



  
**AQUAPORT**<sup>®</sup>  
*water for life*

**DELUXE COLLECTION**

Executive Water Cooler  
Cold and Room

AQP-WCM



## **Congratulations on your purchase of an Aquaport water cooler unit**

Thank you for purchasing the Aquaport Executive water cooler.

This unit is easy to install and can be used with any 11-19lt spring water bottle and most filter bottles.

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**Note: Please read through the instructions carefully before using or installing the product and ensure that the manual is kept in a safe place for future reference.**

**The system must be properly installed and located in accordance with the installation instructions before it is used.**

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**Register your warranty on line at [www.aquaport/warranty](http://www.aquaport/warranty)**

**By registering your warranty on line you will be automatically entered into our monthly prize draw.**

### **CUSTOMER HOTLINE: 1300 764 325**

Register your warranty online at [www.aquaport/warranty](http://www.aquaport/warranty)

Aquaport Corporation Pty Ltd

PO Box 81 Findon SA 5023 Australia

Telephone: 1300 764 325

Facsimile: 08 8354 0722

Email: [aquaport@aquaport.com.au](mailto:aquaport@aquaport.com.au)

Web: [www.aquaport.com.au](http://www.aquaport.com.au)



N 23934

Electrical Requirements:

Australia / New Zealand 240V / 230V 50Hz

Rated Current: 0.8A

Consumption: 85W

Capacity:  $\leq 10^{\circ}\text{C}$  2L/H

Climatic Class: T

## IMPORTANT SAFEGUARDS

When using electrical appliances, basic safety precautions should always be followed.

- Read all instructions carefully.
- Ventilation – The air vents must not be obstructed at any time, air flow is required for unit to operate effectively.
- 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 supervision or instruction concerning use of the appliance by a person responsible for their safety.

Children should be supervised to ensure that they do not play with the appliance

- To protect against fire, electric shock and personal injury, do not immerse cord, plugs, or appliance in water or other liquid.
- Unplug from outlet when not in use and before cleaning.
- Do not operate any appliance with a damaged cord or plug or after the appliance malfunctions, or has been damaged in any manner.
- Return appliance to the nearest authorized service facility for examination, repair or adjustment.
- The use of accessory attachments not recommended by the appliance manufacturer may result in fire, electric shock or personal injury.

- Do not use outdoors.
- Do not let cord hang over edge of table or counter, or touch hot surfaces.
- Do not place on or near a hot gas or electric burner, or in a heated oven.
- Do not use appliance for other than intended use.
- This appliance should always be used in conjunction with a safety switch.
- Place unit in a flat well-ventilated location at least 100mm from wall or other Appliances.
- Ensure unit is properly grounded.
- A power outlet is required to operate the water cooler.

For best performance, do not place the unit near an oven, heater, direct sunlight or any other heat source.



## **SPECIAL PRODUCT INSTRUCTIONS**

This appliance is designed for either household or personal use. Each model is designed to supply a certain maximum number of servings per hour. Please consult with your sales representative or our Website for the proper Aquaport unit for your specific needs.

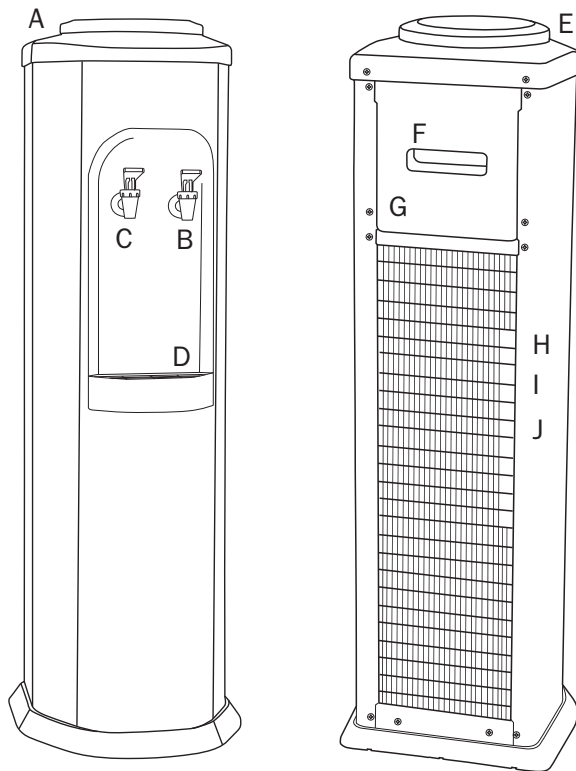
Any servicing other than cleaning and user maintenance will violate the terms of this WARRANTY.

## **CAUTIONS:**

- Do not immerse base in water or try to disassemble.
- Do not lay unit on its side, always keep upright.
- If the supply cord is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified persons in order to avoid a hazard.
- Check voltage to be sure that the voltage indicated on the nameplate agrees with your voltage.
- Never clean with scouring powders or abrasives.
- Keep the product away from direct sunlight.
- A power outlet is required to operate the water cooler.

