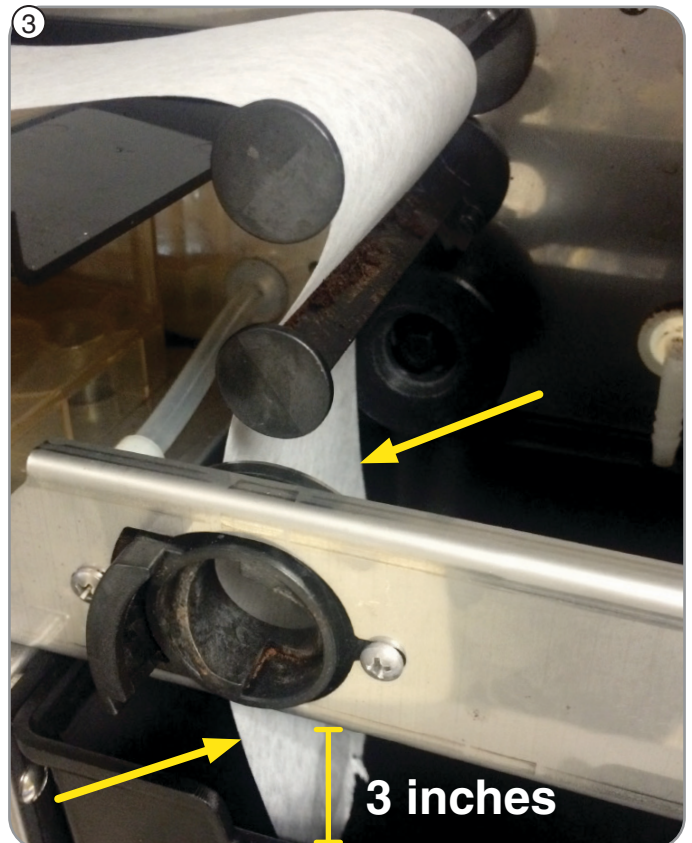
1. Open the door to access the brewing system.



2. On the lower right, turn the Paper Roller handle to the vertical position, then pull forward to remove the paper take up roller.

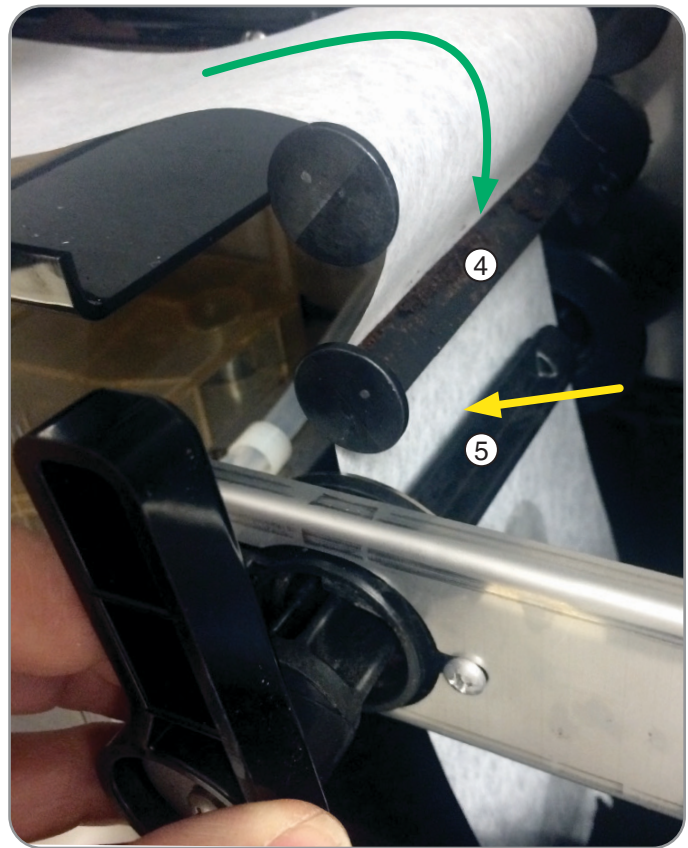
3. Load the Filter Paper.

NOTE: Filter paper should be at least three inches (3") past the take up roller position.



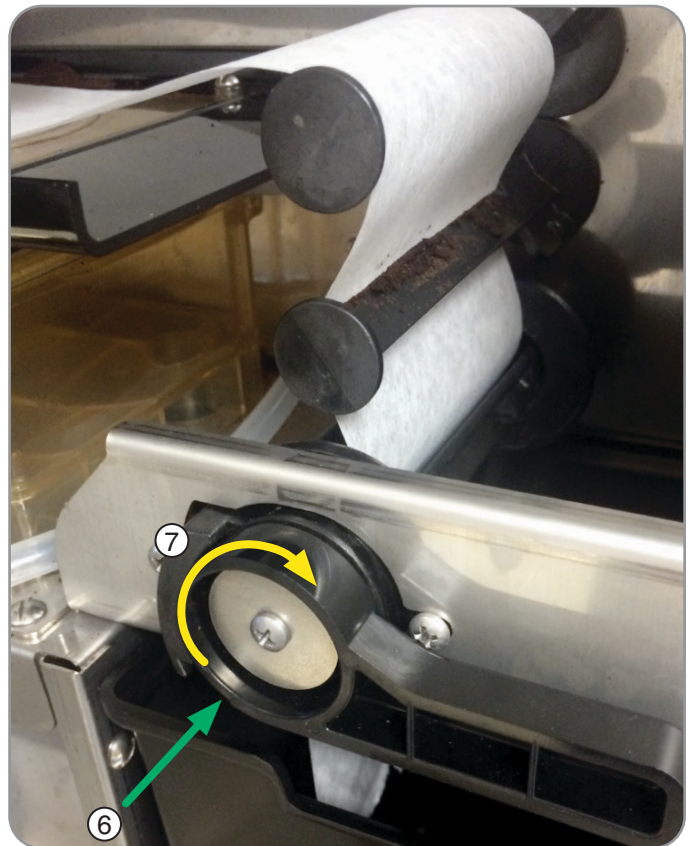
## FILTER PAPER INSTALLATION

4. With the handle in the vertical position, slide the Filter Paper through the guide.



5. Next, pull the Filter Paper through the slot in the Paper Roller.

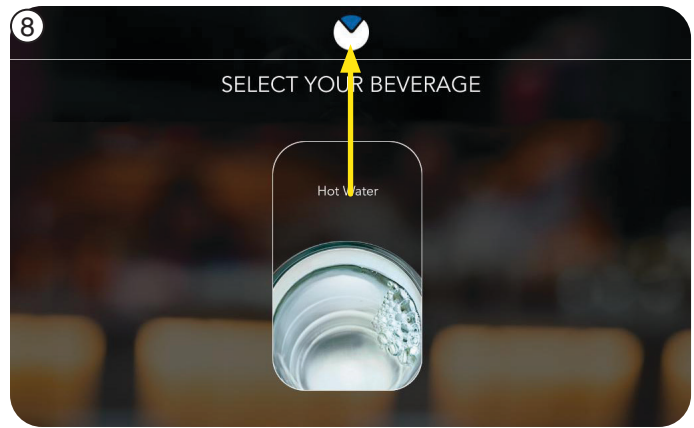
6. Push the Paper Roller in until it engages the roller drive.



7. Then turn the handle clockwise to the horizontal position.

## FILTER PAPER INSTALLATION

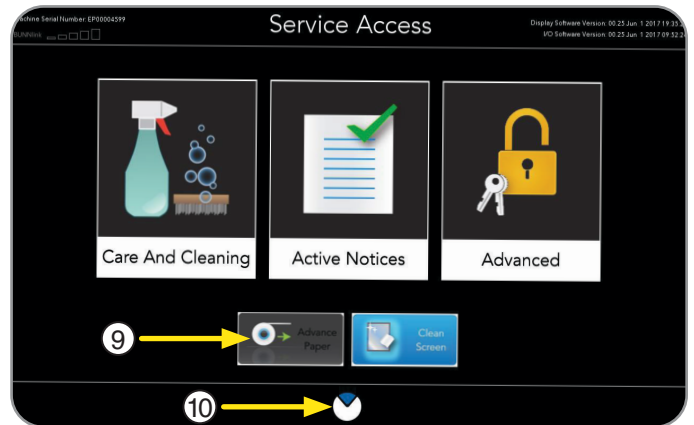
- Close the door, then press and hold the BUNN logo for 3 seconds until SERVICE ACCESS appears on the display.



- In the lower left corner of the SERVICE ACCESS screen, press and hold the Advance Paper button.

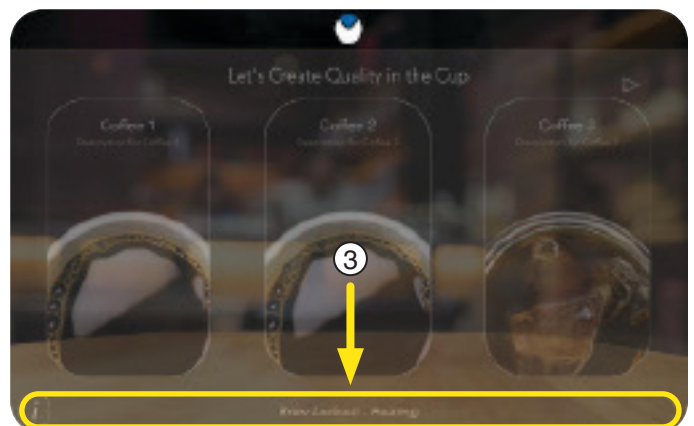
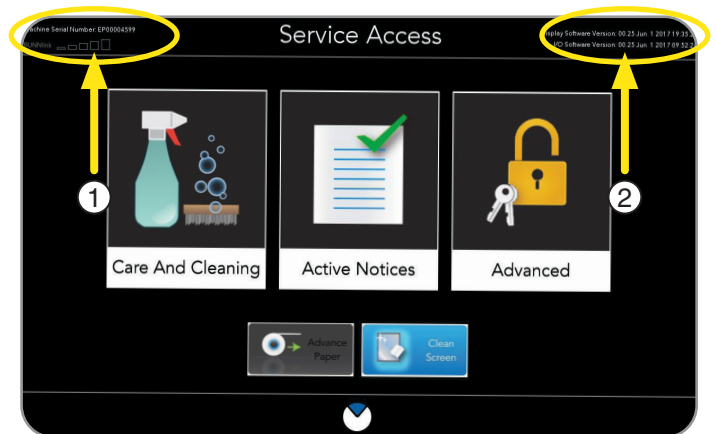
NOTE: It will stop when there is a sufficient amount of Filter Paper on the take-up roller.

- Press the BUNN logo icon button at the bottom of the screen to return to the home screen.



## TOUCH SCREEN

- The machine Serial Number is found on the SERVICE ACCESS screen in the upper left corner.
- The Software Version is shown in the upper right corner of the SERVICE ACCESS screen.
- The Information Bar located at the bottom of the home screens provides status of active notice information.

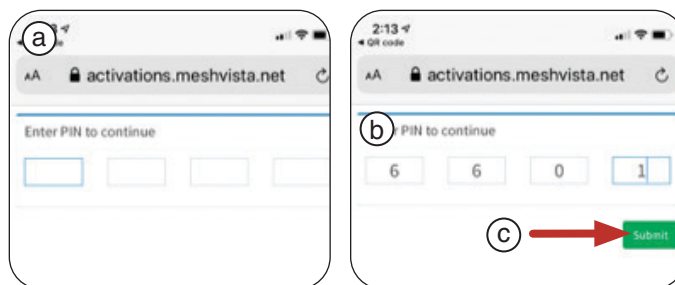


# BUNNlink ACTIVATION

## LTE Activation

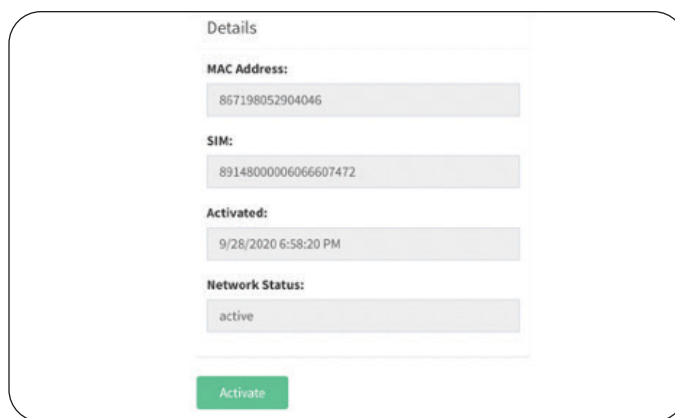
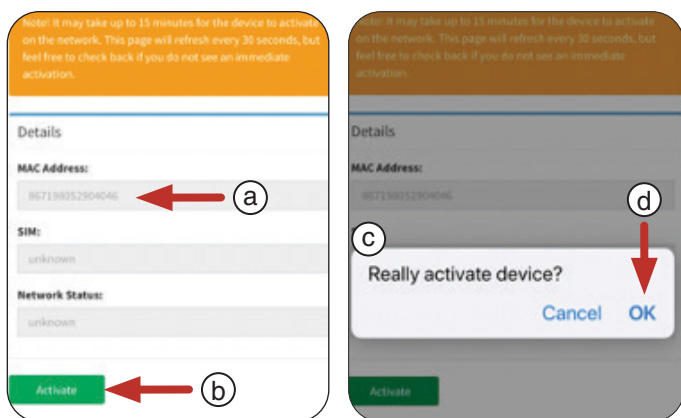
NOTE: BUNNlink® Models Only. Purchase is required if not pre-installed on machine.

