

Below are cleaning tips for Keurig® equipment to help maintain a safe working environment for your customers and end users.



Wash hands thoroughly with soap and water for at least 20 seconds and/or use antibacterial hand sanitizer prior to cleaning & sanitizing.



Wear gloves to clean and disinfect equipment.

- Remove and dispose gloves once Keurig® equipment has been cleaned.



If surfaces are dirty, they should be cleaned prior to disinfection using a mild detergent or antibacterial soap and water.



Disinfect all brewer screens, touch buttons, K-Cup® pod holder and any external surfaces that users touch to operate Keurig® equipment.

For disinfection; most common EPA-registered household or commercial disinfectants should be effective.

- Spray disinfectant on a clean cloth and use it on all Keurig® equipment.



Allow the equipment to air-dry once disinfected.



CLEANING OF ALL OUTSIDE SURFACES OF ANY KEURIG® EQUIPMENT, INCLUDING THE K-CUP® POD HOLDER SHOULD BE DONE ON A REGULAR BASIS.

KEURIG® K-CUP® POD EQUIPMENT

If planning to leave equipment untouched for an extended period, we recommend **draining the brewer**. See Step 6 below.

1 Empty all used pods from the K-Cup® Pod Holder and the Disposal Bin.

- If brewer has a Disposal Bin, remove, empty & wipe out with towel.
- Clean and disinfect Disposal Bin per above guidelines.

2 If applicable, empty the (external) brewer water reservoir.

- Wipe down, clean, and disinfect the external parts per above guidelines.

3 Cleaning of the handle, touchscreen, and/or buttons.

- Wipe down, clean, and disinfect the external parts per above guidelines.

4 Remove and clean out the drip tray.

- Wash with mild soap and water.
- Clean and disinfect per above guidelines.

5 Power down the brewer.

- Press power button on either the back of the brewer or the top of the brewer to the "O" position.

6 If applicable, drain the brewer.

NOTE: Use caution if brewer has been recently turned off; the water will be hot.

- Ensure brewer is powered down.
- If the brewer is connected to a direct water line supply, disconnect it.
- The brewer draining tubes are located at the rear of the unit behind an access panel. If applicable for your brewer, use a screw driver to remove the access panel and access the tubes.
- Locate the two tubes, pull them out, remove the stoppers, and let the water flow into a suitable container (we recommend a 1-gallon container).

Upon restarting a brewer, run at least (10) 8 oz brew cycles without a pod.

KEURIG® COLLECTION BEAN TO CUP EQUIPMENT Eccellenza Touch™ & Eccellenza Momentum™

If planning to leave equipment untouched for an extended period, we recommend **draining the internal water tank**. Follow steps below.

1 Empty Waste Container.

- Wipe out with paper towel.
 - Clean with soap and water then dry thoroughly before re-installing.
- * The key is needed to remove the Waste Container on the Eccellenza Momentum™.

2 Enter Tech Menu.

- Press top left of screen and hold for 3 seconds.
 - Look for faint square to illuminate.
- Enter **345678** on keypad to access menu.
- Press the 3 lines left of **System Status** menu.
- Select **Maintenance** at bottom of dropdown list.
- Perform **Brewer Rinse**.
 - Place a 16 oz cup below brew spout to catch liquid.
- Perform **Powder Rinse**.
 - Place a 16 oz cup below brew spout to catch liquid.
- Log off by pressing the 3 dots on the top right corner.
- Press power switch to the "O" position located on the back of unit.
- If needed, carefully remove GFCI Power Cord.
- If needed, carefully disconnect the water source to unit.

3 Draining, if necessary.

NOTE: Use caution if brewer has been recently turned off; the water will be hot.

Eccellenza Momentum™

- With key, turn lock clockwise to unlock Main Door.
- Open Main Door and locate drain hose clipped to rear of the Door.
- Turn handle 90 degrees and carefully drain into a 5-gallon bucket for ease of operation (the tank holds up to 2 gallons).

Eccellenza Touch™

- Remove 4 screws on Rear Panel.
 - Drain Hose is located below Hot Tank & is clipped to Chassis.
 - Turn handle 90 degrees and carefully drain into a 5-gallon bucket for ease of operation (the tank holds up to 1 gallon).
- * Ensure after draining that the valve is turned back to the closed position.

Upon restarting a Keurig® Eccellenza™ Momentum or Eccellenza™ Touch machine:

- Replace beans and soluble powders.
- Repeat step 2 of the Equipment Shutdown Guidelines, and if equipment was not drained prior to shut-down, run at least (16) 16 oz brewer rinses for an Eccellenza™ Momentum and (10) 16 oz brewer rinses for an Eccellenza Touch™ machine.

If you have any questions, please do not hesitate to contact us at ca.b2b@gmcr.com
we will be more than happy to help!