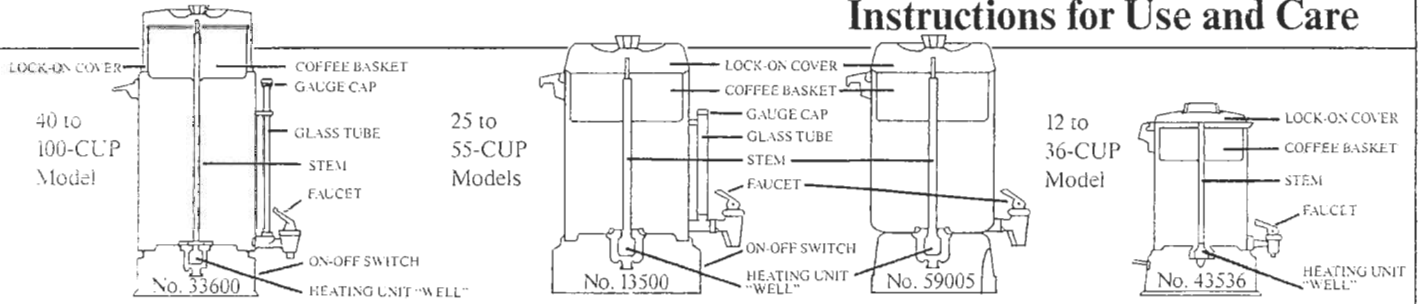


Instructions for Use and Care



BEFORE USING COFFEEMAKER, READ THE IMPORTANT SAFEGUARDS ON OTHER SIDE OF THIS CARD, AND READ ALL INSTRUCTIONS BELOW.

INSTRUCTIONS FOR MAKING COFFEE

1. Before using coffeemaker for the first time, clean it thoroughly. Refer to **Regular Cleaning Instructions** below.

CAUTION: TO REDUCE THE RISK OF ELECTRIC SHOCK, DO NOT IMMERSE COFFEEMAKER, ITS CORD AND PLUG IN WATER OR OTHER LIQUID.

- Always use coffeemaker on a dry, level, heat-resistant surface, away from any edge. Be sure hands are dry.
- With basket and stem removed, fill coffeemaker with COLD water to desired cup level. Marks on inside of coffeemaker show cup levels. Do not fill past maximum cup level.
- Place stem into heating unit "well" in bottom of coffeemaker, then put basket on stem. Add electric perk or regular grind coffee to basket using chart below for amount to use depending on cup level. Spread grounds evenly in basket. Use standard measuring cups to measure coffee. Do not let any grounds fall into stem opening. Do not use "Drip" or finely ground coffee as basket can flood. The amount of ground coffee recommended will make mild-strength coffee which most people prefer. The amount of coffee used can be adjusted to suit your preference.

SPECIAL NOTE ON GRINDING COFFEE BEANS

If grinding your own coffee beans, grind to medium coarseness for best results. **DO NOT** grind too fine (powder-like) as this can cause basket to flood.

100-cup Model	
WATER LEVEL	MEASURE OF GROUND COFFEE
100 cups	6 1/4 cups
80 cups	5 cups
60 cups	4 cups
40 cups	2 1/2 cups

Do not make less than 40 or more than 100 cups of coffee at one time.

55-cup Models	
WATER LEVEL	MEASURE OF GROUND COFFEE
55 cups	3 1/2 cups
45 cups	2 3/4 cups
35 cups	2 cups
25 cups	1 1/2 cups

Do not make less than 25 or more than 55 cups of coffee at one time.

36-cup Model	
WATER LEVEL	MEASURE OF GROUND COFFEE
36 cups	2 cups
30 cups	1 3/4 cups
24 cups	1 1/2 cups
18 cups	1 1/4 cups
12 cups	1 cup

Do not make less than 12 or more than 36 cups of coffee at one time.

- Place cover onto coffeemaker, twisting to lock cover in place inside handles. Note arrows on cover for correct turning. To minimize coffee spills, especially if coffeemaker is accidentally tipped over, make sure cover has been turned clockwise until it is completely locked into the handle slots. Care should still be used when moving the coffeemaker as the lock-on cover only temporarily prevents most coffee from spilling if coffeemaker is tipped over.
- Plug cord into a 120 volt AC grounded electric outlet ONLY. Also turn switch "ON" for models 13500 and 33600.

CAUTION: YOUR COFFEEMAKER HAS A LONG CORD FOR EASY ACCESS TO ELECTRIC OUTLET. TO PREVENT INJURY OR PROPERTY DAMAGE, DO NOT ALLOW LONG CORD TO DRAPE OR HANG OVER THE EDGE OF A COUNTERTOP OR TABLETOP WHERE IT CAN BE PULLED ON BY CHILDREN OR TRIPPED OVER ACCIDENTALLY. DO NOT ALLOW CHILDREN TO BE NEAR OR USE THIS COFFEEMAKER WITHOUT CLOSE ADULT SUPERVISION.