If you experience any issues with activation; contact BUNN Tech Services at (800) 286-6070 or email: bunnlink@bunn.com



1. Scan the QR Code located on the machine.  
\*If this is a kit install, scan the QR Code decal located in the package or on the back of the BUNNlink board. If the board is already installed in the machine; make this the first step. This will allow plenty of time to establish a cloud link connection.
2. a. Once the QR code is scanned on a smart phone or tablet, this screen will appear.  
b. Enter the pin #6601.  
c. When the digits are entered in the text boxes click the submit button.

\*NOTE: The Serial Number will be displayed and the Activation Date will read "Not Activated".

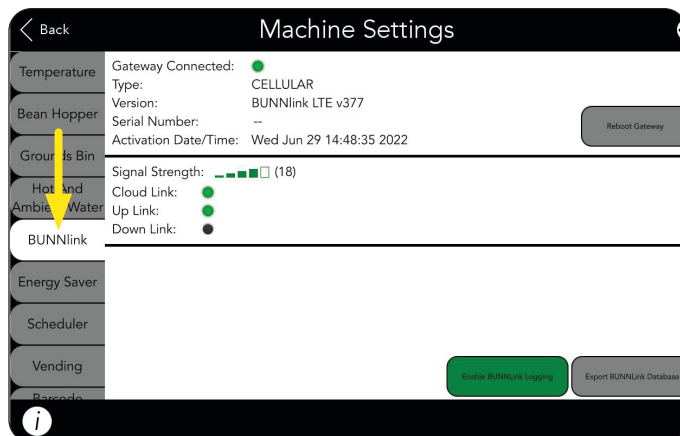
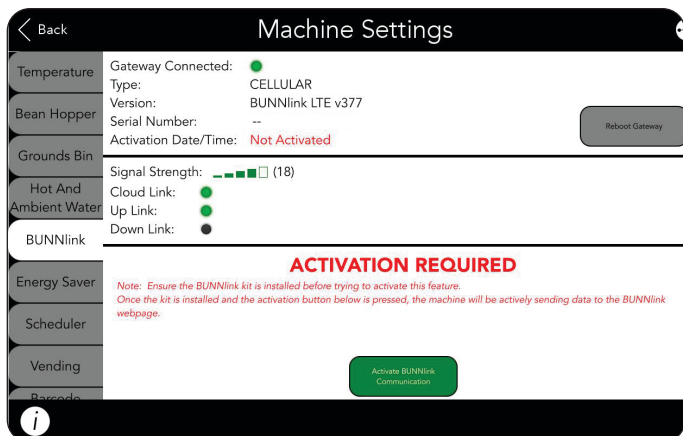


3. The Activation page shows the MAC address of the board.
  - a. Verify this number matches the IMEI number on the board itself.
  - b. Press activate button to continue.
  - c. A confirmation screen will appear to confirm the activation of the board.
  - d. Press OK.
4. Upon successful activation, the screen will show device information including:
  - Confirming the MAC address and IMEI match
  - SIM card information
  - Activation date
  - Network status.

NOTE: Network status is not an indication of the board establishing a Cloud link connection. If there is no Cloud link, then it is not online.

# BUNNlink ACTIVATION

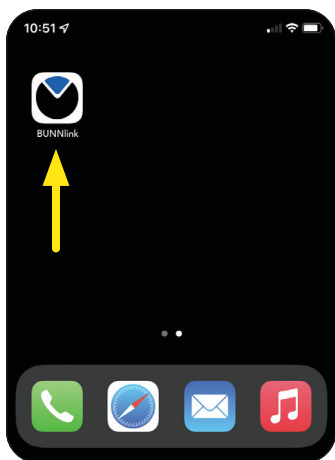
## LTE Activation (continued)



NOTE: Activation of the board can take up to fifteen minutes as stated on the activation page. The board is completely activated once the LED on the board changes color from blue to green.

5. Select the BUNNlink tab from Machine Settings to verify:
  - The gateway has been connected
  - Machine serial number
  - Signal strength
  - If a cloud link has been made

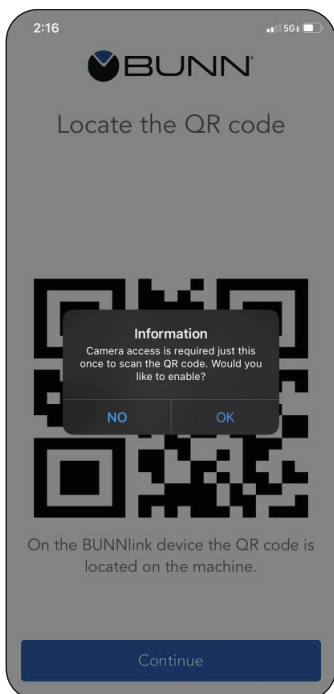
## WI-FI Activation



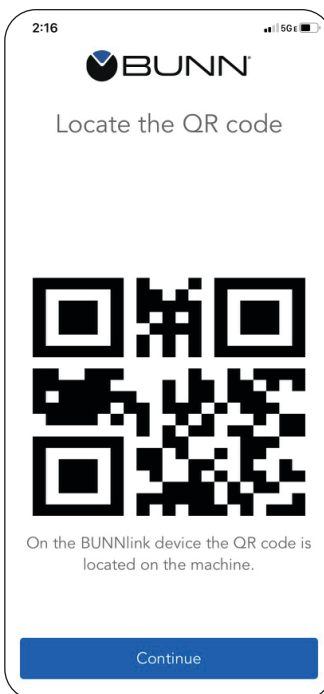
1. Download the BUNNlink App to your smart phone through either the Apple® App Store for IOS or Google Play® store for Android.



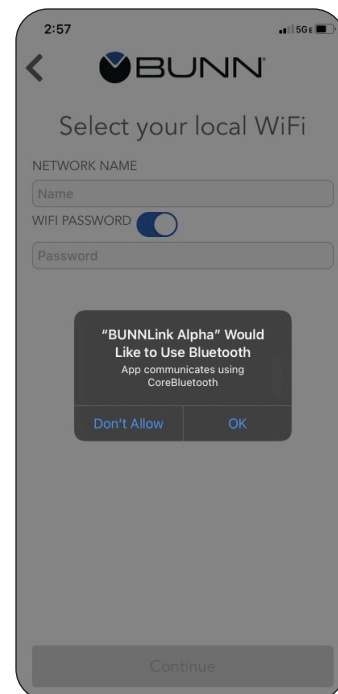
2. Access App when complete.



3. The app will ask you to enable the camera to scan the QR code. Select OK.



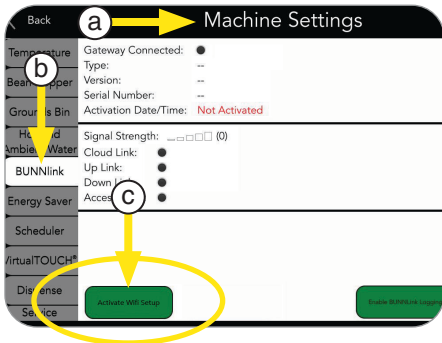
4. This screen will display once accessed. Press the CONTINUE button.



5. The app will ask permission to use Bluetooth. Select OK.

# BUNNlink ACTIVATION

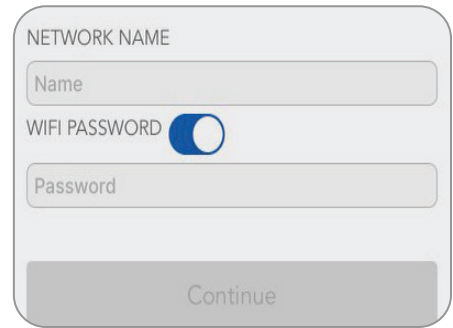
## WI-FI Activation (continued)



6. a. Access Machine Settings
- b. Scroll down to the BUNNlink tab
- c. Select Activate WiFi Setup button

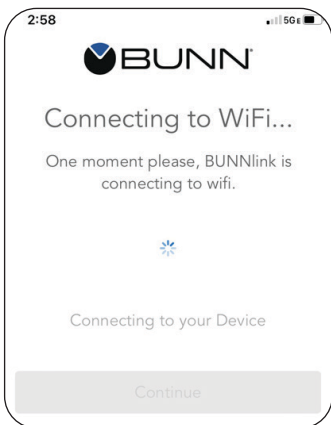


7. Scan the QR Code provided in the packaging.

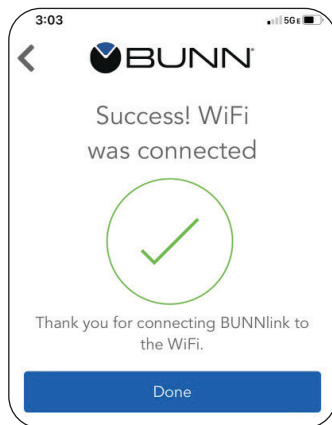


8. Enter or select the correct network name and password for that specific network.

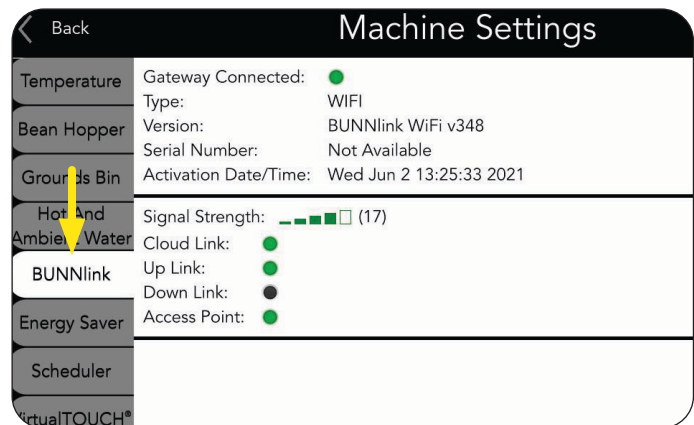
**NOTE:** If no networks are displayed to select from, you must enter this information.



9. This screen will display while the machine is attempting to connect to the network.



10. Upon successful connection this screen will display. Press DONE.



11. Select the BUNNLink tab from Machine Settings to verify:
  - The gateway has been connected
  - Machine serial number
  - Signal strength
  - If a cloud link has been made



### Setup Error

If the machine does not connect to the network; ensure the name and password were typed correctly.



### BUNNlink Product Registration

Scan to register your machine on BUNNlink® for Customer Care Alerts, reports and further support.

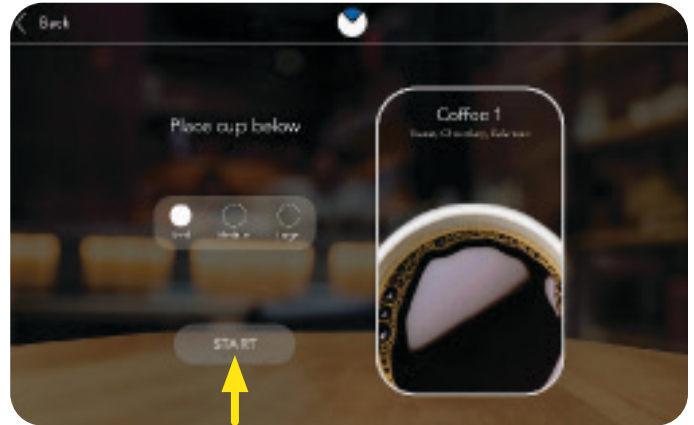
Please provide this QR code the customer or manager of the site.

## OPERATING INTERFACE

**NOTE: The machine comes pre-loaded with four (4) recipes; two (2) hot beverage, and two (2) cold beverage.**

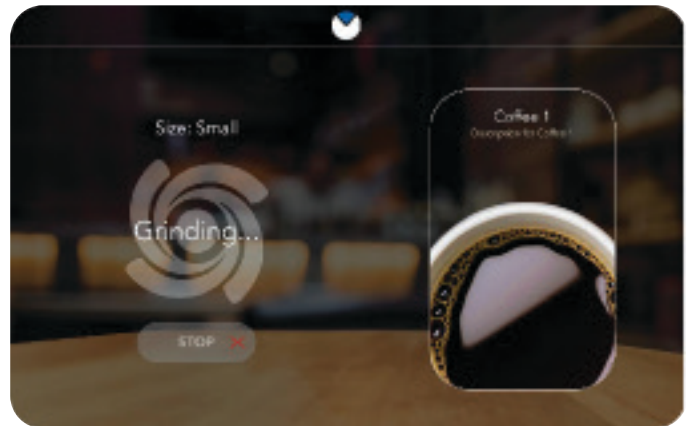
1. The first screen to appear is a "User" interface screen, also known as the beverage "Carousel". Drink selections viewable are accessed by swiping left or right across the screen, or by touching the arrows located on the left and right.

