

Installation Guide

Countertop machines



In this document you will find a step-by-step guide to install the Bevi Countertop machine.

SAFETY NOTICE

- **CAUTION:** No user servicing/serviceable parts.
- This appliance must be properly installed on a GFCI protected circuit.
- Maximum water inlet supply pressure: 87 PSI (0.9 MPa).
- 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.
- Appliance is only to be installed in locations where it can be overseen by trained personnel.
- The appliance must not be cleaned by a water jet.
- For indoor use only. 10-32°C (50-90°F).
- Appliances shall not be installed in an area where a water jet could be used.
- Do not store explosive substances such as aerosol cans with a flammable propellant near the appliance.
- This appliance is climatic class 0: 20°C (68°F), 50% RH, 9.3°C dew point, 7.3 g/kg water vapor mass in dry air.
- Water pipe connections and fixtures directly connected to a potable water supply shall be sized, installed, and maintained in accordance with federal, state, and local codes.

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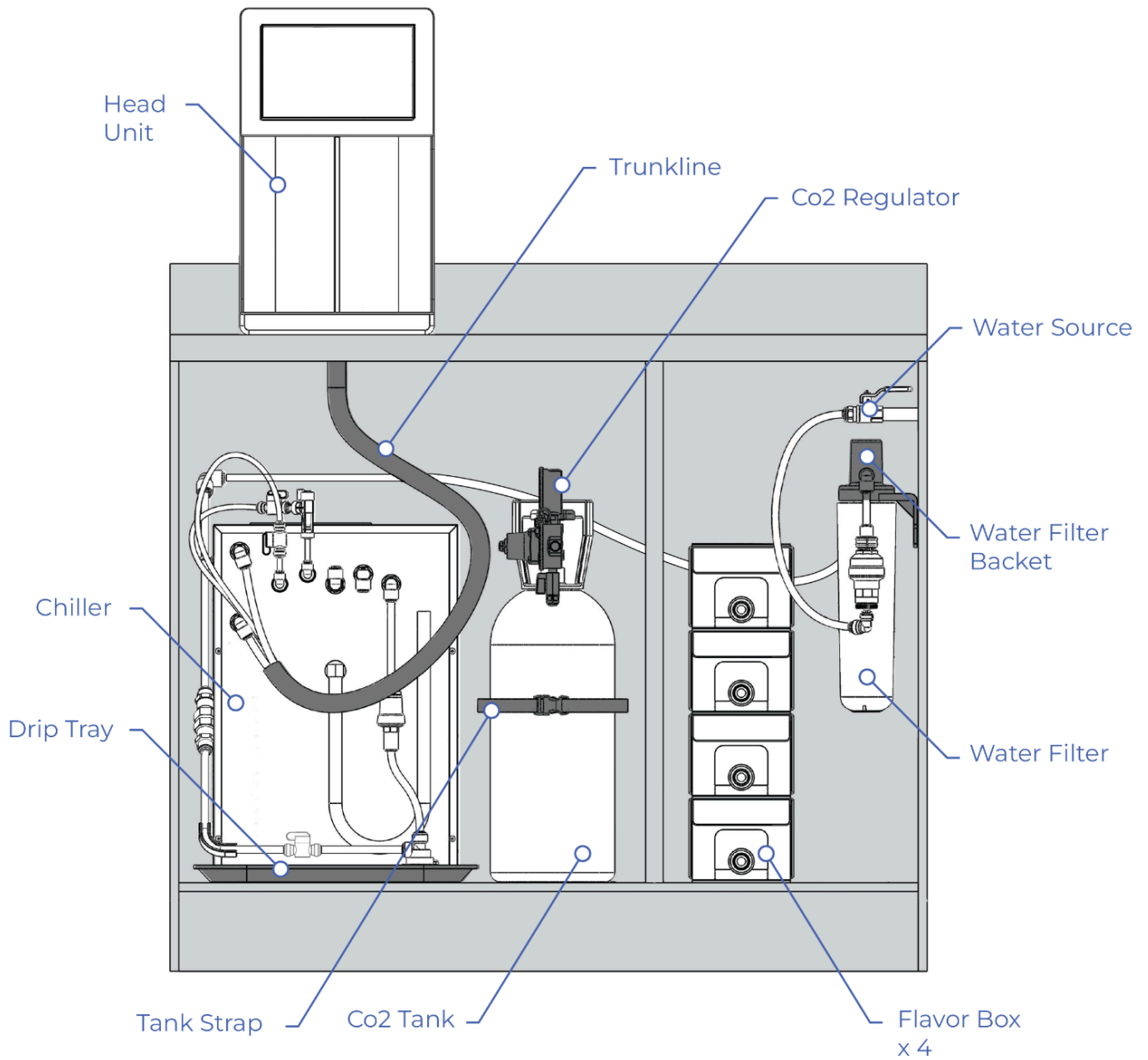
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Tools & Materials

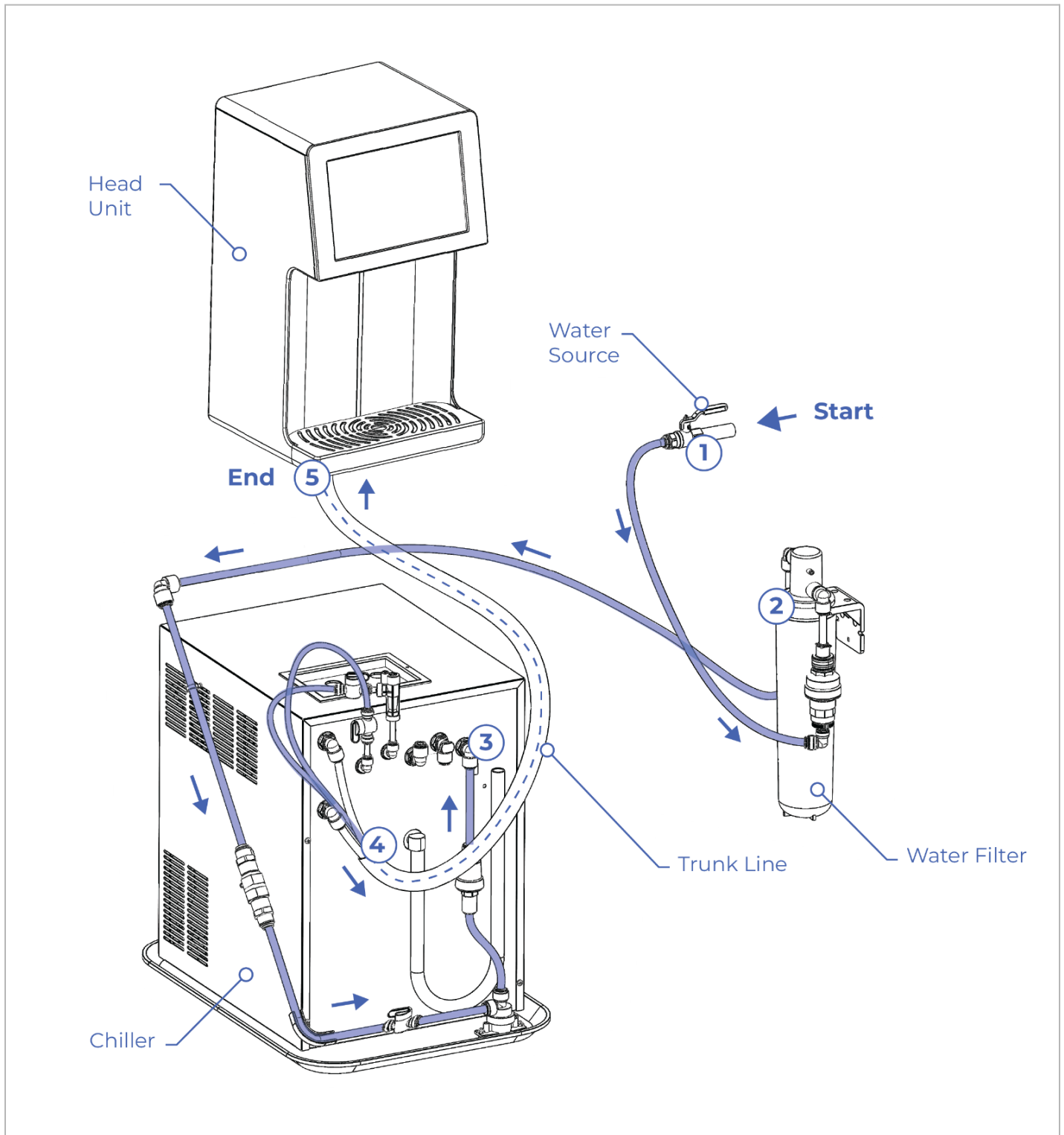
Bring the following tools and materials to install the Countertop Unit.

