SETUP & SERVICING INSTRUCTIONS
LIQUID COLLECTION SERIES - ESSENTIAL

EACH KIT INCLUDES:

- **A** Essential Liquid Reservoir
- **B** Shut Off Valve
- **C** Drain Hose with Hose Clip
- **D** Dolly with Adjustable Handle
- **E** 2x Locking Casters & 2x Non-Locking Casters
- **F** Top Drain Plate with Plastic Retainer Clips

*Shown with basic label kit.



STEP-BY-STEP SETUP INSTRUCTIONS:

1. System will arrive in 1 carton. Place carton on its side. Holding by the dolly handle, slowly slide the dolly out of the carton.

   IMPORTANT! Take care when removing contents from cartons, especially around the valve & hose connection area.

2. Verify that the valve is in the **CLOSED** position and the hose is snapped into the hose clip prior to use. *(refer to label on rear of reservoir for valve open/closed positioning)* **(FIG. 1)**

3. Place unit in collecting area. Ensure both locking casters have the locks engaged, ensuring that the dolly and Liquid Collection reservoir are locked in position.

4. Start collecting!

   PLEASE NOTE: It is recommended that reservoirs get emptied daily to keep the collected liquid odors at a minimum.


FIG. 1

STEP-BY-STEP SERVICING INSTRUCTIONS:

1. For ease of movement and stability, fully extend the adjustable handle. **(FIG. 2)**
   a. There is a push button located at the back of the dolly on side below handle.
   b. Press the button inwards while pulling the handle upwards.
   c. Handle will be fully extended when push button is locked into upper hole.

2. Unlock both of the 2x Locking Casters. The Essential Liquid Collection unit is now ready to be moved to a facility room or designated area for emptying.

3. When in position for emptying, lock casters, undo hose from clip and place end of hose into drain. While firmly holding the hose, slowly open the valve to allow liquid to flow. Keep hose below liquid level in reservoir to ensure flow is maintained. When the reservoir has fully drained, turn valve back to closed position and clip hose back into holder. Unlock casters and move back to collection area. When in position, lock casters and adjust handle back to lower position.

   PLEASE NOTE: Cleaning Instructions are located on Page 2.

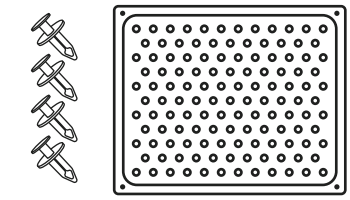

FIG. 2

STEP-BY-STEP CLEANING INSTRUCTIONS TOP PLATE & RETAINER CLIPS:

COMPONENTS INCLUDE:

1x Top Drain Plate

4x Plastic Retainer Clips



SUGGESTED TOOLS: (not included)

1x Flat Head Screwdriver
(to remove retainer clips)

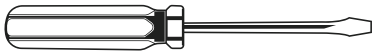



FIG. 1

1. To remove the Top Drain Plate for deep cleaning, use a Flat Head Screwdriver, and gently insert the end of the screwdriver under each of the plastic retainer clips. Twist screwdriver to pop center pin up. When pin is raised up, remove the pin then outer retainer clip. **(FIG. 1)**
2. Once the plastic retainer clips have been removed, the Top Drain Plate can be removed for cleaning. Top Drain Plate is dishwasher safe or can be cleaned with a mild dish soap and warm water.
3. If residue has collected in the holes of the Top Drain Plate, use a soft cloth or toothbrush to gently remove residue.

PLEASE NOTE: Abrasive cleaners or wire brushes are NOT recommended for cleaning these components.

Handle the Top Drain Plate with care, as some edges may be sharp.

STEP-BY-STEP RESERVOIR CLEANING INSTRUCTIONS:



1. Once collected liquids are drained from the Essential Reservoir, ensure the drainage valve is turned back to the CLOSED position before cleaning.
2. With or without the Top Drain Plate removed, pour a few drops of a mild detergent directly into the Essential Reservoir.
3. Fill the Essential Reservoir 1/4 way full with warm water, and slosh soapy water within the reservoir to loosen and dissolve any buildup of residue.
4. Move unit close to a drain and insert hose into the drain. Turn the valve to the open position to allow water to fully drain out. Make sure to close valve when unit is empty. If any residue remains, repeat Step #3 as needed.
5. The Essential Liquid Collection unit is now ready for use.

Note: Any remaining soap bubbles left in the reservoir will disappear with use.