- Coffeemaker will stop perking automatically. (Each cup requires no longer than 1 minute brewing time.) Coffee is ready when light in base glows. Coffee will remain at serving temperature as long as coffeemaker is plugged in (and switch is "ON"). Before serving, unlock and remove cover. Using a hot pad, remove coffee basket and stem. If basket and stem are not removed, bitter oils from the extracted grounds will drip into coffee. Replace cover making sure it is completely locked into the handle slots.
- For cup-on-saucer filling, press faucet handle down. Release handle when filled. For a continuous flow when filling a coffee server, lift handle straight up until it locks into open position. Lower handle when server is filled.
- When about three cups of coffee remain in coffeemaker (or when coffee can no longer be seen in glass gauge), unplug cord from electric outlet (and turn switch "OFF").
- To reheat cold coffee, simply plug coffeemaker in (and turn switch "ON"). Be sure basket and stem are removed. There must be at least 12 cups of coffee in coffeemaker to reheat.

INSTRUCTIONS FOR HEATING WATER FOR INSTANT BEVERAGES

Plain water may be heated in your coffeemaker for use with instant beverages. Simply fill the clean coffeemaker with cold water to the desired cup level and place stem and clean, empty basket into position as for making coffee. Lock cover in place and plug coffeemaker in. Also turn switch to "ON" position for models 13500 and 33600. Heat water until perking stops and light in base glows. Unlock cover, remove basket and stem with a hot pad and replace cover, making sure it is locked in place. Unplug coffeemaker when less than 3 cups of water remain. Inside of coffeemaker may darken after heating water which is normal and does not affect coffeemaker or water heated.

When coffeemaker is used to heat water only, it must be cleaned well after each use in addition to special weekly cleaning using vinegar to remove mineral deposits. If these deposits are not removed, pitting of the metal can occur and result in damage to coffeemaker. See Special Cleaning Instructions.

INSTRUCTIONS FOR CLEANING COFFEEMAKER

Improper cleaning of coffeemaker, especially the heating unit "well" will affect performance, resulting in weak, lukewarm coffee and may even cause coffeemaker to stop perking. To keep your coffeemaker working properly, it is very important to follow the regular and special cleaning instructions below.

Regular Cleaning—after each use

- Unplug coffeemaker and allow to cool. Drain any coffee out of coffeemaker.

CAUTION: TO REDUCE THE RISK OF ELECTRIC SHOCK, DO NOT IMMERSE COFFEEMAKER, ITS CORD AND PLUG IN WATER OR OTHER LIQUID.

- Wash basket, stem and cover in hot soapy water with a dishcloth or sponge. Rinse and dry. Coffee stains on metal parts can be removed with scouring pad. Do Not Clean These Parts In Dishwasher As They Can Discolor.
- Clean inside of coffeemaker by filling with hot water to about one-third its capacity. Add dish soap and wash with sponge or cloth. Scour heating unit "well" (into which stem fits) with special cleaning tool provided and a scouring pad such as Scotch Brite® or Brillo®. Twist pad inside unit "well" to clean. Unit "well" must be kept clean for coffeemaker to work properly. Rinse with hot water after cleaning and dry.
- Clean outside of coffeemaker with a damp cloth and dry with a soft cloth. Do Not Use Abrasive Metal Scouring Pads Or Cleansers On Outside Of Coffeemaker As Scratching Will Occur.

Special Cleaning—every 2 weeks

If coffeemaker is used daily, a special cleaning every 2 weeks, OR every week if used for heating water, is necessary to thoroughly clean the heating unit "well." If not kept clean, coffeemaker will not work properly.

- Fill coffeemaker with 1 quart EACH of water and white distilled vinegar. (If a white mineral build-up has formed on inside of coffeemaker, use an additional 2 cups of vinegar.) Place stem and empty coffee basket in place and lock cover onto coffeemaker. Plug cord into outlet and turn switch ON for models 13500 and 33600. Allow coffeemaker to complete perking cycle, then let stand 20 minutes.
- Turn off and unplug cord from outlet. Drain coffeemaker and allow to cool. Then wash inside and parts following regular cleaning instructions, making sure to clean heating unit "well" thoroughly.
- On occasion, clean glass coffee level gauge on models 13500 and 33600 with brush provided. Unscrew gauge cap and lift out glass tube. Wash in hot soapy water with brush and rinse. Replace tube, securing with gauge cap. Brush may also be used to clean stem.
- To clean faucet, unscrew handle. Move a brush up and down through faucet, then insert brush through opening inside coffeemaker to clean faucet connection. Wash faucet handle in hot soapy water and rinse. Replace faucet.

Do Not Use Baking Soda To Clean Coffeemaker As It Can Discolor And Pit The Metal.

Your coffeemaker needs no special care other than cleaning. If servicing becomes necessary, please return your coffeemaker to The West Bend Company. See Warranty section on other side for service details. Do not attempt to repair it yourself. Model 43536 36-Cup Coffeemaker is suitable for both household and commercial use.