- Safety Glasses
- Cordless Drill
- Philips-head Screwdriver
 - Size PH01
 - Size PH02
- Flat-head Screwdriver
- Hole-saw Bits
 - 4" for countertop hole (if it has not been pre-drilled)
 - 1.5" or 2"
 - OR Jigsaw with blade
- Drill Bits
 - 1/16"
- PSI Gauge
- Flow meter or graduated cylinder to measure flow rate
- Extra 3/8" Flexible HDPE Tubing
- Tape Measure
- Painters Tape
- Vacuum
- 1 Gallon bucket
- Paper Towels
- Trashbags
- Adjustable Wrench
- Tube Cutter

Machine Overview



Water Path Overview



Pre-Installation Requirements

Countertop machines

Confirm the following requirements are met prior to starting the installation!

Water Source

- Dedicated 3/8" plumbing line
- Minimum supply pressure of 50 psi & 5 liters per minute flow rate, pre filter
- **DO NOT** allow a building filter to be used on the water source

Note:

- To confirm the flow rate, dispense 1 L of water from the water source and time how long it takes to fill. A completion time of 10 seconds or less indicates sufficient flow.
- To confirm pressure, connect a pressure gauge (rated +100 psi) to the dedicated 3/8 " plumbing line. Open the water source and wait for the reading to maintain a steady state, then confirm the pressure gauge reads greater than 50 psi / 3.5 BAR.

Power Source

- 110-120V AC Outlet, 8 amp max draw
- Preferred location is in the same cabinet as the chiller
- If located above the counter, **must be within 24"** of the Head Unit

Internet Source

Ensure one of the following is available:

- Wi-Fi (2.4-GHz 802.11N Wireless Network)
- Bevi-approved Mobile Hotspot/Router (Cellular Connection)
- Ethernet Connection (RJ-45)

Ventilation

- 4" diameter hole in countertop, directly above the chiller. See Countertop Hole Template on Page 11.
- Ensure the Back of Head Unit is a **minimum of 5"** away from the wall to allow for heat ventilation. See Countertop Hole Template on Page 11.
- Base Cabinet must have a toe kick for drilling additional ventilation

Cabinet Space

- Dedicated under counter & above counter space; that complies with our space requirements. See Cabinet Configurations on Page 8.
- Use Chiller Drip Tray in Accessory Box to confirm that the footprint of the Chiller will fit comfortably in the cabinet with room for ventilation holes in the toe kick. See Page 13.

Cabinet Configurations

Ensure the unit can be installed in one of the following configurations.

Space under the sink can be used if kept clear of cleaning agents and Flavor Boxes are stored off the ground on a tray or shelf.

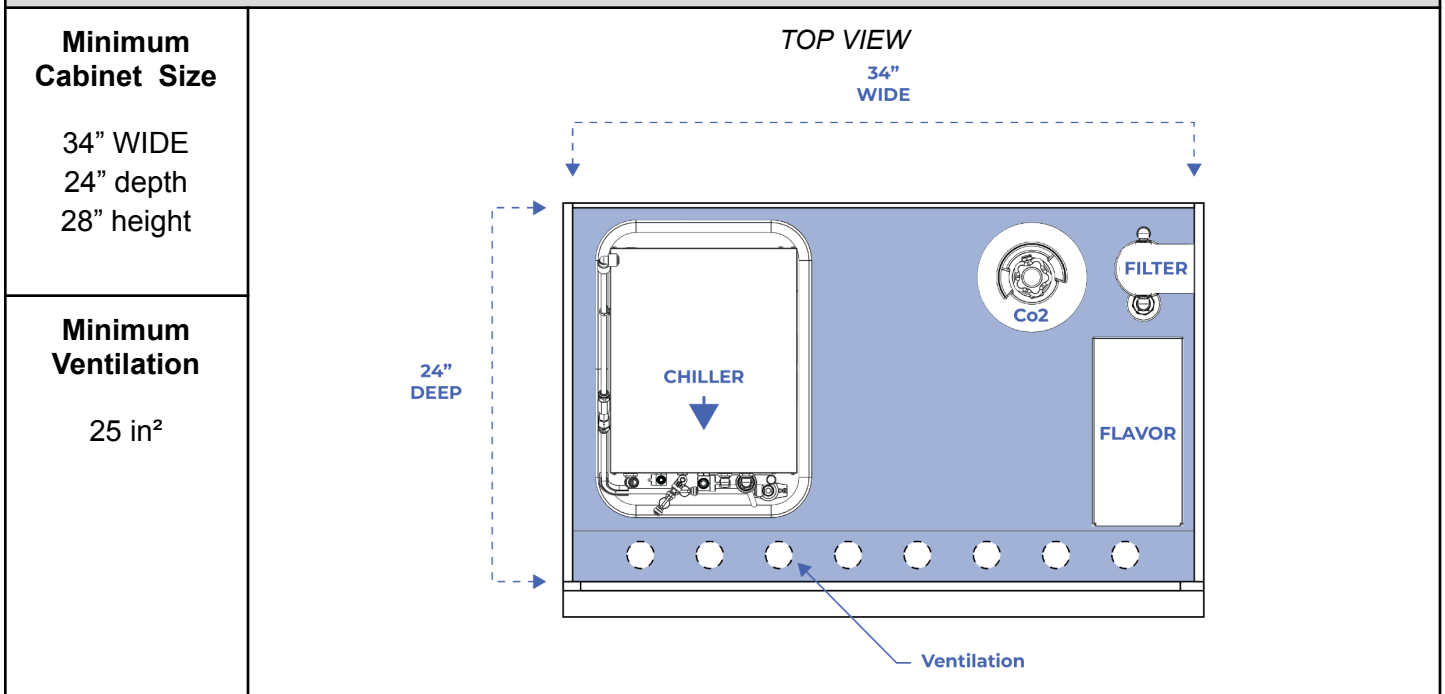
Configuration A - ** Preferred by Bevi **

Cabinet 1	Cabinet 2	<p style="text-align: center;"><i>TOP VIEW</i></p> <p style="text-align: center;">*Cabinets must be side-by-side</p>
<p>Minimum Cabinet Size</p> <p>24" WIDE 24" DEEP 28" HIGH</p>	<p>Minimum Cabinet Size</p> <p>12" WIDE 24" DEEP 28" HIGH</p>	
<p>Minimum Ventilation</p> <p>15 in²</p>	<p>Minimum Ventilation</p> <p>N/A</p>	

Configuration B

Cabinet 1	Cabinet 2	<p style="text-align: center;"><i>TOP VIEW</i></p> <p style="text-align: center;">*Cabinets must be side-by-side</p>
<p>Minimum Cabinet Size</p> <p>18" WIDE 24" DEEP 28" HIGH</p>	<p>Minimum Cabinet Size</p> <p>12" WIDE 24" DEEP 28" HIGH</p>	
<p>Minimum Ventilation</p> <p>15 in²</p>	<p>Minimum Ventilation</p> <p>N/A</p>	

Configuration C

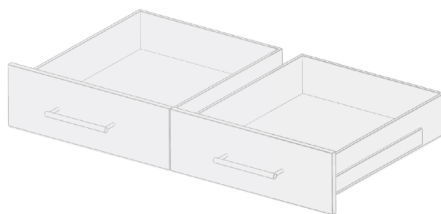


NOTE:

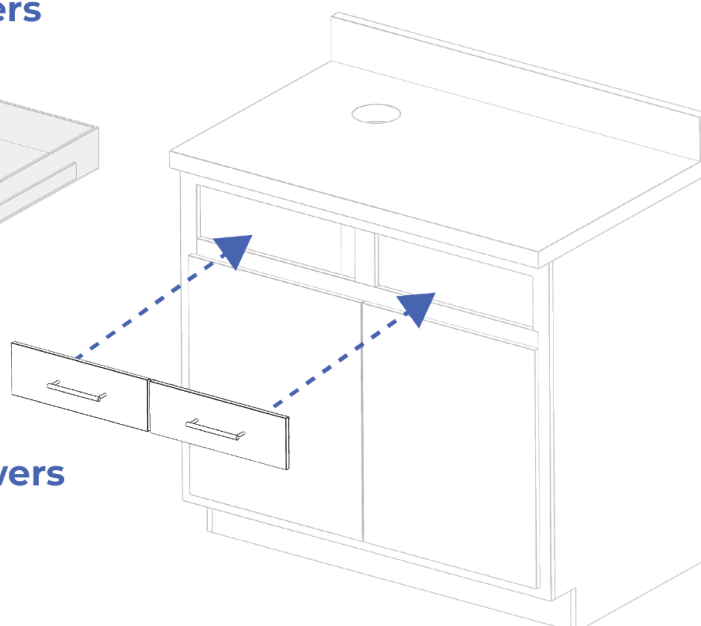
- If the water source is NOT in the cabinet we recommend installing the filter near the water source.
- Avoid placing the filter near the chiller to prevent heating the water stored inside the filter.