Press the desired drink icon to select.



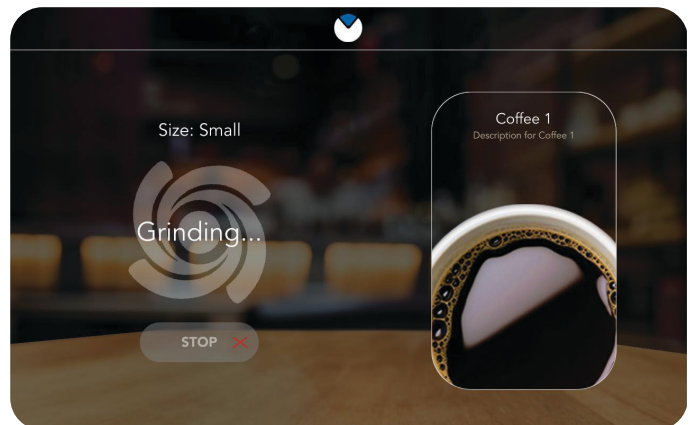
2. Once a selection has been made by touching the screen, the user is prompted to select the desired beverage size, and then to place the beverage container (cup) on tray below. The user will then touch the "START" button on the screen to begin.

NOTE: If the beverage selected is an iced beverage, the screen will prompt the user to fill the cup with ice prior placing the beverage container (cup) on the tray.

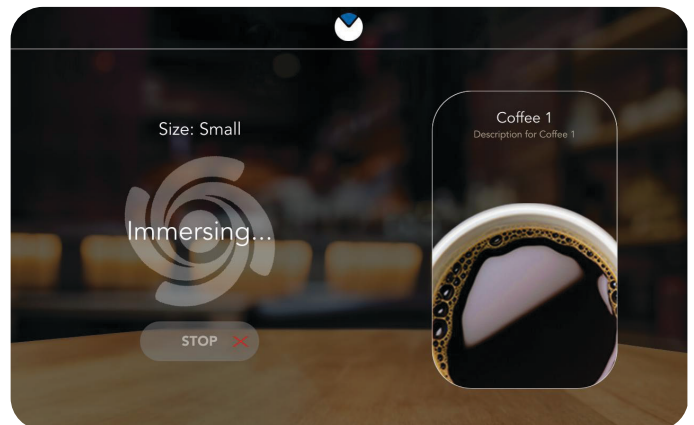


3. The next screen after pressing the start button is the "Grinding" screen. The user is shown the coffee selection and that the coffee beans are being ground.

NOTE: The user can press the "STOP" during this process to cancel this beverage.

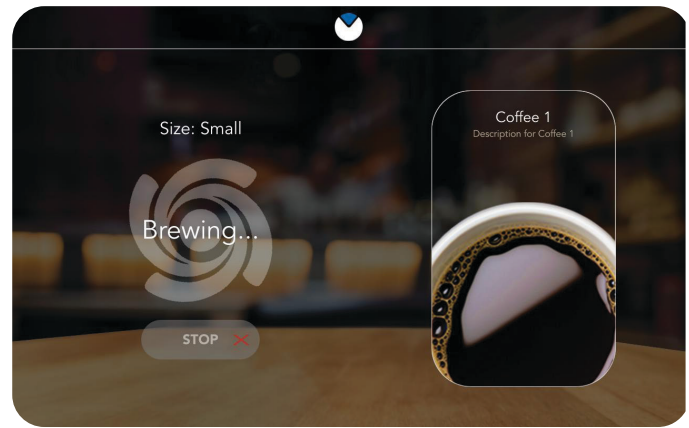


4. The next screen shown after "Grinding" is "Immersing" where brew water is added to the ground beans.

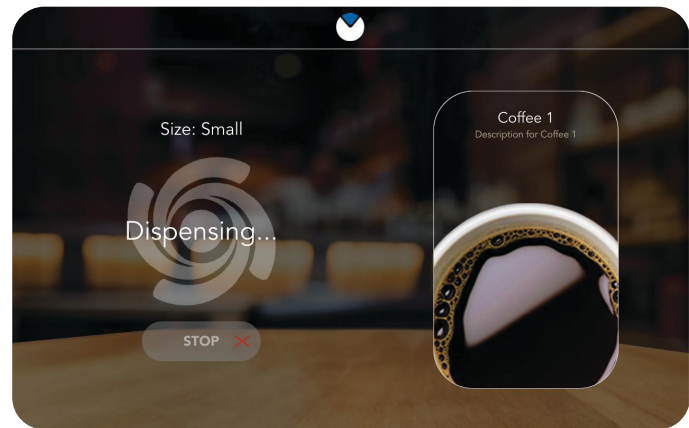


## OPERATING INTERFACE

- The next screen after "Immersing", is the "Brewing" screen. The ground beans and brew water is allowed to sit permitting the flavors to bloom.



- The next screen shown to the user is the "Dispensing" screen. The user's selection is now being dispensed.



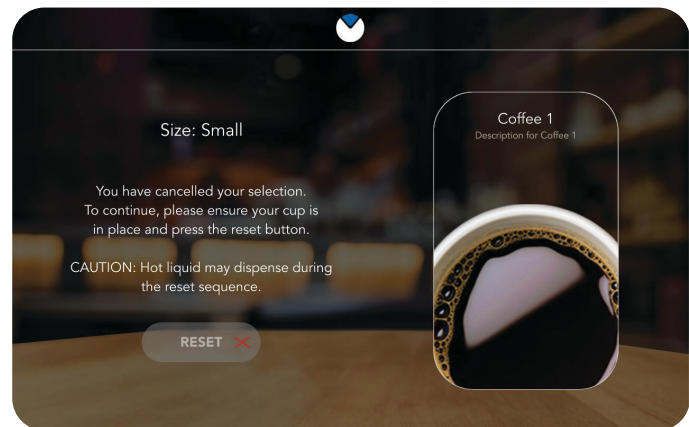
- If the "STOP" button has been pressed, the user will be presented with a new screen that indicates that the unit has "Paused" (cancelling) the beverage selection.

- After pressing the "RESET" button, the user will be presented with a new screen indicating that the machine is "RESETTING".

NOTE: Do not remove your cup from the drip tray while the machine is resetting. This is a system reset & the machine will perform a reset cycle.

NOTE: liquid may be dispensed.

The user will then be returned to the original selection screen.



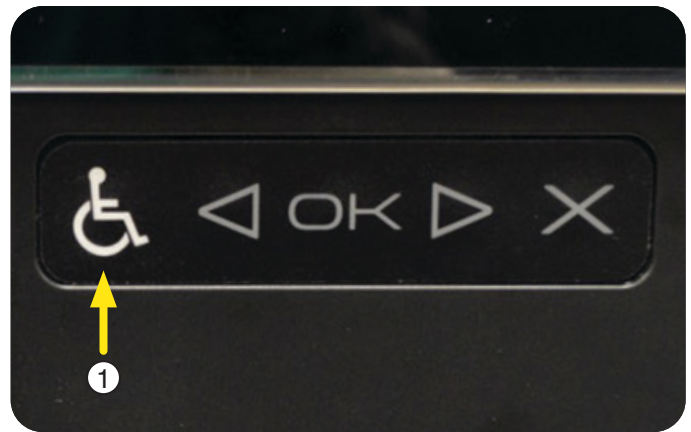


# OPERATING INTERFACE

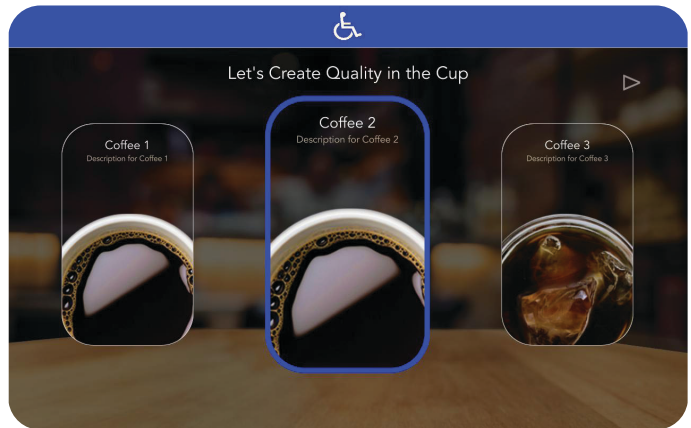
## ADA Interface

1. To activate the ADA screen interface, the user must press the accessibility symbol (wheelchair icon).

This will cause the screens to be modified with a blue banner at the top and a blue highlight around the items being selected. The left/right arrows will move the blue highlight from one selection to the next.



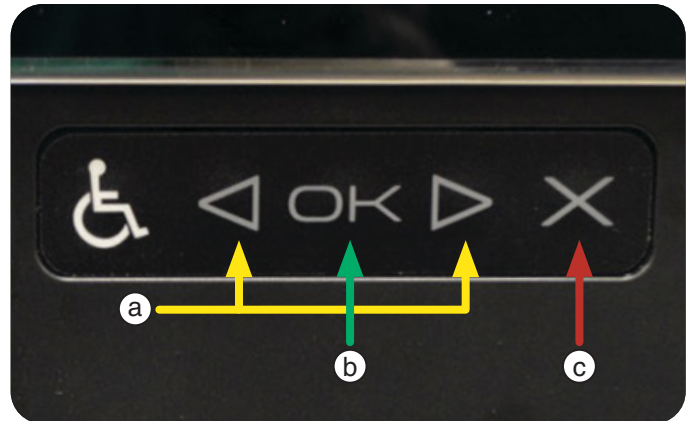
2. When activated, the screen will have a blue banner at the top, and a blue highlight around the item being selected.



3. Navigate around the screens using the Left and Right arrows on the ADA interface.

- a. Select a beverage (using left and right arrows).
- b. Press the "OK" button to confirm it.
- c. Pressing the "X" cancels the selection.

NOTE: If the beverage selected is an Iced Beverage, the screen will prompt the user to fill the cup with ice prior placing the beverage container (cup) on the tray.



4. Selections available through the ADA interface on this screen; Previous, Small, Medium, Large, Extra Large and Start.

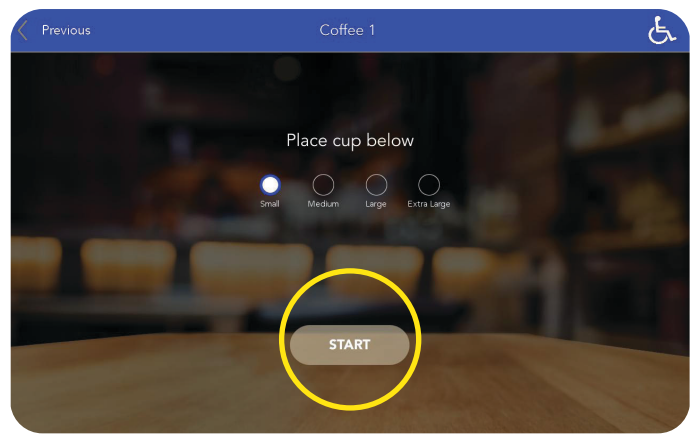
- a. Next, using the ADA arrows, choose a Beverage size.
- b. Press OK to enter selection.



# OPERATING INTERFACE

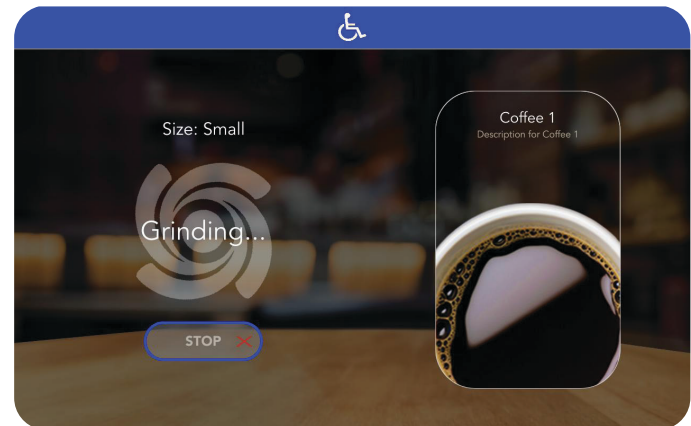
## ADA Interface (continued)

5. Press start.

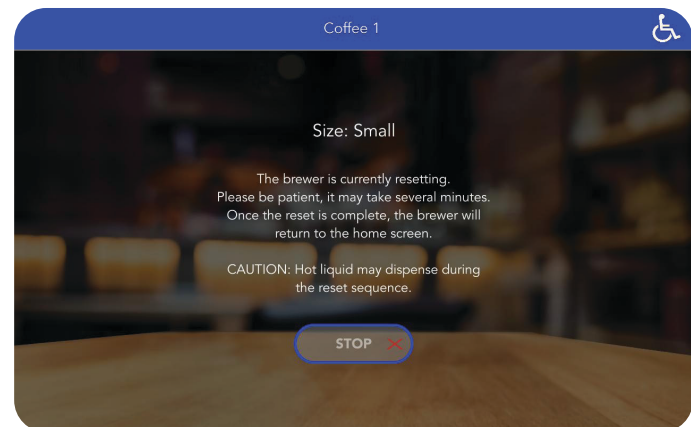


6. During operation, the following screens will appear in this order: Grinding, Immersing, Brewing, Dispensing.

The user can press the STOP button during this process to cancel this recipe selection.