## Parts Identification Diagram

- A. Bottle support and spike
- B. Cold Tap
- C. Room Tap
- D. Drip Tray
- E. Bottle Support and Spike
- F. Carry Handle
- G. ID Plate & Serial Number
- H. Fuse Holder
- I. Power Switch
- J. Thermostat



### A. Executive Water Cooler Installation for Spring Water bottles.

Please follow the instructions below if you are using a spring water bottle.



Do not turn on the water cooler until the following instruction have been followed.

1. Vertically insert a spring water bottle into the bottle supporter on top of the water cooler, the spike will pierce the bottle cap. You will see bubbles appear inside the bottle, wait until the bubbling has stopped before dispensing water from both taps

**Note:** If you are applying a spring water bottle to the water cooler for the first time and you do not see any bubbles appear inside the bottle, open both taps until the bubbling starts and water flows from both taps. Refer to the trouble shooting guide for more information.

2. Once the bubbling has stopped, drain 1-2lts of water from both taps.

**Note:** The water cooler has been flushed before it left the factory however we strongly recommend 2-3lts of water is flushed through the unit before using.

3. Insert the power plug into the wall socket, and turn the green power switch ON. The power switch is situated at the rear of the unit.
4. At the front of the unit there are 3 indicator lights, the red LED on the right is the power light and will continually illuminate while the unit is turned on. The Green LED cooling light on the left will illuminate when the compressor is running and cooling the water. When cooling is finished the Green cooling LED light will turn off and the middle Yellow Auxiliary LED light will illuminate until cooling is required again.
5. When the unit is turned on for the first time, allow the unit to cool the water for 1-2 hours before dispensing cold water.

### B. Executive Water Cooler Installation for Filter bottle.

Please follow the instructions below if you are using a filter bottle.



Do not turn on the water cooler until the following instruction have been followed.

1. Remove the bottle support and spike from the water cooler. See figure 1 on page 5.

2. To remove the bottle supporter there is an arrow and the word "OPEN" embossed into the bottle support. Line this up with the small sticker found on the top panel of the water cooler that also has an arrow the word "OPEN". Then grab the bottle supporter by placing your fingers under the rim and vertically pull off.
3. When the bottle support is removed you should be able to see inside the stainless steel cooling tank.
4. Follow the instructions that come with the filter bottle for correct installation.
5. Place the filter bottle on top of the water cooler and fill as per the instruction in the filter bottle user manual.



**Note:** Filter bottles generally have a slower flow rate compared to spring water bottles, hence it will take longer to fill the cooling tank. Allow the cold tank to fill for 30 minutes before following Steps 2-5 as explained in section A) Executive water cooler Installation for Spring Water bottles.

### C. Product Use

Always closely supervise children around this appliance.

If the supply cord is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified persons in order to avoid a hazard.

The Aquaport Executive water cooler has been rated to provide a limited number of servings per hour. On average you should be able to receive 2-4L of cold water within 1hour. Higher ambient temperature will affect its performance.

The thermostat has been set by the manufacturer and does not need to be adjusted. Do not adjust the thermostat unless advised by Aquaport. Unauthorised adjustment or modification to the unit will void the warranty.

Do not hesitate to contact our Customer Care Service line on 1300 764 325 or [aquaport@aquaport.com.au](mailto:aquaport@aquaport.com.au)

#### **D. Executive Water Cooler Not Used For Long Periods**

If the AquaPort Executive water cooler will not be used for a long period of time, turn the unit off from the rear power switch and unplug from the wall socket. Remove the spring water or filter bottle from the unit and drain all water from the taps. If there is any water left inside the cooling tank, gently tip the water cooler upside down to remove the water. DO NOT leave the water cooler upside down for more than 20 seconds.

Fill the water cooler with fresh water as per the instructions on page 4.

#### **E. Sanitation:**

We recommend that the water cooler be cleaned and sanitised every 3-4 months. Contact AquaPort should you wish to purchase Sanitising Sachets on 1300 764 325.

**WARNING:** Before cleaning unit turn off power and unplug unit to avoid electrical shock.

Hand wash all components:

- Remove bottle support and spike, twist anti-clockwise and lift.
- Pull out inner dividing plate (or baffle)
- Wash the stainless steel tank reservoir and rinse out. Drain all water out through the taps. **AVOID GETTING ANY WATER ON THE UNIT.**
- Use a soft damp cloth to wipe down the unit.
- Do not submerge the unit in water or spray with any harsh cleaning substances.
- After cleaning the product, replace water bottle and ensure water is running out of the taps before turning on the power switch.