Remove Drawers, if necessary:

1. Remove drawers



2. Apply false drawers

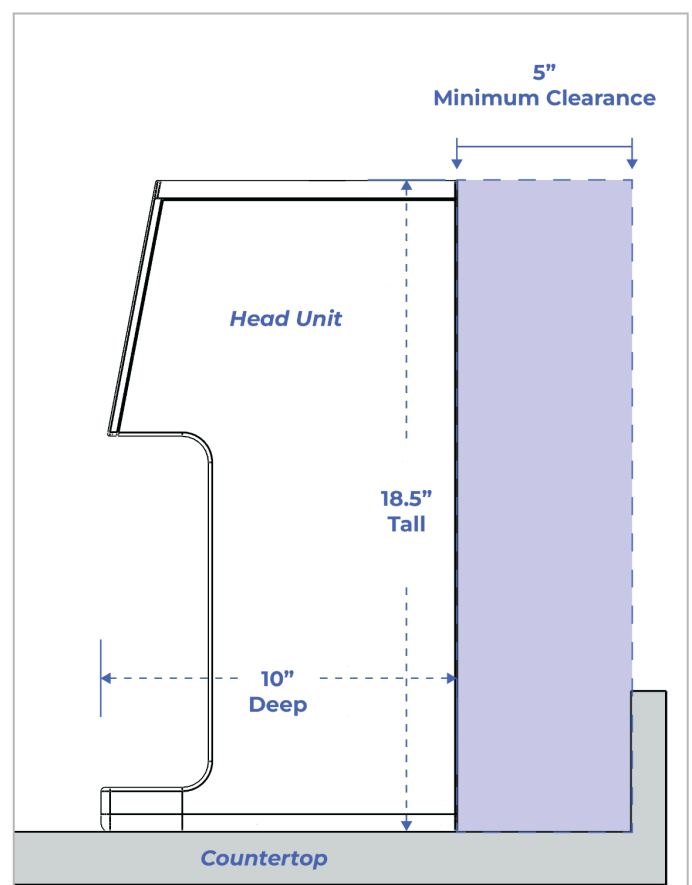
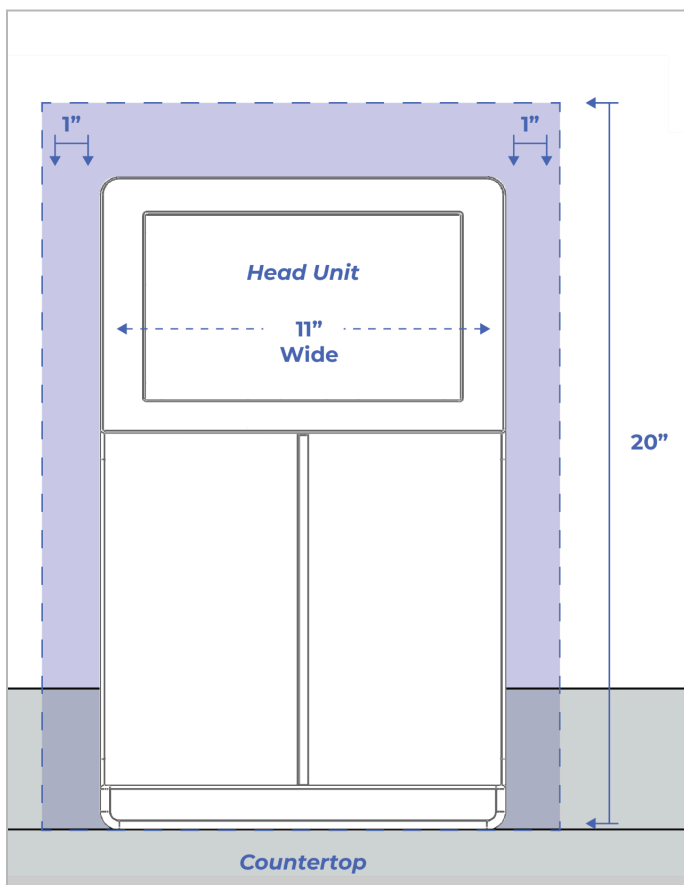


If the cabinet has drawers, work with the customer to remove them and apply false drawer covers.

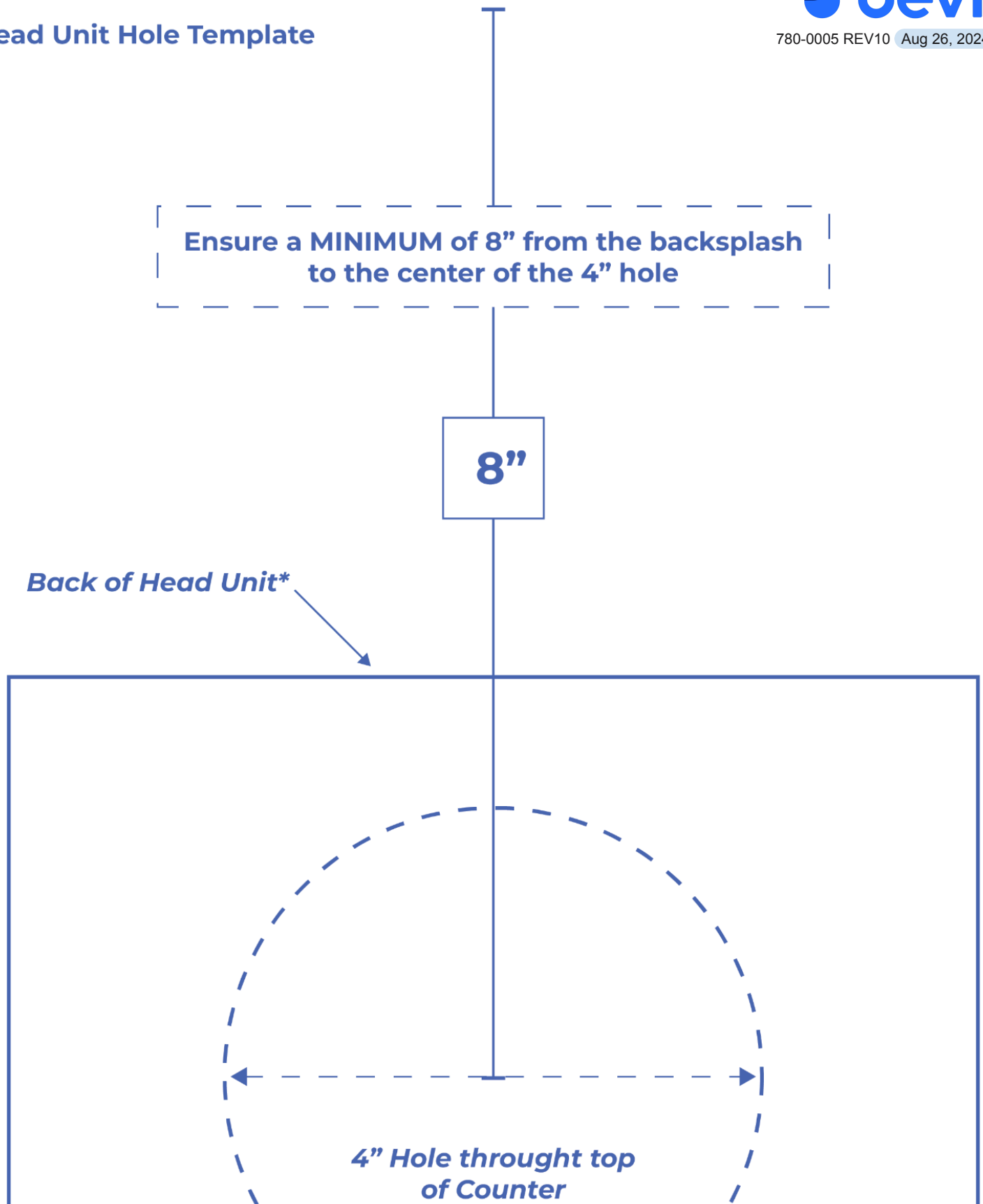
Above Counter

Use the template on pg 11 to ensure appropriate clearance for the Head Unit

1. Ensure a **minimum of 5"** of clearance from the back of the Head Unit.
2. Ensure **1"** of clearance on either side of the Head Unit. This is necessary for proper ventilation.
3. Ensure no shelves or cabinets are below **20"** from the top of the countertop.
4. Confirm the final position of the Head Unit with the customer prior to drilling the countertop hole.