7. The Stop/Reset is automatically highlighted. The user can cancel and reset by pressing OK or X.



# OPERATING INTERFACE

## VirtualTOUCH

VirtualTOUCH® is a beverage dispensing experience that is powered by BUNNlink®, our state-of-the-art cloud based IoT (Internet of Things) solution. Your customers now have the option of selecting and dispensing a beverage on their favorite bean to cup machine using the most convenient device, their personal smartphone.

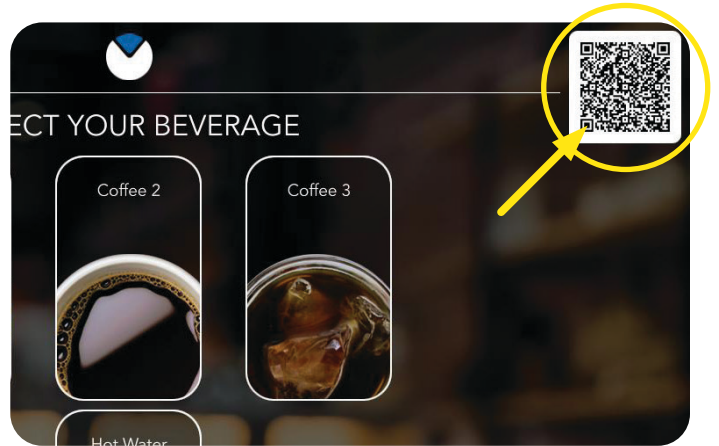
What is needed:

- Installed and registered BUNNlink connectivity on the machine.
- VirtualTOUCH feature enabled on the machine
- Smartphone that can read QR codes (most of the smartphones today are already capable or you can easily download a free QR code app)

BUNN VirtualTOUCH requires a QR code scanner to access the application to dispense a drink. Depending on what brand tablet or smartphone you carry, it may require you to download a QR code app before using VirtualTOUCH.

How to use VirtualTOUCH:

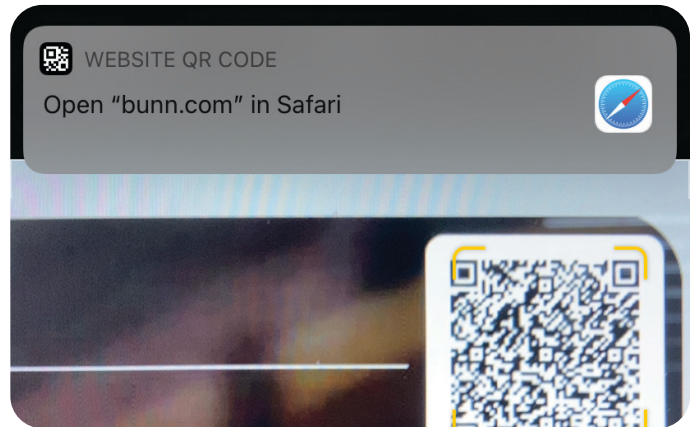
1. Use the smartphone to scan the QR code visible on the display of the machine.



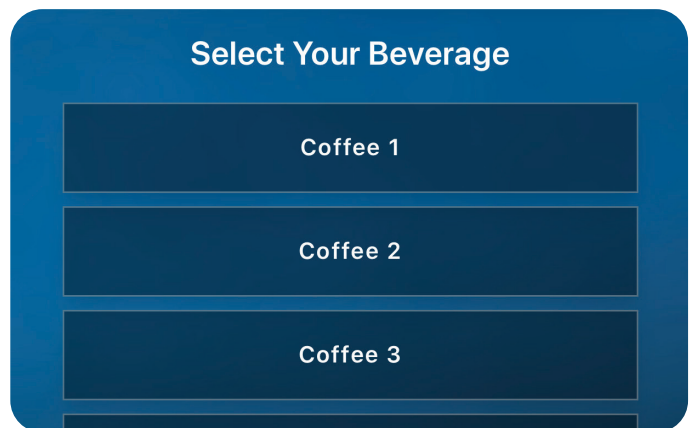
2. When prompted click on the link to open the BUNN VirtualTOUCH webpage. ([www.bunn.com/clean-contact-solutions](http://www.bunn.com/clean-contact-solutions)).

It acts just like an APP without the need to install one from an app store.

NOTE: Your default web browser will vary.



3. Select your favorite beverage shown on the VirtualTOUCH webpage.

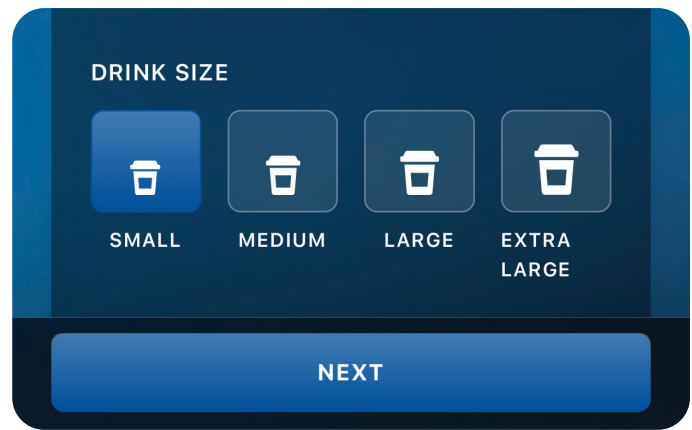


# OPERATING INTERFACE

## VirtualTOUCH (continued)

4. Select Size.

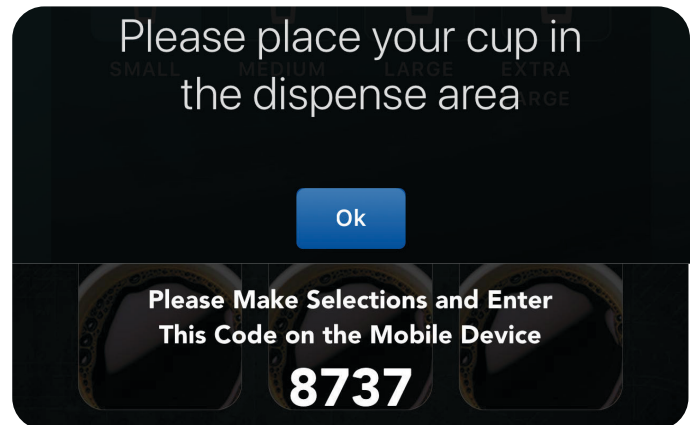
Press NEXT.



5. Place your Cup in position. For iced beverage, place cup with ice in position. Press OK.

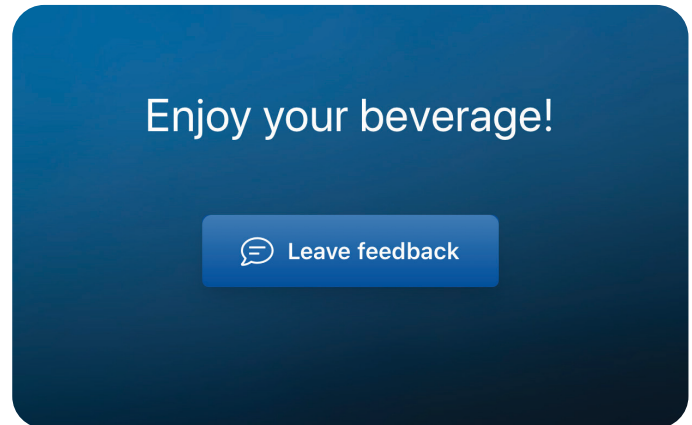
6. Enter the 4-digit code as it is shown on the display of the machine and press DISPENSE.

NOTE: This is to confirm that you are standing in front of the machine and ready to take the drink.



7. Allow time for the beverage to finish dispensing before removing the cup.

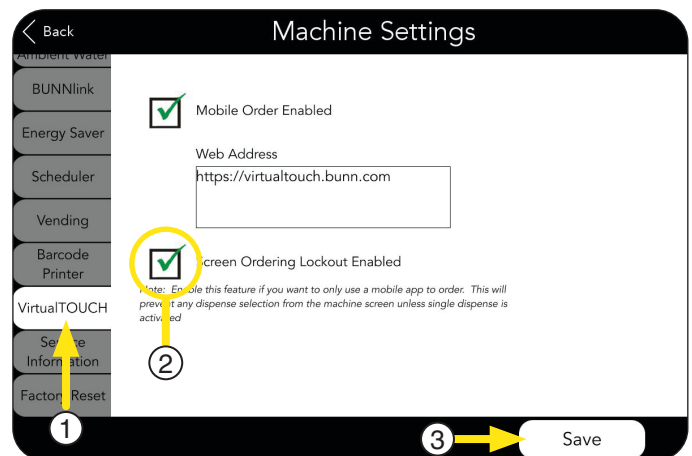
Enjoy!



## Screen Ordering Lockout

Allows you to enable lockout for touchless dispensing only.

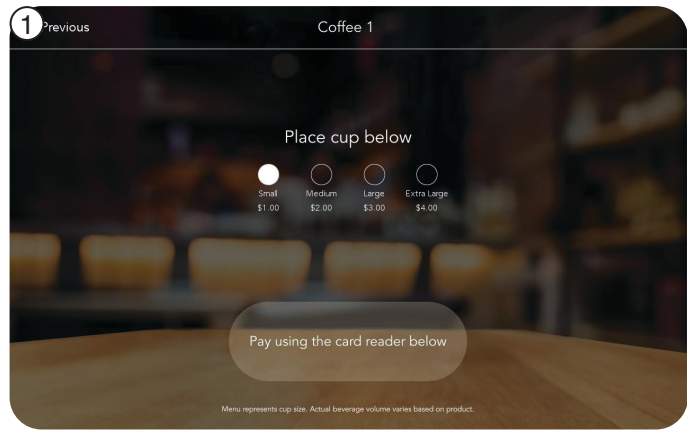
1. In MACHINE SETTINGS select VirtualTOUCH tab.
2. Select Checkbox next to SCREEN ORDERING LOCKOUT ENABLED to use this feature.
3. Press SAVE.



# OPERATING INTERFACE

## Optional Cashless Payment System

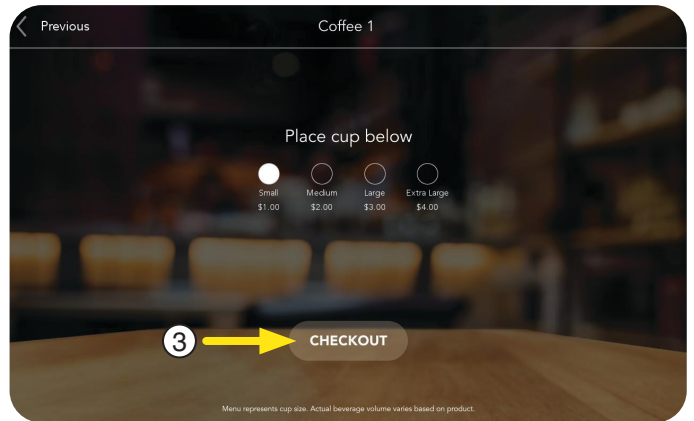
1. Place cup under dispense nozzle.  
Select cup size.



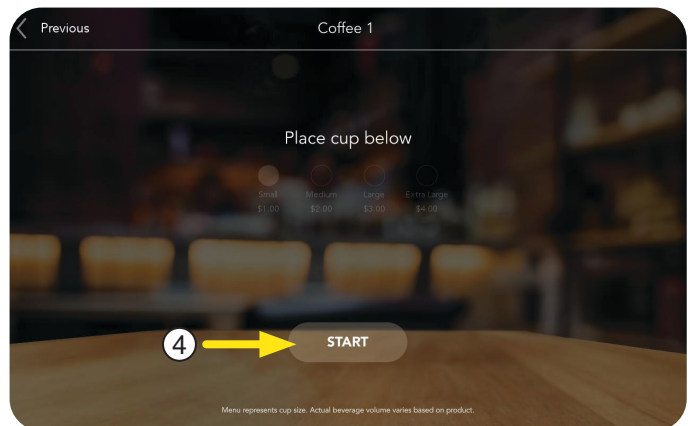
2. Swipe credit/debit card to start process.



