

CHANGE CARTRIDGE FILTER PROCEDURE

A cartridge filter needs to be changed when you notice a pressure drop, or 3 times per year if no pressure drop is noted. Color alone does not necessarily signify the cartridge needs changing.

1. Shut off the water before and after the filter, and place a bucket underneath the filter. Note: A ball valve is in the off position when the handle is perpendicular to the pipe it is on.
2. To release pressure: Depress the red button on top of the filter to release pressure. Some water will flow out. OR, you can open the closest sampling tap (faucet) to release the pressure, as long as this tap is within the ball valves you have closed.
3. Using the wrench supplied, turn the clear plastic or blue holder clockwise (facing top view down) 1-2 turns. Unscrew the remainder by hand.
4. Drain the holder and replace the cartridge, adding one teaspoon of chlorine bleach (unscented Clorox) to the holder.
5. Screw the holder back on, making sure the "O" ring is in place, and hand tighten. Follow up with a half turn or full turn with the wrench, but do not overtighten; you should not have to strain.
6. Press the red button down until all air has escaped from the filter sump while turning on the water slowly on the incoming side to fill the filter. A leak at this stage indicates either a missing "O" ring, or some grit along the edge of the housing or "O" ring.
7. Turn on the water on the outgoing side.
8. Any questions or concerns, call!