Head Unit Hole Template



(Optional) Alternate ADA Installation: To comply with ADA reach requirements, these two conditions must be met:

1. The top surface of the countertop **does not exceed 30" from the floor**.
2. Drill the **center** of the mounting hole **7" from the front edge** of the countertop. This will align the Head Unit flush with the front edge of the countertop surface.

Onsite Installation

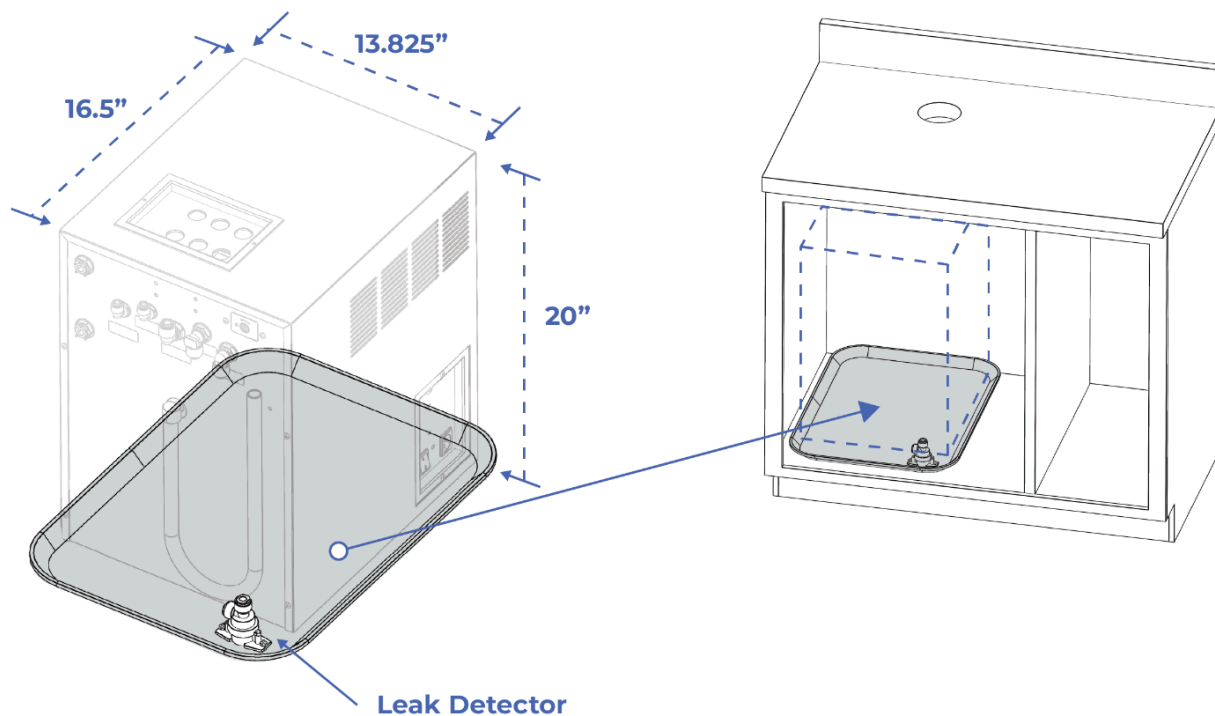
Countertop machines

1. Confirm Cabinet Layout

Ensure the selected cabinet layout, on Page 8 or 9, works with the available cabinetry before drilling holes.

1. Remove cabinet doors for easier access while working.
2. Place the Chiller Drip Tray in the cabinet and use it to visually confirm the chiller will fit.

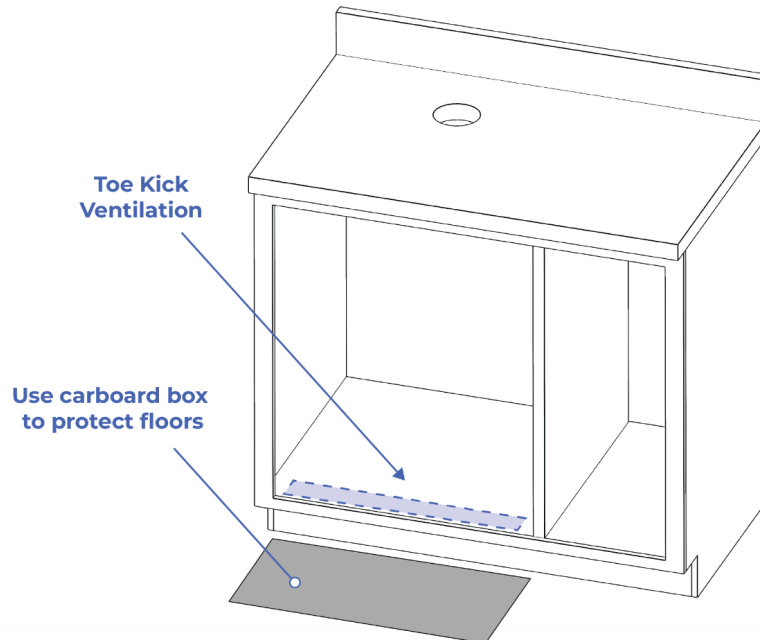
Check Chiller Location



2. Cut Ventilation

When cutting ventilation in the cabinet toe kick use the charts below for reference.

DO NOT COVER THE VENTILATION HOLES!



NOTE: Drill slowly to prevent damaging the underside of the Toe Kick and to avoid scratching the floors. Also remove cabinet doors for better access & to avoid damaging them.

Configuration A & B - 15 in ² Ventilation			
Hole Size	1.5" Hole Saw	2" Hole Saw	Jigsaw
Number Of Holes	8	5	1" x 15" rectangle
Hole Spacing Center to center	Config A - 2.5" Config B - 2"	Config A - 4" Config B - 3"	N/A