3. Press the CHECKOUT button to lock in size selection.



4. Press the START button to dispense.

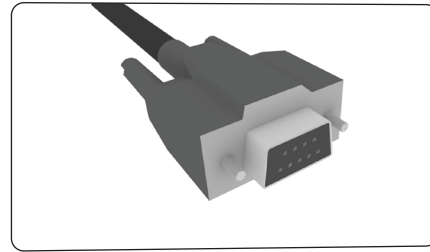


# OPERATING INTERFACE

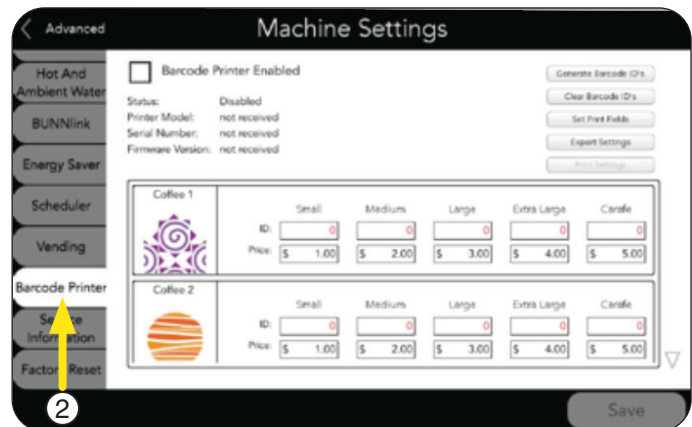
## Barcode Printer Setup

NOTE: Printer hook up to the machine requires a db-9 cable.

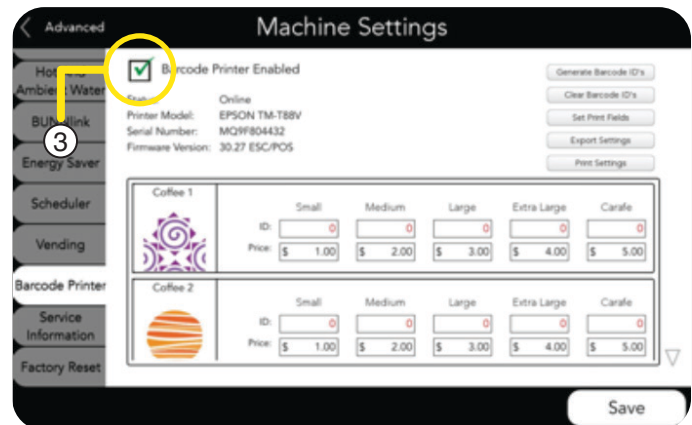
1. If the machine is printer capable, and a printer has been connected, the machine must be set up to enable printing.



2. Navigate to the MACHINE SETTINGS screen, and touch the BARCODE PRINTER tab on the left.



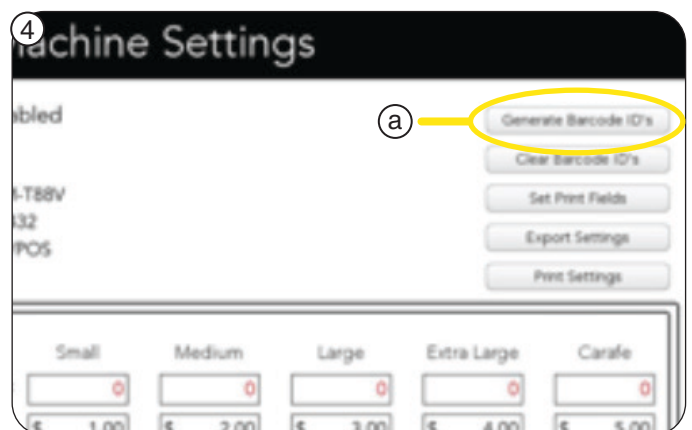
3. Check the box next to BARCODE PRINTER ENABLED in the upper left of the screen.



4. Barcodes can be entered for each product two ways - **Automatically** and **Manually**:

### *Automatically*

- a. Press the GENERATE BARCODE ID'S button in the upper right corner.

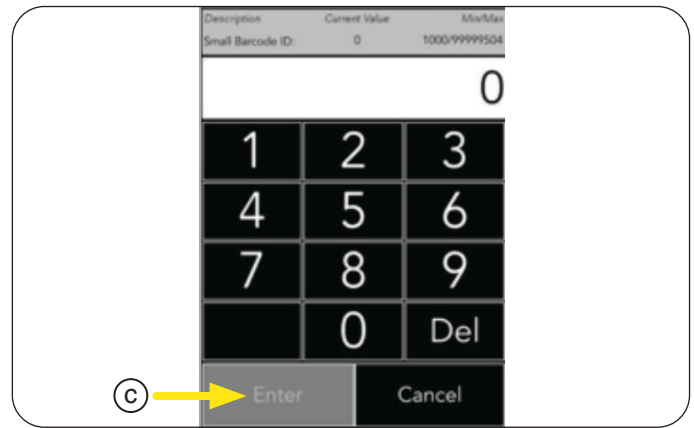


## OPERATING INTERFACE

### Automatically

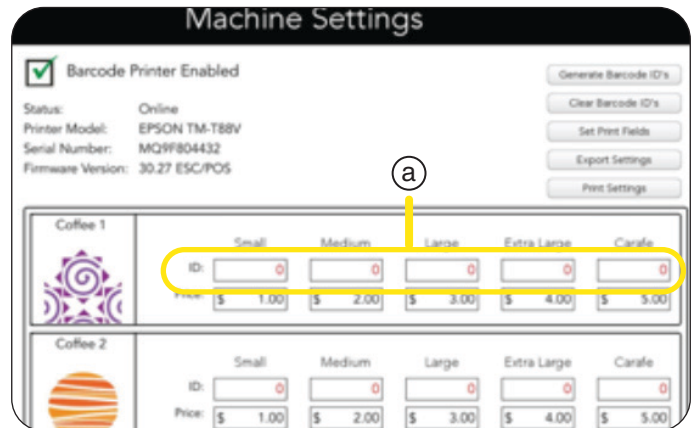
Generate Barcode ID's (continued)

- Use the keypad to enter the barcode ID number for the first barcode you require.
- Press ENTER.
- The ID fields will be automatically populated with barcodes, starting with the ID number you entered.
- Repeat for each beverage and size.

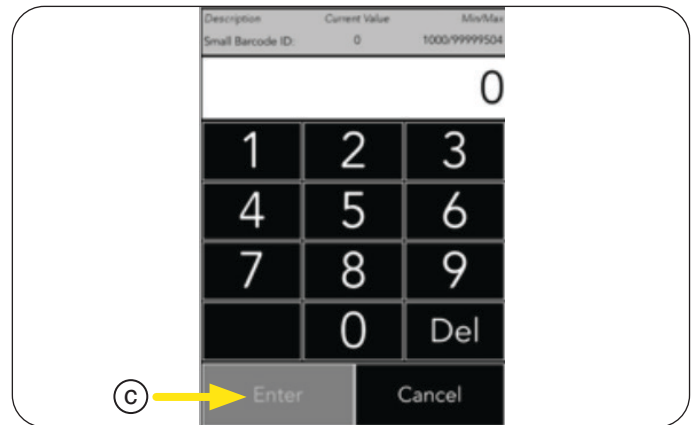


### Manually

- Barcodes can be manually entered for each beverage by touching the ID box for that beverage.

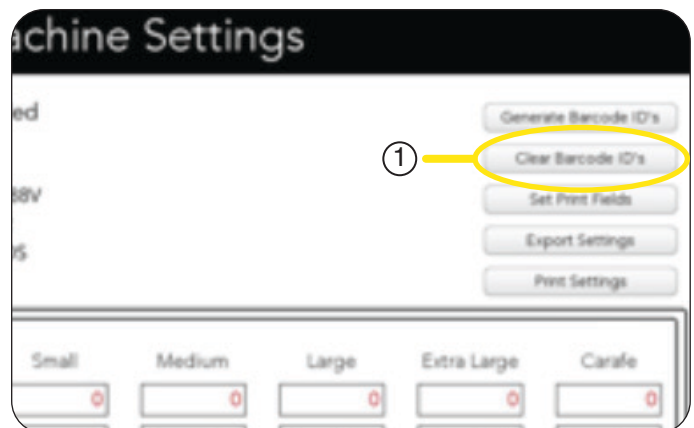


- The keypad will appear.
- Hit ENTER
- The ID fields will be automatically populated with barcodes, starting with the ID number you entered.
- Repeat for each beverage and size.



## CLEAR BARCODE NUMBER

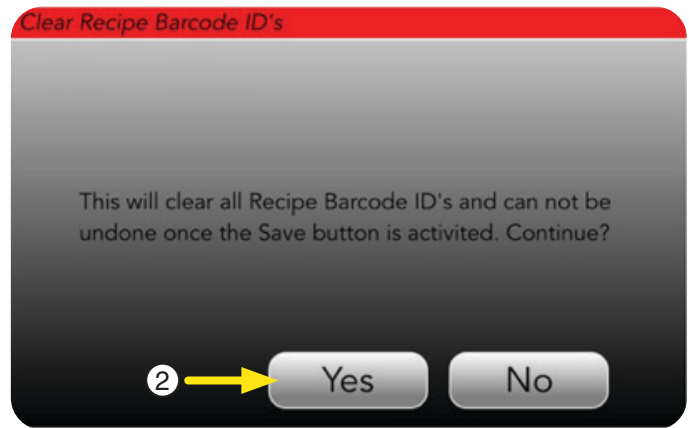
- Barcode ID's can be cleared by touching the Clear Barcode ID's button in the upper right.



## OPERATING INTERFACE

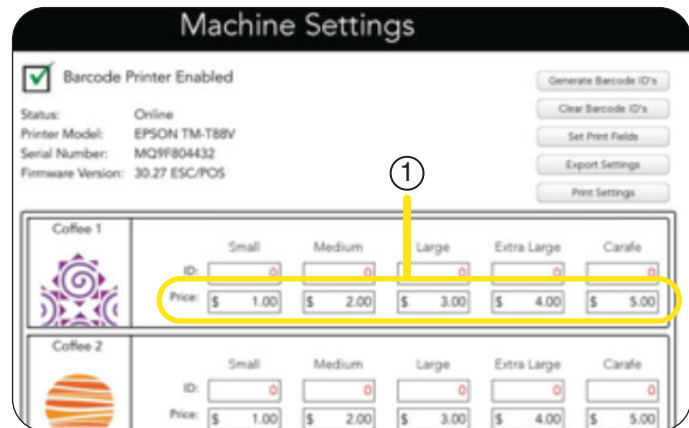
### CLEAR BARCODE NUMBER (continued)

2. Press Yes to clear all barcode ID's, or No to exit the menu.



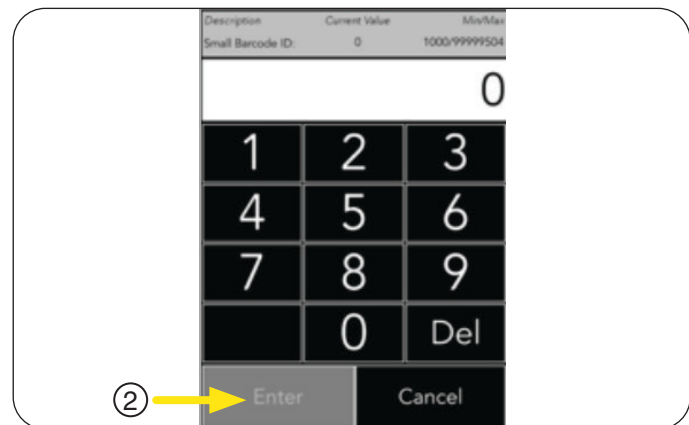
### SETTING BEVERAGE PRICES

1. To set the price for a size, press the Price box for the size to be set.



2. Use the keypad to set the price, then press ENTER.

Repeat for the remaining sizes and beverages.



