

# Neva Bean To Cup Daily Cleaning Guide

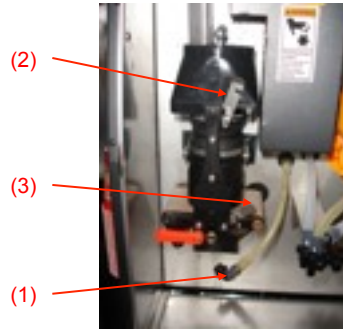


Set the On/Off switch on the machine to OFF and isolate the mains electrical supply from the machine. Unlock and open the cabinet door. This guide should be used in conjunction with the machine handbook.



- (1) Remove the ingredient canisters. Wipe clean the exterior surfaces of the canister assembly. Wipe dry.
- (2) Remove the waste tray and grille. Empty the contents of the tray and wash and dry the tray and grille.
- (3) Remove the coffee grouts bucket. Empty the contents of the bucket and wash and dry it.

- (1) Remove coffee pipe from front of brewer
- (2) Release top clip
- (3) Release bottom clip



- (1) Remove the carriage assembly by pulling it gently towards the front of the machine



- (2) Disconnect the ball and socket coupling. This is accomplished by pulling the lower vertical rod towards the front of the machine



- (3) Remove the brew chamber assembly by pulling it gently forwards

- (1) Inspect the filter belt, if necessary remove and clean or replace it
- (2) Belts may be washed in warm water
- (3) To remove the belt, compress the tension roller between left hand forefingers and thumb (A). Then push in and rotate the red lever (B). Having rotated the lever allow it to return in direction (C). The belt is now free to remove.



- (1) Disconnect the pipes from the mixing bowls and dispense arm. Remove the mixing bowls, tubes, and dispense nozzles and also the whipper paddle and whipper base. Wash and dry these items

- (1) Wash and dry the dispense area
- (2) Wipe clean all inner and outer panels
- (3) Re-fit the whipper bases, paddles, mixing bowls, tubes and dispense nozzles
- (4) Re-fit the brewer assembly which is the reverse of the disassembly procedure. Ensure the ball and socket, both fixing clips and pipe are reconnected

**CORRECT FITTING OF THE BREWER CHAMBER IS CRITICAL TO PREVENT DAMAGE TO THE BREWER MECHANISM. SEE PICTURE OPPOSITE**

- (1) The brewer chamber locating pins must fit into the brewer arms and **not under the brewer arms**



- (1) Replace the grouts collection bucket
- (2) Re-fill instant ingredient products into the canisters where required
- (3) Re-fill bean hopper where required (fill only enough product for anticipated daily usage). NOTE – any foreign objects which fall into the hopper should be retrieved to prevent damage to the grinder mechanism
- (4) Restore the mains electrical supply to the machine and set the On/Off switch to On
- (5) Carry out a flush operation. Press the flush key on the internal keypad. The machine will automatically rinse the brewer and mixing systems

