

FOUNTAIN ASSEMBLY

1. Before using the fountain, wash basin and other removable components with warm, soapy water and dry thoroughly. **The basin bowl should be hand washed and not be submerged in liquid or put in a dishwasher.** All other removable components are dishwasher-safe. **Do not allow water to enter the fountain base housing through the vent holes, base screen, or other openings as this will damage the electrical components.**
2. Make sure fountain basin is secured tightly onto fountain base. Turn clockwise to tighten; do not over-tighten.
3. Place the fountain base on a sturdy, level surface. The fountain MUST be level in order for the chocolate to curtain properly. Rotate the adjustable leveling feet up or down until all sides are even. Assess the level of the fountain by placing a torpedo level on the basin rim in several different places if necessary.
4. To meet ETL Sanitation Guidelines, the included adjustable feet extensions (CF44) or adjustable feet covers (CF34/27/23) must be assembled. Please follow the steps below:
 - a. CF44
 - i. Turn the fountain base over so that the screen covering the internal components of the fountain is facing up. Unscrew the 3 adjustable feet. Screw in the enclosed non-adjustable feet extensions. Screw the fountain feet into the non-adjustable feet extensions so that they are secure and no screw threads are showing.
 - b. CF34/27/23
 - i. Turn the fountain base over so that the screen covering the internal components of the fountain is facing up. Unscrew the 3 adjustable feet. Place one adjustable foot cover on the bolt of the foot so that it covers the threads of the bolt. Screw the foot back into the fountain base all the way so that no threads of the foot bolt are exposed. Repeat steps 3 and 4 for the remaining 2 feet.
5. Position the cylinder to fit inside the stainless steel sleeve located in the basin so that the cylinder stands in place. The welded button on the cylinder should fit inside the slotted groove on the sleeve. **Press down on the cylinder to ensure that it is firmly placed.**
6. For all fountains other than the convertible 44", slide the largest tier over the cylinder until it stops in position over the bottom step on the cylinder wall. Position the remaining tiers in the same way, working from largest to smallest. All tiers should slope downward. On Aztec and Cortez fountains, the top tier is attached to the crown and will be positioned in step 7. For the Convertible 44" Fountain:
 - a. Remove the largest cylinder piece from the tierset case and insert it into the sleeve of the basin bowl. The two notches on the rim of the cylinder should be at the top.
 - b. Begin placing the first two tiers on the cylinder starting with the largest tier first and then the second largest tier. Make sure the dome shape of the tier is facing down.

- c. Place the cylinder extension on the top of the cylinder (widest part goes first) and twist it until it locks in place.
 - d. Place the remaining three tiers on the cylinder starting from largest to smallest.
 - e. Auger: The auger has 3 parts: large section, small section and knob. Reverse thread (right to loosen, left to tighten) the knob on the small section of the auger. If the knob is too tight to use your hand you may use a crescent wrench to remove it. Attach the small section of the auger (with the knob) to the large section of the auger. Turning to the right to loosen and left to tighten. Make sure the auger sections are threaded firmly and the auger flights match up between the two sections.
7. Place the optional stabilizer over the auger knob. Holding the auger by its knob, lower it into the cylinder. Fit the auger over the square pin in the center of the basin. The lip of the stabilizer will rest on the top of the cylinder. Turn the auger clockwise to be sure it is securely in place. You should feel resistance when the auger is properly seated. **If melting chocolate in the basin, wait until the chocolate is completely melted before inserting the auger into the cylinder.**
 8. Fit the crown on top of the cylinder. The widest part of the crown should be at the top.
 9. Plug the fountain in and move the toggle switch to PREHEAT. Turn the temperature dial to 8 and allow the basin to preheat for 5 minutes. Once basin is preheated, see "CHOCOLATE PREPARATION" for melting temperatures and instructions.