3. The main screen will return.

4. Select any beverage.

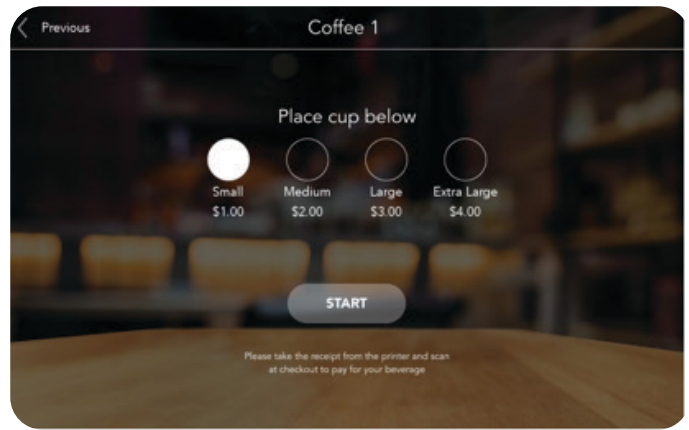




## OPERATING INTERFACE

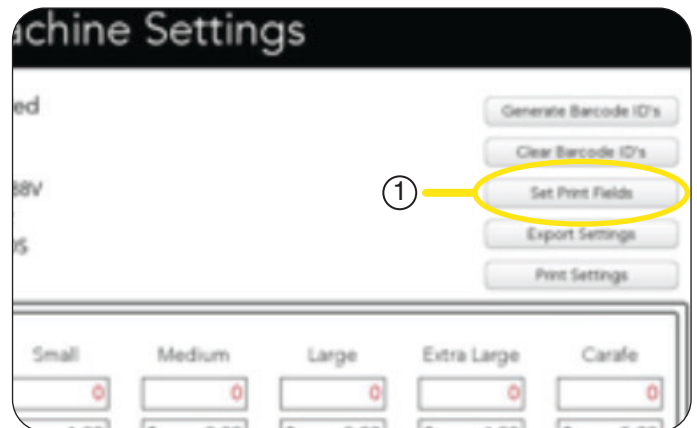
### SETTING BEVERAGE PRICES (continued)

5. Verify that the correct price is shown for each size selection.

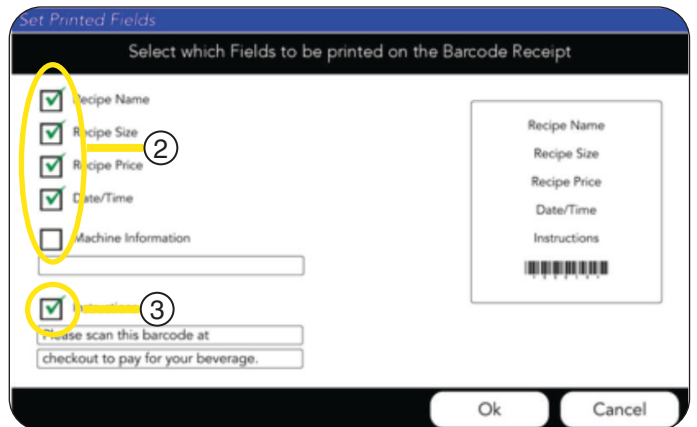


### SET PRINT FIELDS

1. Fields to be printed can be selected by pressing the SET PRINT FIELD button in the upper right.

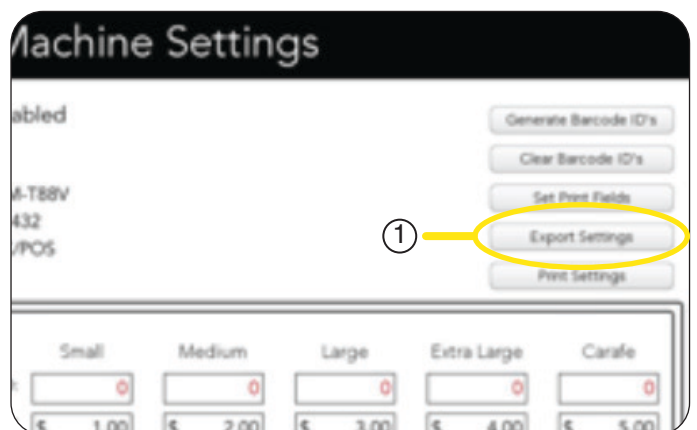


2. Check or uncheck boxes to select the fields which are to be printed on the barcode receipt.
3. If instructions is checked; touch inside the box to bring up a keypad to enter the desired instructions.
4. Press Return key to save, press keyboard icon on lower right of keyboard to cancel.



### EXPORT SETTINGS

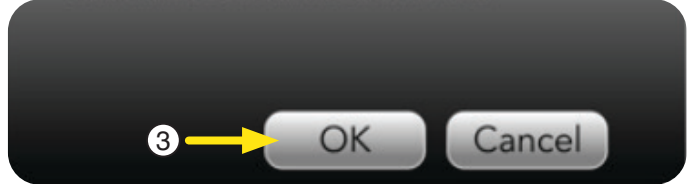
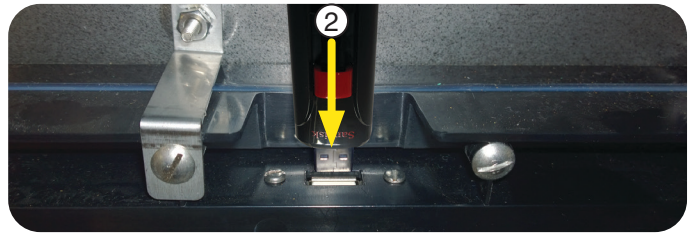
1. The barcode and price settings can be exported by pressing the EXPORT SETTING button.



## OPERATING INTERFACE

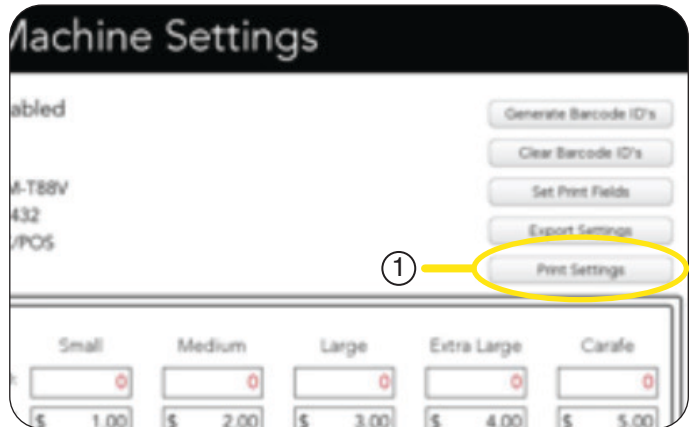
### EXPORT BARCODE SETTINGS (continued)

2. Insert a USB stick into the USB port on the back side of the front door.
3. Press OK.
4. The main screen will return.
5. Remove USB stick.
6. Close door.

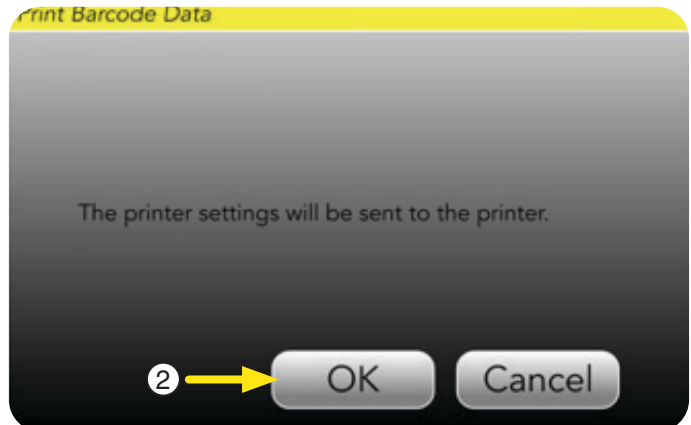


### PRINT SETTINGS

1. Printer setting can be sent to the printer by pressing the PRINT SETTINGS button.

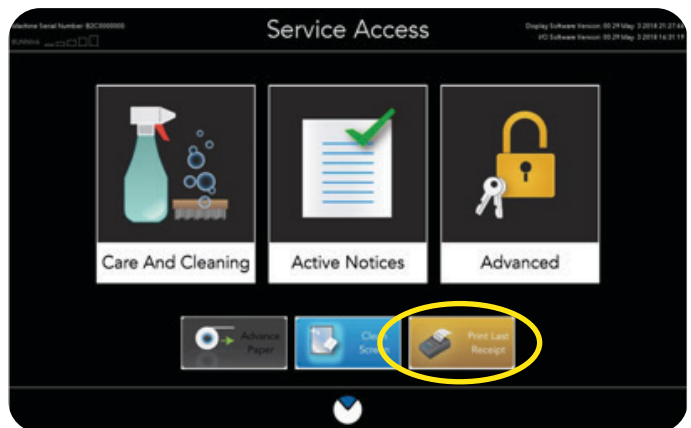


2. Press OK to print the printer settings.



### PRINT LAST RECEIPT

On the service access panel, the last receipt can be printed by pressing the PRINT LAST Receipt button in the lower right.



## FILTER PAPER REMOVAL

### Removing Spent Filter Paper

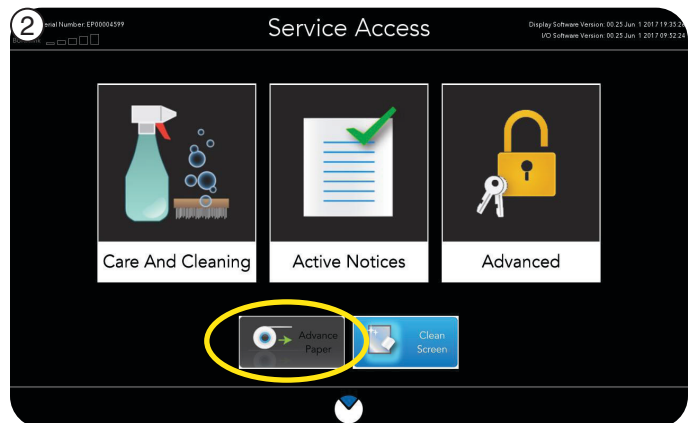
When the take-up roller has reached the maximum allowable amount, the machine will signal a paper roller full condition, and lock out brewing.

**The used paper must be removed.**

1. To remove the used paper, press and hold the BUNN logo icon at the top of the screen for 3 seconds to access the SERVICE ACCESS screen.
2. Press & hold the ADVANCE PAPER button for 3 seconds to dispense all of the used grounds.

**NOTE: The DOOR MUST REMAIN CLOSED!**

3. Open the brewer door and cut or tear the filter.



## FILTER PAPER REMOVAL

### Removing Spent Filter Paper (continued)

4. Turn the handle for the paper take-up roller to the vertical position.
5. Pull the handle away from the machine to remove.



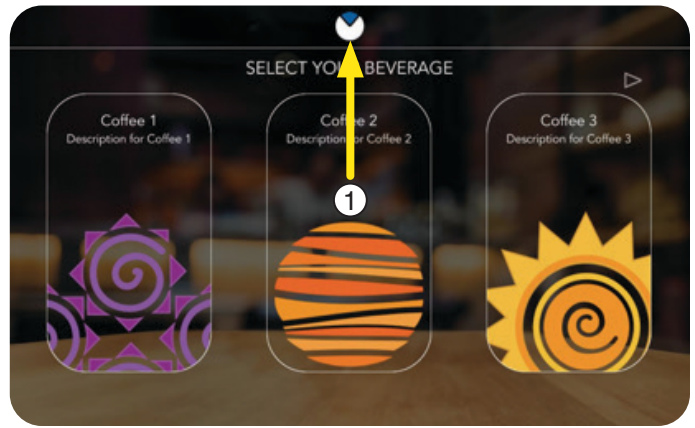
6. Remove the used paper roll from the machine, or push it into the grounds bin.

Refer to "Filter Paper Installation" section in this manual to reset the take-up roller.

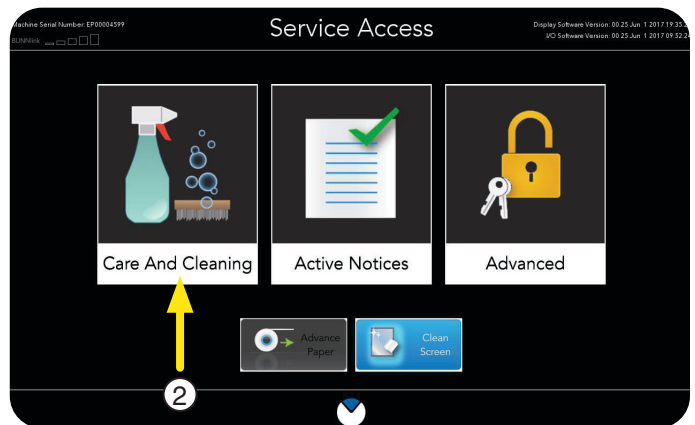


## SERVICE ACCESS

1. Press and hold the BUNN logo at the top of the screen for 3 seconds to access the SERVICE ACCESS screen.



2. From the SERVICE ACCESS screen, press the CARE AND CLEANING button.



## Care and Cleaning

### DAILY

The use of a damp cloth rinsed in any mild, non-abrasive, liquid detergent is recommended for cleaning all surfaces on Bunn-O-Matic equipment.