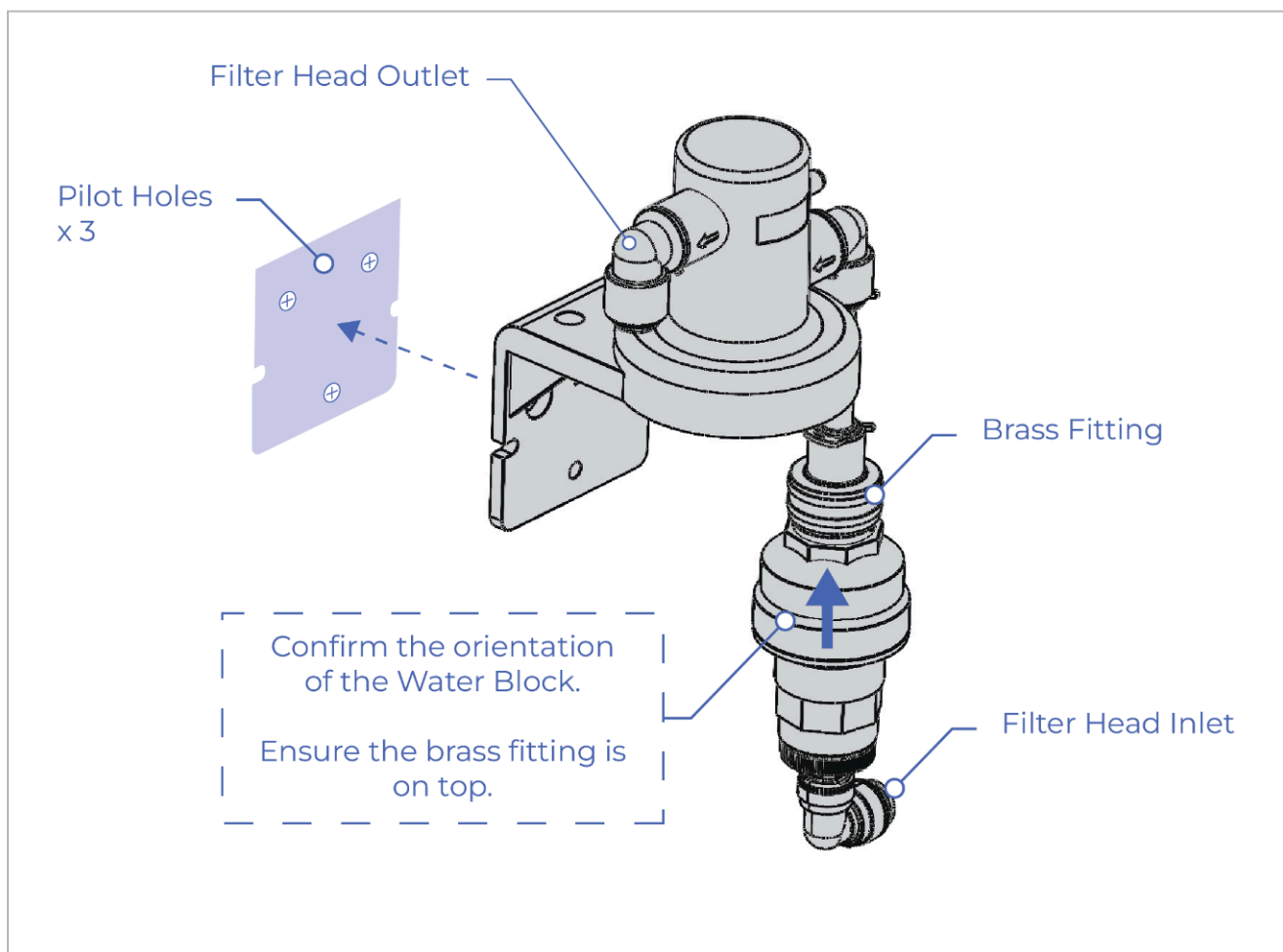
Configuration C - 25 in ² Ventilation			
Hole Size	1.5" Hole Saw	2" Hole Saw	Jigsaw
Number Of Holes	15	8	1" x 25" rectangle
Hole Spacing Center to Center	2"	4"	N/A

3. Water Filter Setup

The Filter should be installed within a cabinet, next to the main water source.

DO NOT LET DUST OR DEBRIS GET INSIDE THE WATER LINES WHILE DRILLING HOLES !

1. Ensure the filter is at least 4" from the chiller in any direction.
 - a. This prevents accidentally setting off the leak sensor when swapping a filter.
 - b. Ensure the water source line can reach the filter head in its final location.
2. Drill pilot holes according to Filter Housing Hole Template, Page 16.
 - a. Do not connect water lines to the filter head until all holes have been drilled.
3. Secure the top screws first and place Filter Head in its location. Secure the third, lower screw last.



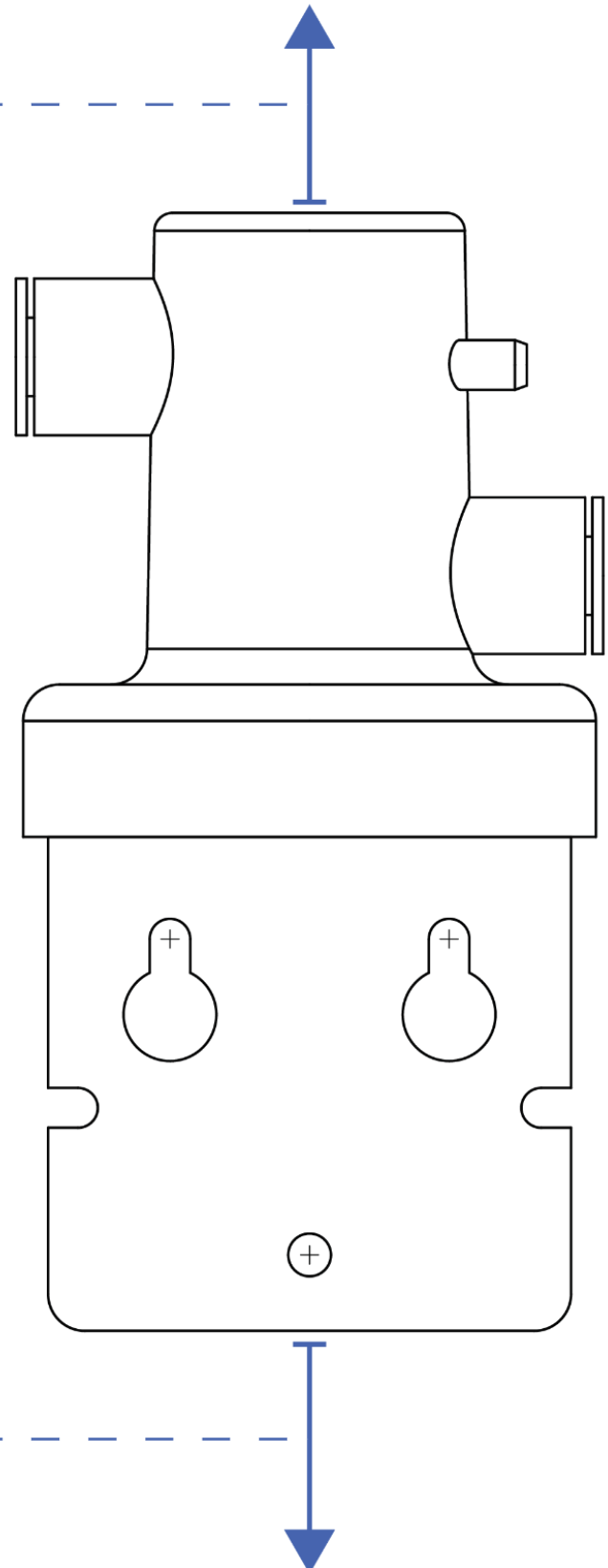
NOTE: If the water source does not have an integrated shutoff valve, we recommend installing a water shutoff valve by the water source in case of emergency.

Filter Template

Maintain .5" clearance from the top of the filter head.

1. Cut off and tape this template in the desired location
2. Drill 1/16" pilot holes for the 3 mounting holes
3. Use the provided #8 wood screws to install the filter head

Maintain 14" clearance from the bottom of the filter head to the cabinet floor.



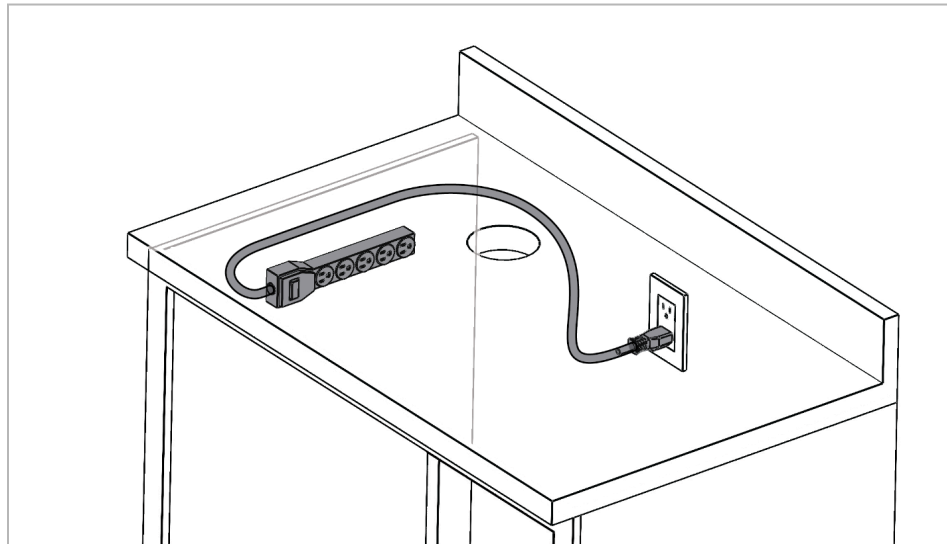
** Leave Blank for Template **

4. Power Strip Setup

Mount the power strip so the on/off switch is in an easy-to-access location.