*** All tier set components should be at room temperature before adding melted chocolate to the fountain. Chocolate will harden if it comes into contact with cold metal and can cause the auger to bind. ***

FOUNTAIN ASSEMBLY INSTRUCTIONS FOR 44" R4 CONVERTIBLE CASCADE FOUNTAIN

1. Set the longest cylinder section firmly in the sleeve in the basin. The two notches on the rim of the cylinder should be on the top. Turn the cylinder in the sleeve until it locks in place.
2. Lower the cascade tier section labeled 1 until it rests on the cylinder.
3. Lower the tier section labeled 2 until it rests on the cylinder. Line up the straight etched line next to the number of the tier section with the same line on the first tier section. Follow this "Lining Up" process for the remainder of the tiers as they are set in place on the cylinder. Note: If you are using the convertible cylinder, take steps to verify that the "C's" on each tier align. If you are using the straight cylinder, then the "S's" should all align. (Example: 2 above 1, 3C above 2, 4C/3S above 3 C and crown 5C above 4C/3S.)
4. After setting in place Tier 2, set the Extension Cylinder Seal in place (narrow end facing down) by pressing it firmly over the top edge of the cylinder and rolling the Seal back over itself slightly.
5. Place the Extension Cylinder Section on top of the cylinder, turning it slightly until it locks in place. Roll the Seal back up so that it covers both the lower cylinder and the Extension Cylinder Section. This seal is to prevent chocolate from leaking

out of the joint between the two cylinder sections. (Watch the Sephra Cascade Fountain video on YouTube to see how this is to be done correctly.)

6. Lower the tier labeled 3C until it rests on the cylinder.
7. Lower the tier labeled 4C/3S until it rests on the cylinder.
8. Place the Top Seal on top of the Extension Cylinder until the inner lip of the seal rests on top of the Extension Cylinder section.
9. Place the Crown over the Top Seal and press it down until there is a tight, even fit over the seal. Line the 5C etched on the crown over the line next to the 4C on the fourth tier.

FOUNTAIN ASSEMBLY INSTRUCTIONS FOR 44" SEPHRA R3 CASCADE FOUNTAIN (STRAIGHT 44" CYLINDER)

1. Set the cylinder firmly in the sleeve in the basin and turn it slightly until it locks in place.
2. Lower the Cascade tier section labeled 1 until it rests on the cylinder.
3. Lower the tier section labeled 2 until it rests on the cylinder. Line up the straight etched line next to the number of the tier section with the same line on the first tier section. Follow this "Lining Up" process for the remainder of the tiers as they are set in place on the cylinder, i.e., 2 above 1, 3S above 2, and crown 4S above 3S.
4. Lower the tier labeled 3S until it rests on the cylinder.
5. Place the Top Seal on top of the Cylinder.
6. Place the Crown 4S over the Top Seal and press it down until there is a tight even fit over the seal. Line the 4S etched on the crown over the line next to the 3S on the third tier.

CHOCOLATE PREPARATION

We strongly encourage you to use Sephra Fondue Chocolate or Chocolate Melts, available in Dark, Milk, and White varieties. Sephra chocolate is specially formulated with the proper viscosity to flow perfectly through the fountain every time. Our unique fondue chocolate is exquisite in taste and aroma and your guests and clients are sure to be delighted.

Before using the chocolate, store it in a cool, dry place. Do not freeze or refrigerate it as moisture affects the chocolate's consistency.

Melt chocolate directly in the fountain basin, in a chocolate melter, or in its microwavable bags according to the instructions on the bags. **WHEN MICROWAVING CHOCOLATE, ALWAYS USE HALF-POWER TO PREVENT SCORCHING.**

Melting chocolate directly in the fountain basin takes approximately 35–60 minutes. Add chocolate 1-2 pounds at a time to expedite the melting process. Stir chocolate every 2-3 minutes, scraping it from the basin with a spatula to prevent scorching. **Milk and White chocolate are more susceptible to scorching so be sure to stir more frequently (every 1-2 minutes) and use appropriate temperature settings.**

Melting Chocolate in Fountain Basin—Sephra, Montezuma and Cascade

Chocolate (16 lbs)	Heat Setting	Approx. Melting Time (mins)
Dark	8	45
Milk	6	60
White	6	60

Melting Chocolate in Fountain Basin—Aztec and Cortez

Chocolate (6-10 lbs)	Heat Setting	Approx. Melting Time (mins)
Dark	8	35
Milk	6	45
White	6	45

***CAUTION: The heat setting should never be higher than 7 when melting White chocolate.** Overheating White or Milk chocolate causes it to thicken or become clumpy and it will not flow properly. If this happens, see "TROUBLESHOOTING" item #2.