### Exterior Surfaces

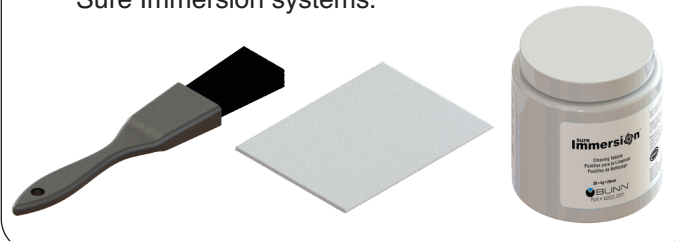
- Do not use any abrasive materials.
- Use a soft, dry cloth to wipe down the exterior surfaces of the dispenser to maintain the luster of the stainless steel finish.
- Wash the stainless steel interior surfaces of the dispenser with warm, soapy water. Rinse with warm, clear water. If the water is hard, wipe the dispenser dry with a soft cloth to prevent spotting.
- Use cleaning cloth provided, to clean the acrylic door panel.

### Parts Washing

- a. Remove and wash the drip tray and drip tray cover in a mild detergent solution.
- b. Rinse thoroughly.
- c. Wipe the lower front panel, door, and cabinet with a clean damp cloth.

### CLEANING SUPPLIES INCLUDED WITH MACHINE

1. Brush and cloth for touchscreen cleaning.
2. Low foam tablets formulated specifically for Sure Immersion systems.



## SERVICE ACCESS

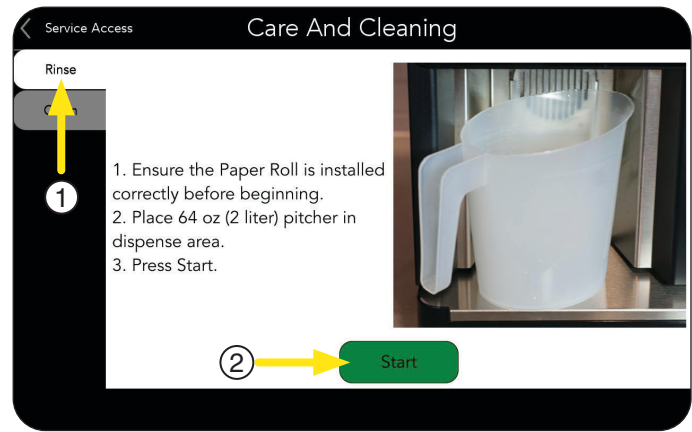
### Care and Cleaning

#### DAILY

##### Rinse Tab

1. From the CARE AND CLEANING screen, select the RINSE tab to prepare the equipment for rinsing the Brew Funnel and Brew Box.
2. Press the START button.

Follow the directions shown on the screen.



3. The CARE AND CLEANING screen will show a progress bar with the message "Please Wait - Rinsing".

NOTE: If for any reason the rinsing process needs to be halted, press the STOP button. The machine will pause. The user will then need to press the reset button to reset the machine. Insure the 64oz (2 liter) pitcher is ready to capture any water that is dispensed during the reset sequence.

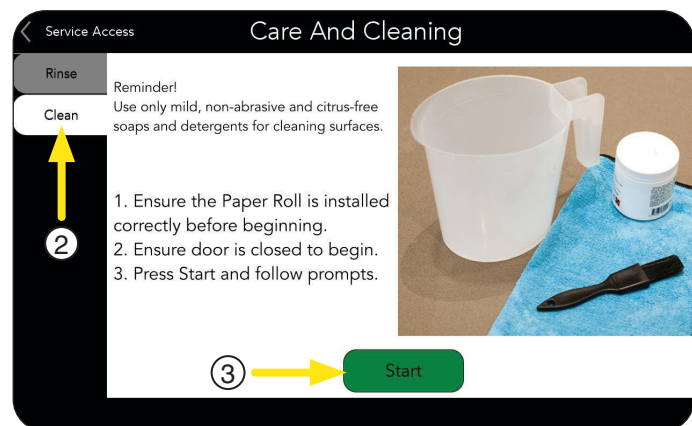
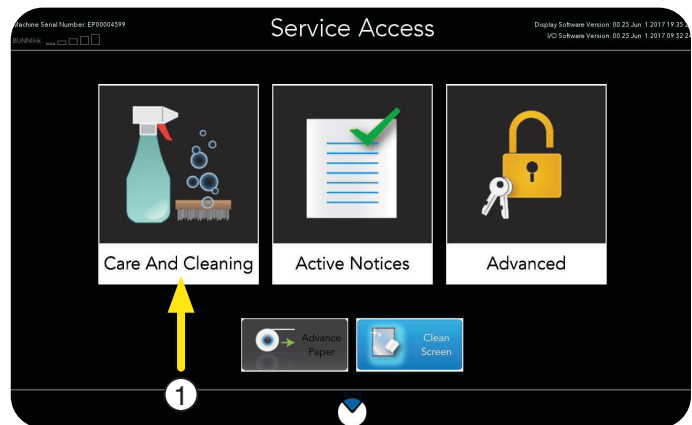


#### WEEKLY

##### Clean Tab

1. From the SERVICE ACCESS screen, press the CARE AND CLEANING button.
2. From the CARE AND CLEANING screen, select the CLEAN tab to prepare the equipment for cleaning of the brew system.
3. Press the START button to begin.

NOTE: In the upper left corner of the screen is a back arrow button that will allow the user to return to the previous Advanced Access screen.

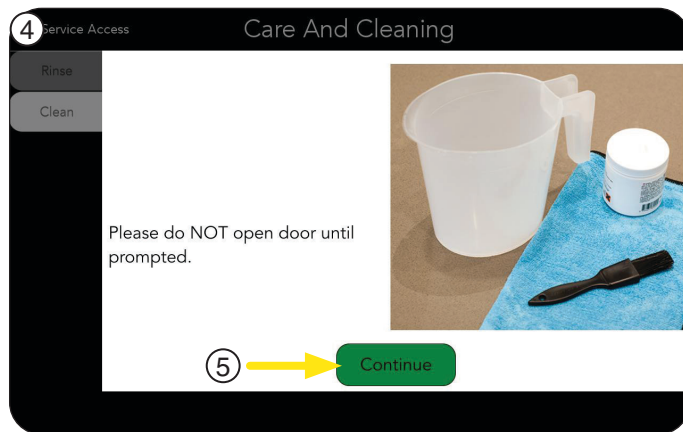


## SERVICE ACCESS

### WEEKLY

#### Clean Tab (continued)

- Once the START button has been pressed, a message saying "Please do NOT open door until prompted" will be displayed.
- Press CONTINUE button.  
NOTE: Once a cleaning process has started, the user can not exit without completing the cleaning or performing a Stop/Reset.



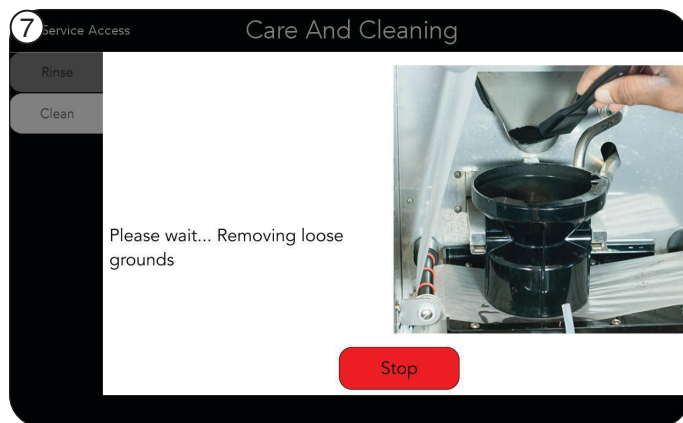
- Once the CONTINUE button has been pressed, the operator will be presented with a new screen indicating that the cleaning process has begun, and to "Please Wait... Removing Loose Grounds".



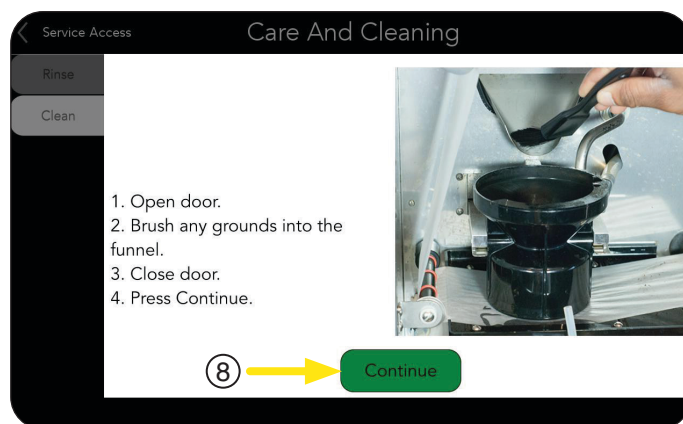
- During the "Removing Loose Grounds" step, there is no operator interaction.  
After the step has been completed, the operator will be prompted with a new screen.

NOTE: If at any time during the cleaning cycle, the process needs to be halted, press the Stop button.

The machine will reset, and return to the original start-up screen.



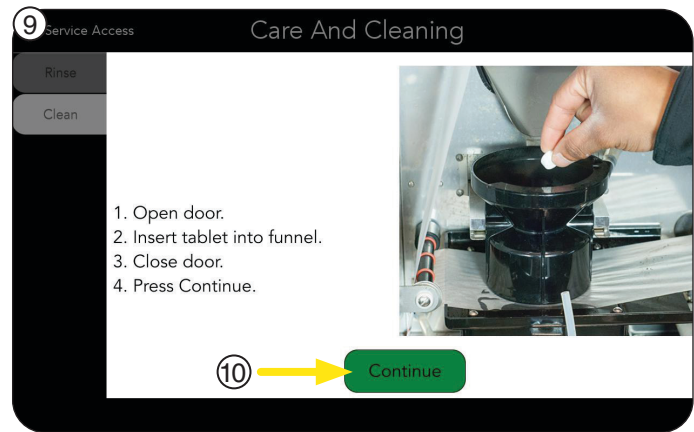
- Press the CONTINUE button to resume the cleaning process.



## SERVICE ACCESS

### Clean Tab (continued)

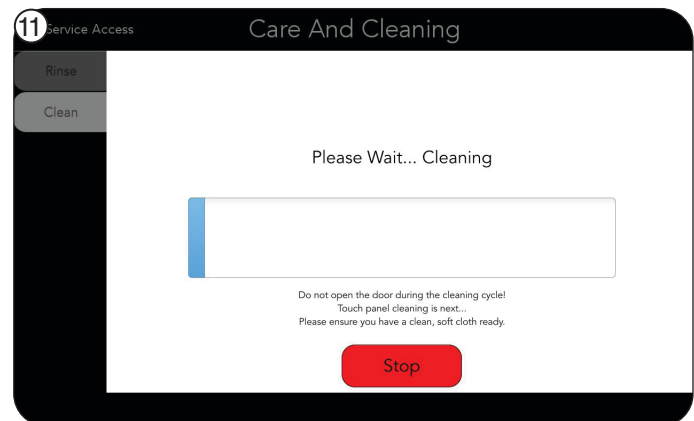
9. Following the steps to add a Cleaning Tablet.
  - a. Open door.
  - b. Insert Cleaning Tablet into Funnel.
  - c. Close door.
10. Press CONTINUE button.



11. The operator will be shown a progress bar with the message "Please Wait... Cleaning".  
When finished, the screen will return to the original startup screen.

**NOTE:** If at any time during the cleaning cycle, the process needs to be halted, press the STOP button.

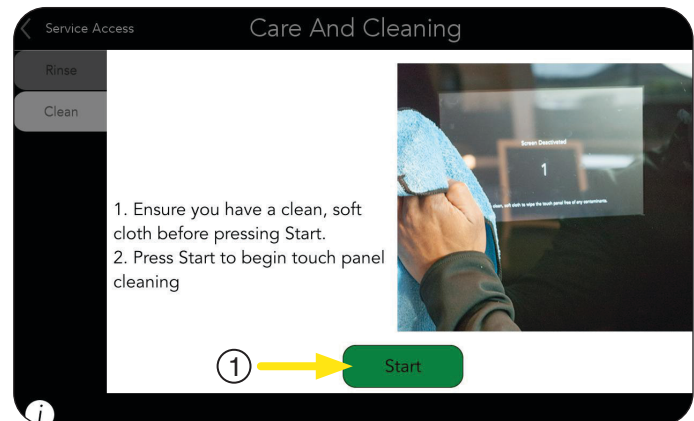
The machine will reset, and return to the original startup screen.



### Touch Screen

With internal cleaning complete, the operator will be prompted with a new screen to "Begin Cleaning Touch Panel".