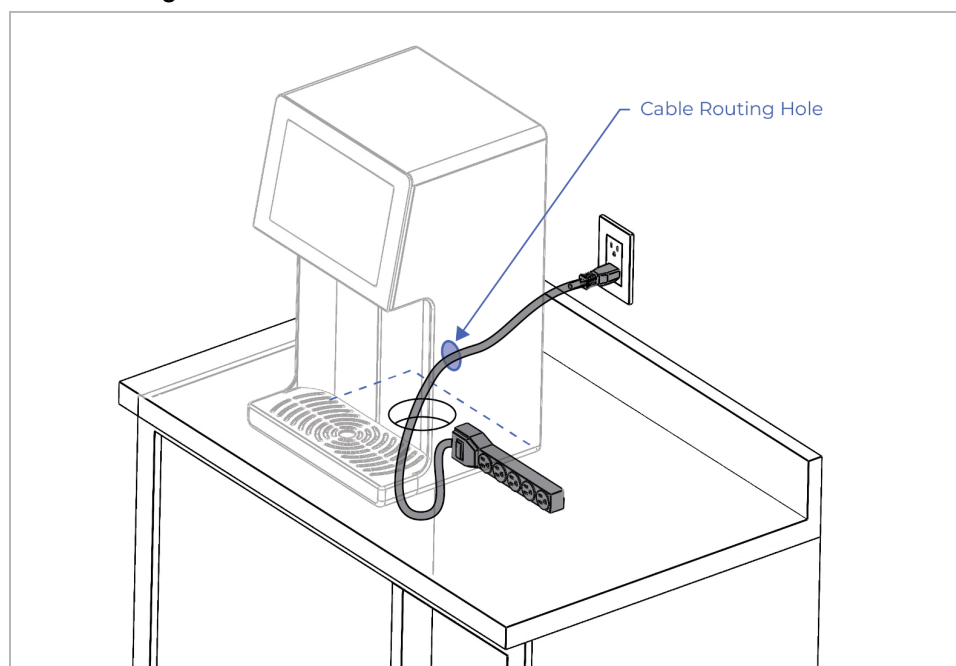
DO NOT PLACE THE POWER STRIP IN A LOCATION THAT HAS INCREASED CHANCES OF WATER EXPOSURE!

1. Locate components in the bags labeled “Power” and “Hardware”.
2. Confirm there is enough cord length to reach the outlet.

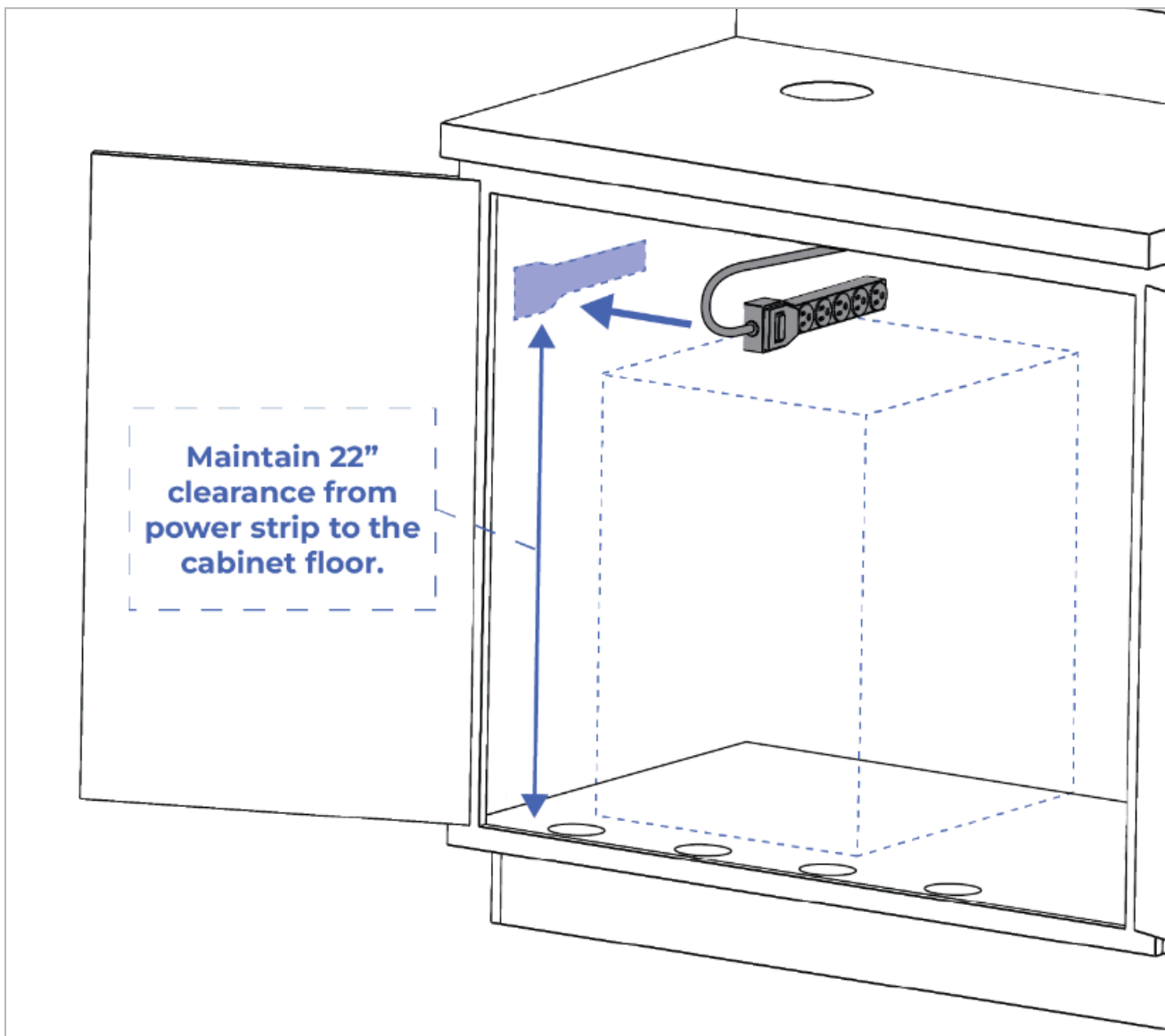


NOTE: It is recommended to use an outlet below the countertop when possible.

- a. If the outlet is above the counter, make sure to account for the additional length required to use the cable routing hole as shown below.

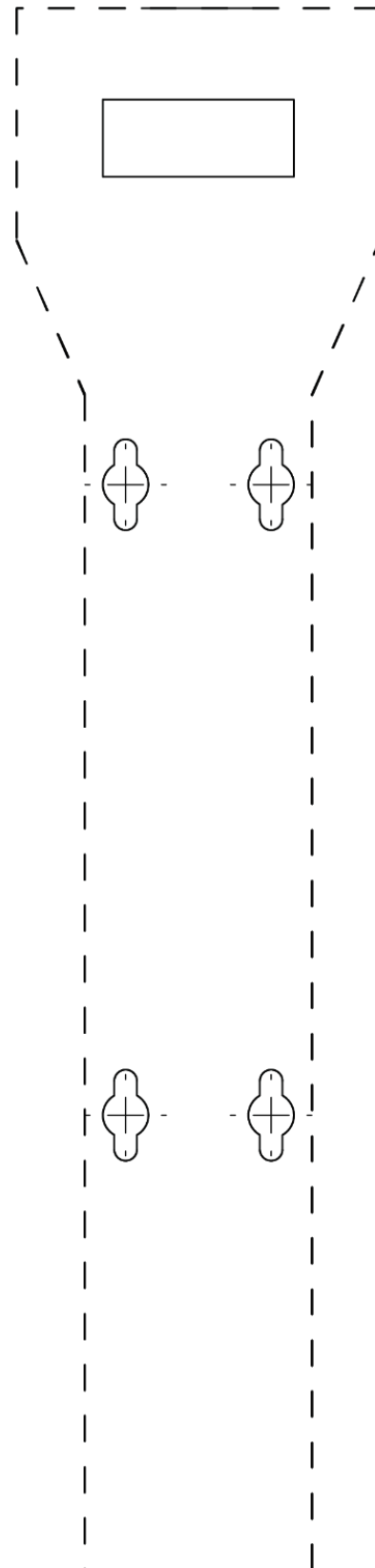


3. Select an interior cabinet surface to mount the Power Strip on.
 - a. Mount to the back wall if extra length is required to reach the outlet.
4. Use the template on Page 20 to mark the mounting holes.
 - a. Using all four mounting holes can make alignment more difficult. Use at least two holes; one from each end. Avoid using two adjacent screw holes.
 - b. **Alternate method:** If the surface is smooth and clean, Velcro strips or strong double-sided mounting tape can also be used to secure the power strip.