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## F. Trouble Shooting

**BEFORE YOU CALL FOR SERVICE PLEASE REVIEW THE TROUBLE SHOOTING TIPS FIRST.**

Problem	Possible Causes	What To Do
No Power	<ol style="list-style-type: none"><li>1. Unit is not plugged into the wall socket.</li><li>2. Power switch at rear of unit is turned off.</li><li>3. Fuse has blown.</li></ol>	<ol style="list-style-type: none"><li>1. Check connection to wall socket.</li><li>2. Turn unit on from rear power switch.</li><li>3. Replace with new fuse.</li></ol>
Not Cooling	<ol style="list-style-type: none"><li>1. Unit is not plugged into the wall socket.</li><li>2. Power switch at rear of unit is turned off.</li><li>3. Unit may have been laid down during transport.</li></ol>	<ol style="list-style-type: none"><li>1. Check connection to wall socket.</li><li>2. Turn unit on from rear power switch.</li><li>3. If the unit has been laid down during transport, keep the unit up right for 48 hours before turning on. If still not cooling call customer service on 1300 764 325.</li></ol>
Water is leaking. *99% of leaks that may occur with this unit are caused by the bottle used with the water cooler*	<ol style="list-style-type: none"><li>1. Pin hole in spring water bottle.</li><li>2. Faulty float valve on filter bottle.</li><li>3. Tap is not installed correctly.</li><li>4. Loose hose connection.</li></ol>	<ol style="list-style-type: none"><li>1. Pin hole leaks are common when using polycarbonate spring water bottles. The bottle supporter of the Executive Water Cooler is fitted with a non-spill valve which will stop the water cooler leaking if a spring water bottle has a pin hole. However it is highly recommended that the spring water bottle is replaced and the fault reported to the spring water supplier.</li><li>2. Float valve on filter bottle is not shutting off, contact filter bottle supplier for replacement float valve.</li><li>3. Ensure the tap is screwed onto the water cooler tightly.</li><li>4. Call customer service on 1300 764 325.</li></ol>

Problem	Possible Causes	What To Do
No Water Flow From Faucet	<ol style="list-style-type: none"> <li>1. Water bottle is empty.</li> <li>2. Air block.</li> <li>3. Unit is freezing.</li> <li>4. Filters are blocked in the filter bottle.</li> </ol>	<ol style="list-style-type: none"> <li>1. Replace spring water bottle or re-fill filter bottle.</li> <li>2. Open both taps until water dispenses from both taps. An air block will only usually occur when the unit is brand new.</li> <li>3. If the cold thermostat has been adjusted then this may cause the unit to over cool and freeze. Reset back to factory setting. If the thermostat has not been adjusted Call customer service on 1300 764 325.</li> <li>4. Change filter cartridges in filter bottle or re-soak the filters to loosen material inside according to the filter instructions.</li> </ol>
Bad Taste From Cooler	<ol style="list-style-type: none"> <li>1. Filters are old.</li> <li>2. Contaminated water supply.</li> <li>3. Unit is brand new.</li> </ol>	<ol style="list-style-type: none"> <li>1. Change filters in filter bottle.</li> <li>2. Check with spring water supplier to ensure water has not been contaminated.</li> <li>3. Flush water from the unit thoroughly for 10 minutes to alleviate taste. If taste persists drain all water from unit and air for 24 hours with the taps opened before re-filling with water. If the problem persists call customer service on 1300 764 325.</li> </ol>
Excessive Noise From Unit	<ol style="list-style-type: none"> <li>1. Improper installation.</li> <li>2. Damaged during transport.</li> </ol>	<ol style="list-style-type: none"> <li>1. Turn off unit and ensure the unit is on a solid level surface.</li> <li>2. Call customer service on 1300 764 325.</li> </ol>

### **G. Your Aquaport 12 Month Replacement Warranty**

Aquaport warrants this appliance to the first purchaser and subject to the stated conditions:

Warranty warrants any defect in materials or workmanship in the manufactured product, within the first twelve months from the date of purchase will be repaired or the unit will be replaced at our discretion.

Register online now for your chance to win monthly prizes at [www.aquaport/warranty](http://www.aquaport/warranty)

### **Conditions Of This Warranty:**

1. This product has been fully installed in accordance with the user manual installation instructions.
2. The warranty extends only to repairing or replacing any component that proves to be defective in material or workmanship.
3. The warranty does not cover defects occasioned by misuse, alterations, accidents, or used for other than the intended purpose.
4. The warranty does not cover use of this product where water is microbiologically unsafe or of unknown quality, without adequate disinfection before or after the system.
5. The warranty does not cover damage to the product caused by accident, fire, or floods.

### **6. Proof of purchase is required for warranty claims. Please keep purchase receipt in a safe place.**

To enable us to register your warranty and provide service should a problem occur, we recommend you register your warranty online at [www.aquaport/warranty](http://www.aquaport/warranty)



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AquaPort Corporation Pty Ltd  
PO Box 81 Findon SA 5023 Australia  
Telephone: 1300 764 325  
Facsimile: 08 8354 0722  
Email: [aquaPort@aquaport.com.au](mailto:aquaPort@aquaport.com.au)  
Web: [www.aquaport.com.au](http://www.aquaport.com.au)