1. Press START button.

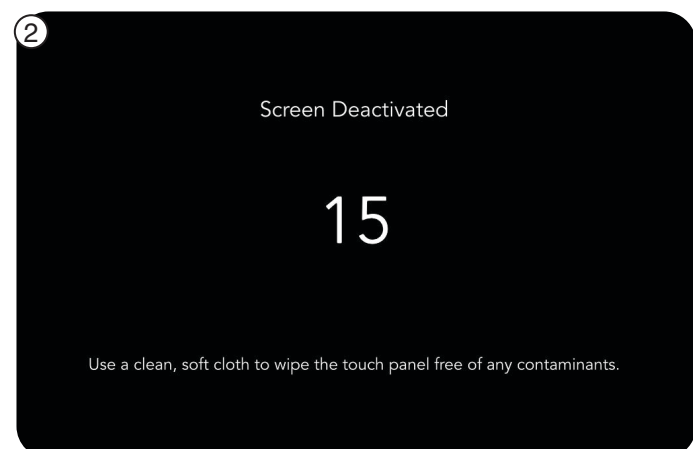


2. Once the Start button is pressed, the Touch Screen is deactivated for 15 seconds.

During this time, the screen will change and provide a countdown allowing it to be cleaned without activating any other operations.

**NOTE:** Clean the screen using the cloth provided in the cleaning products. The Surface should be free of debris and dry to the touch when completed.

Once the allotted time for touch screen cleaning has expired, the system will reset, and return to the home screen.





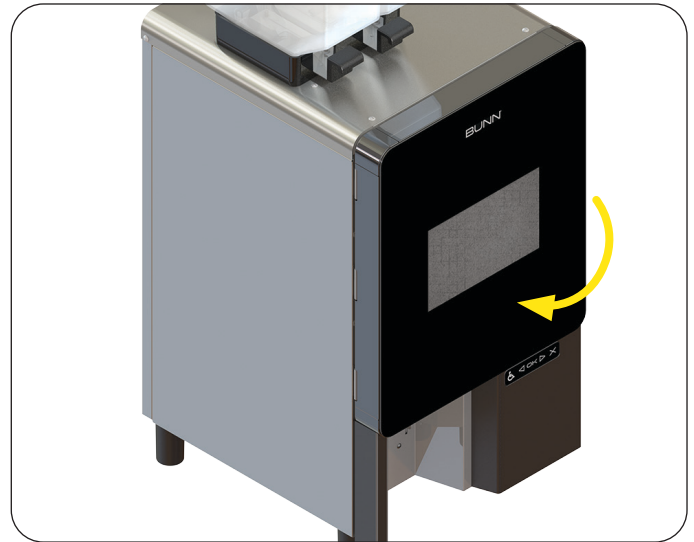
## SERVICE ACCESS

### WEEKLY

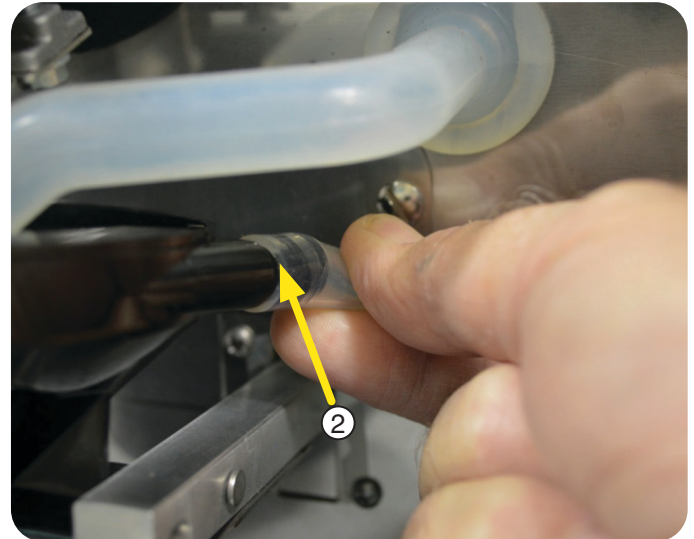
#### Brew Funnel - Removal and Washing

The Brew Funnel can be removed for a more thorough cleaning. This is recommended weekly or more often if required (heavy usage of the machine).

1. Open front door to remove Brew Funnel.  
NOTE: Brew Funnel must be in the upper position to be removed.



2. Slide the Rubber Hose (attached to the Brew Funnel) towards the rear of the machine to disconnect it from the Brew Funnel.



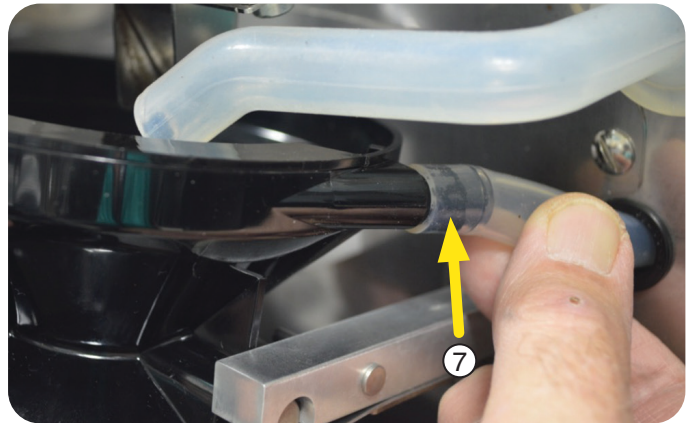
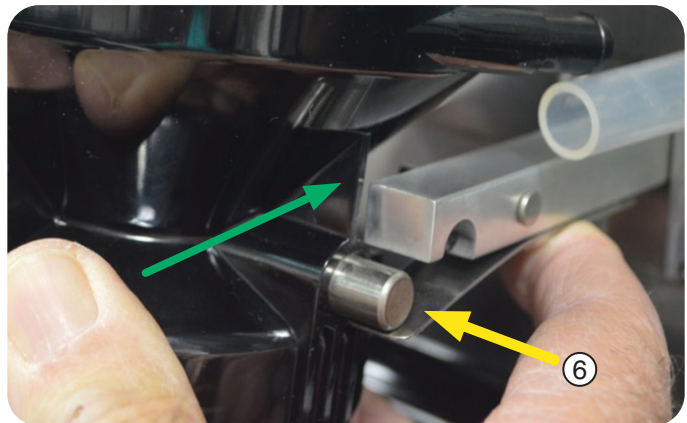
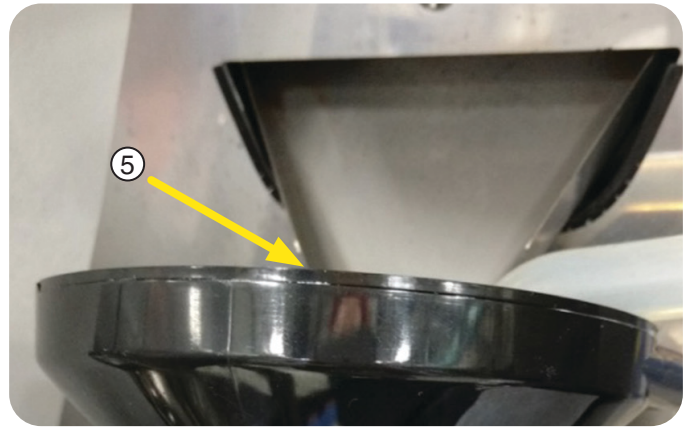
3. While pressing down on both Flat Springs under the funnel arms, pull the funnel down and forward to release it from the funnel arms.



## SERVICE ACCESS

### Brew Funnel Cleaning (continued)

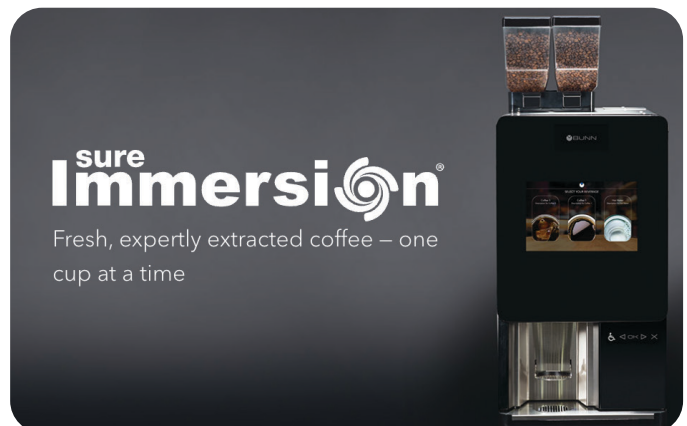
4. Clean the funnel using any mild, non-abrasive, liquid detergent. Do Not use abrasives to clean as this can damage the surface of the funnel. Rinse and Dry.
5. To reinstall the funnel, tip the top edge of the funnel under the Coffee Chute.
6. Place the Metal Pins on the Flat Springs.  
  
Push down and toward the rear of the machine to snap the funnel into the funnel arms.
7. Reconnect the Rubber Hose by sliding it over the funnel inlet fitting. The hose must be fully engaged on the fitting.
8. Close the front door to resume normal operation.



### Preventive Maintenance

There is a recommended PM kit available. Refer to the illustrated parts catalog on the BUNN website for the Sure Immersion 220 to obtain part number for ordering:

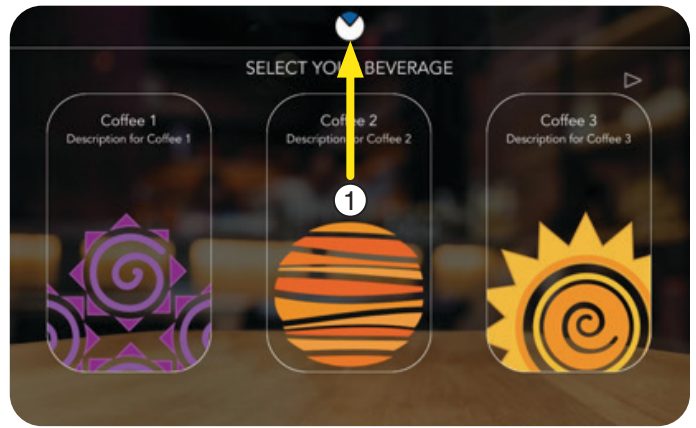
- Sure Immersion 220 12-Month Preventive Maintenance Kit.



# SERVICE ACCESS

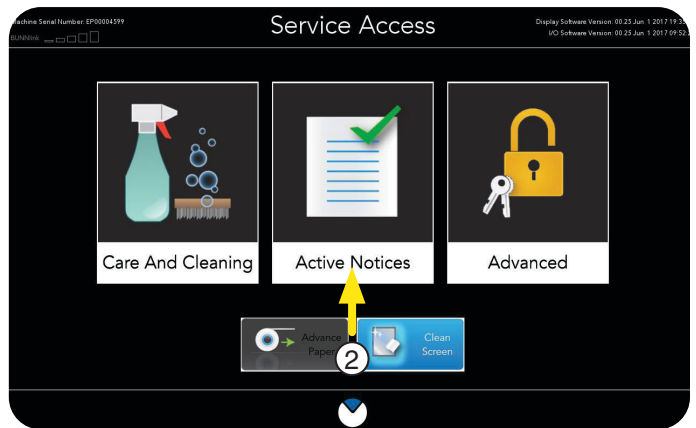
## Active Notices

1. Press and hold the BUNN logo at the top of the screen for 3 seconds to access the SERVICE ACCESS screen.

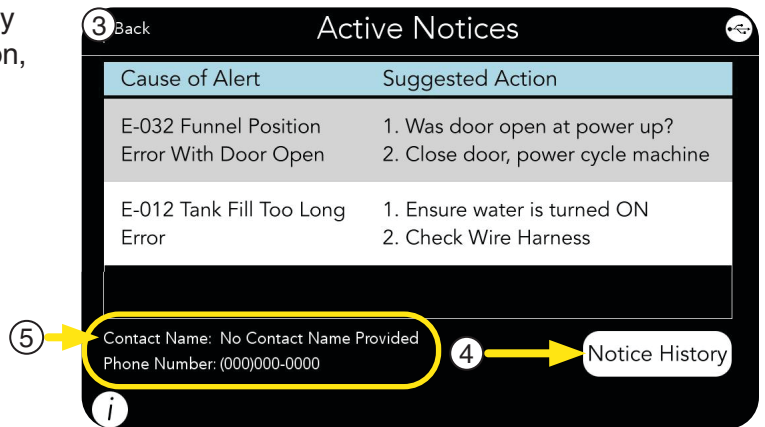


2. From the SERVICE ACCESS screen, press the ACTIVE NOTICES button.

NOTE: Pressing the BUNN icon will return the user to the main screen.



3. The ACTIVE NOTICES screen will display any faults that have occurred by name & description, and give probable causes, and a solution to clear the fault.
4. A NOTICE HISTORY button is located in the lower right portion of the screen, and can be used to view previous events (Notices).
5. Service Contact information is also provided.



## Notice History

This screen will display the event name, the date it occurred, what time of the day it occurred, how many times it happened, and the machine's state.

6. Use the UP or DOWN Arrows shown on the right side of the screen to scroll through the events list.
7. Press the Refresh button located in the lower right portion of the screen to refresh the list.