NOTE: Mount higher up and away from flavors or CO2 to prevent accidentally turning off when servicing the machine.

Power Strip Template



1. Cut off and tape this template in the desired location
2. Drill 1/16" pilot holes for 2 of the mounting holes
3. Use the provided #4 wood screws to install the power strip

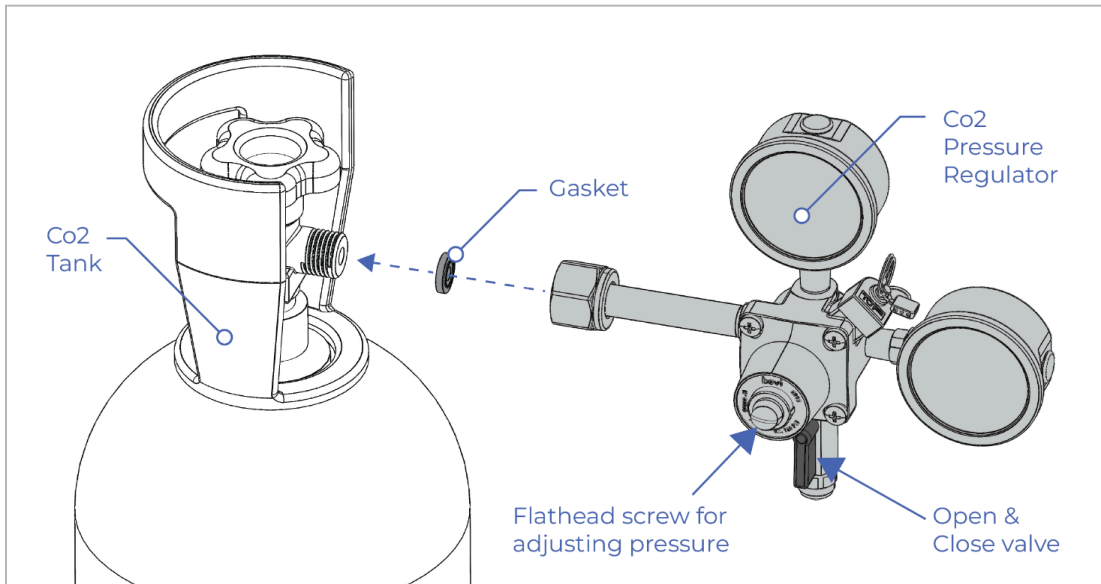
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5. CO2 Tank Setup

Ensure the tank location matches the chosen Configurations from pg 8 or 9.

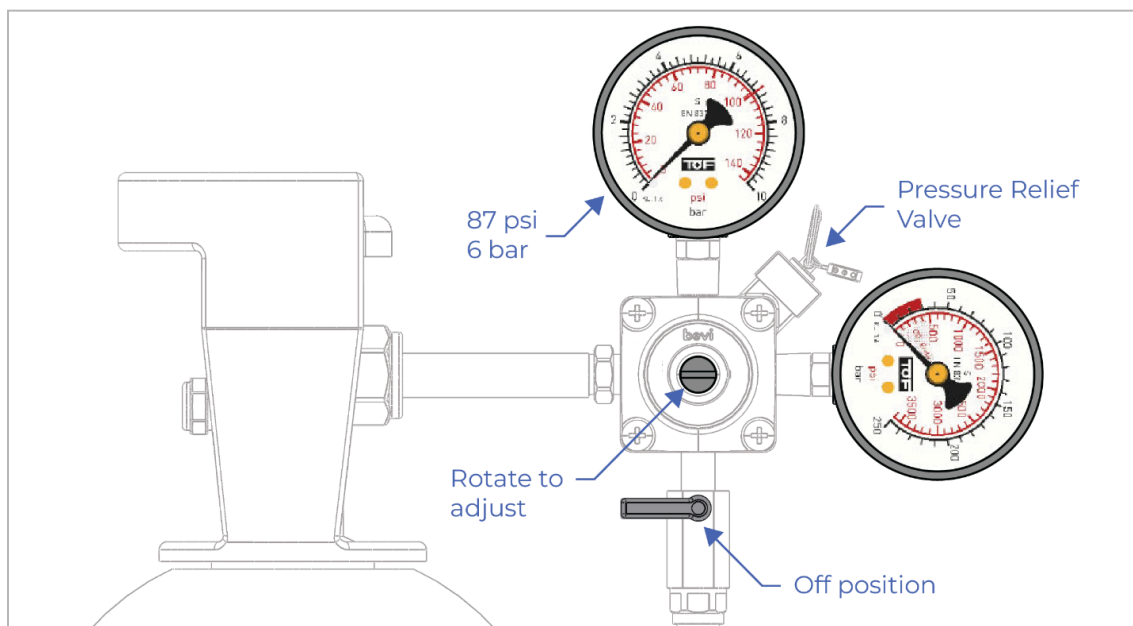
DO NOT OPEN THE CO2 TANK UNTIL IT IS FULLY INSTALLED!

1. Find the Co2 Pressure Regulator in the box labeled "TOF".
2. Connect the Co2 Pressure Regulator to the Co2 Tank with an adjustable wrench.
 - a. Make sure to use the provided gasket.

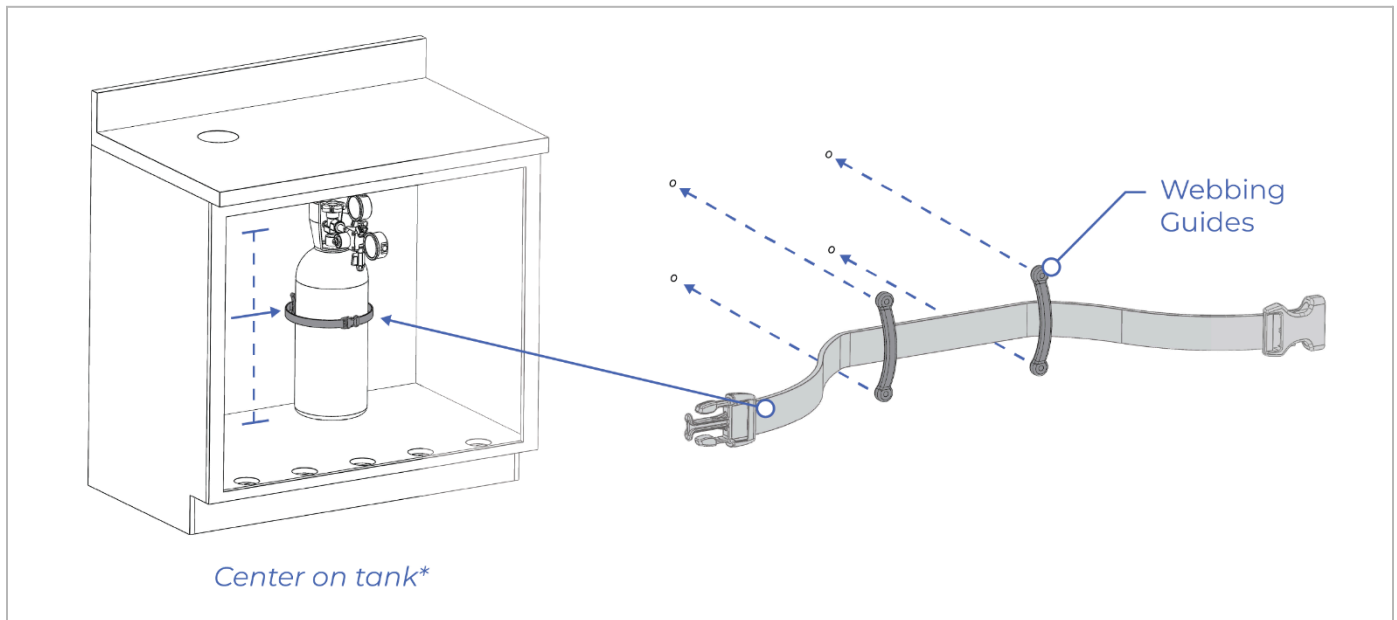


NOTE: Confirm the Co2 Tank fits inside the cabinet with the Pressure Regulator attached.

