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.

For additional information about cleaning and disinfecting a variety of surfaces contact us at ca.b2b@gmcr.com
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 screwdriver 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.

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!
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!