3. With the Regulator CLOSED, open the Co2 Tank and use a flathead screwdriver to adjust the Regulator so it reads 87 psi or 6 bar.
 - a. Slowly rotate clockwise to increase pressure, counter-clockwise to decrease pressure.
 - b. Briefly pull the pressure relief valve to check that the pressure returns to 87 psi.



4. Select an interior cabinet wall for mounting the Webbing Guides.
 - a. Locate the Co2 Tank Brackets & Strap found in the "Hardware" bag.



NOTE: Ensure the Strap wraps around the center of the Tank so it is properly secured.

5. Drill 1/16" pilot holes according to the template on Page 24 and secure brackets with provided #8 wood screws.
6. Vacuum or sweep any remaining sawdust out of the cabinet before installing the CO2 tank.

CO2 Tank Strap Bracket Template



1. Cut off and tape this template in the desired location
2. Drill 1/16" pilot holes for the 4 mounting holes
3. Use the provided #8 wood screws to install the power strip

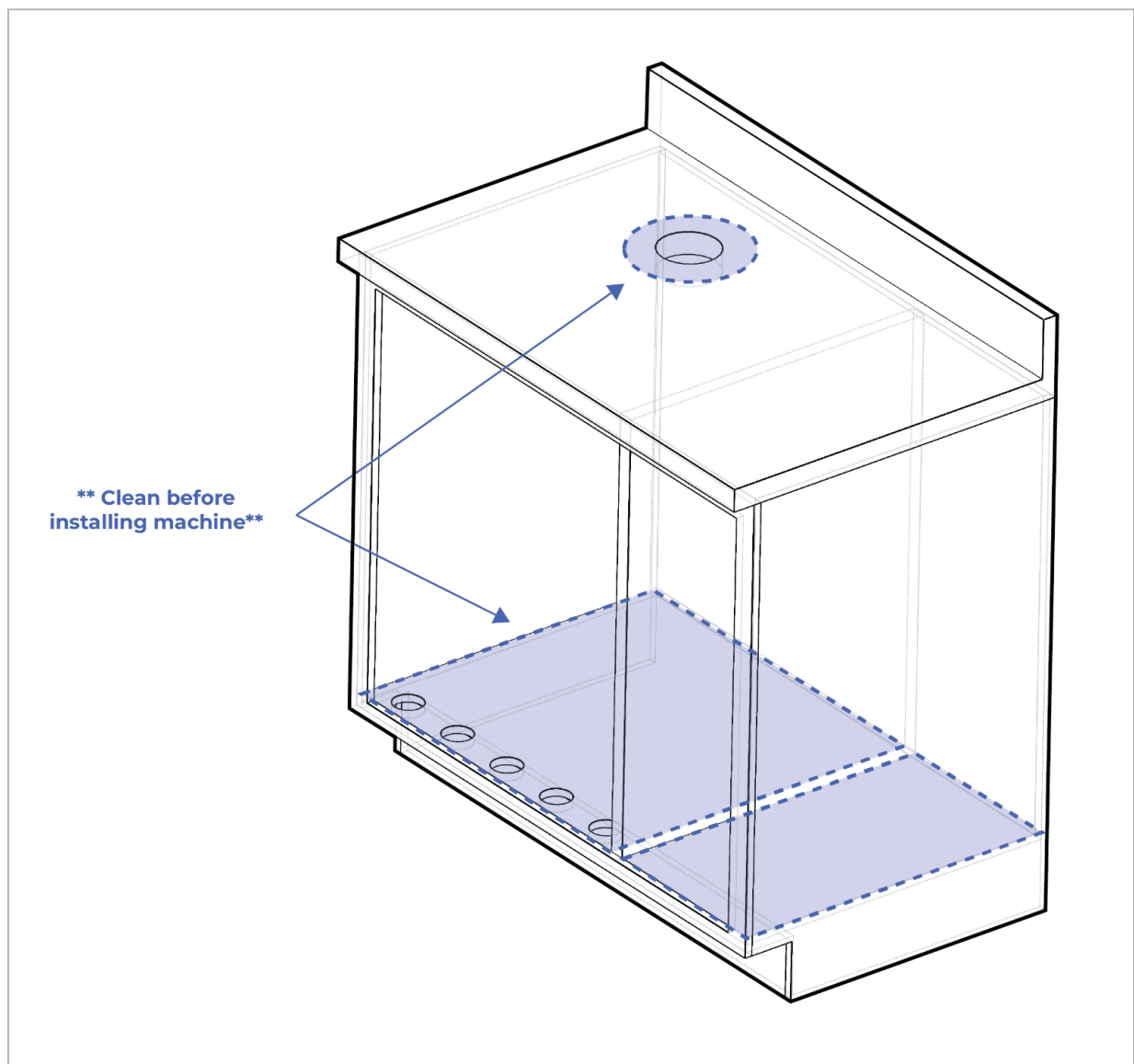
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6. Clean Countertop & Cabinets

Ensure the Countertop and Cabinets are clean before installing the Chiller and the Head Unit.

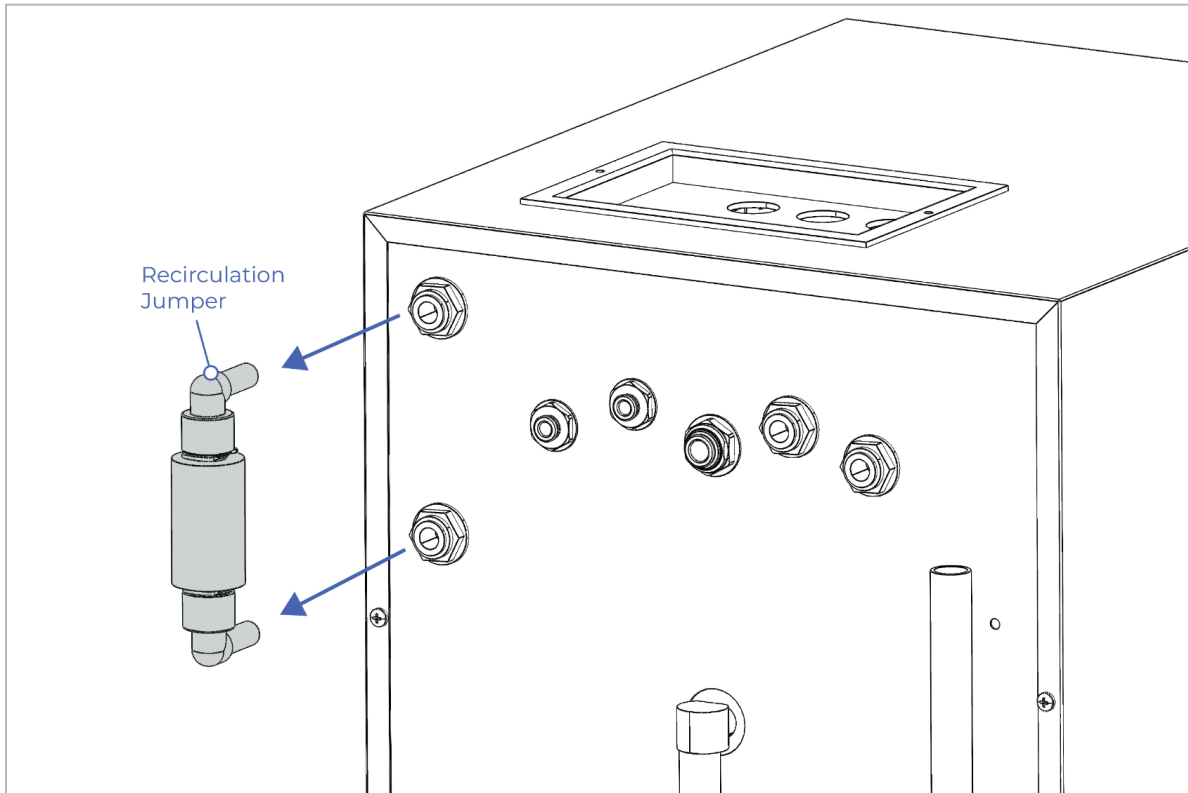
Vacuum or sweep the inside of the cabinets and floor after drilling ventilation holes & mounting points. This ensures no dust or debris gets into the machinery.

Clean off the countertop to ensure a good seal with the bottom of the Head Unit. This helps prevent water from flowing into the cabinet below

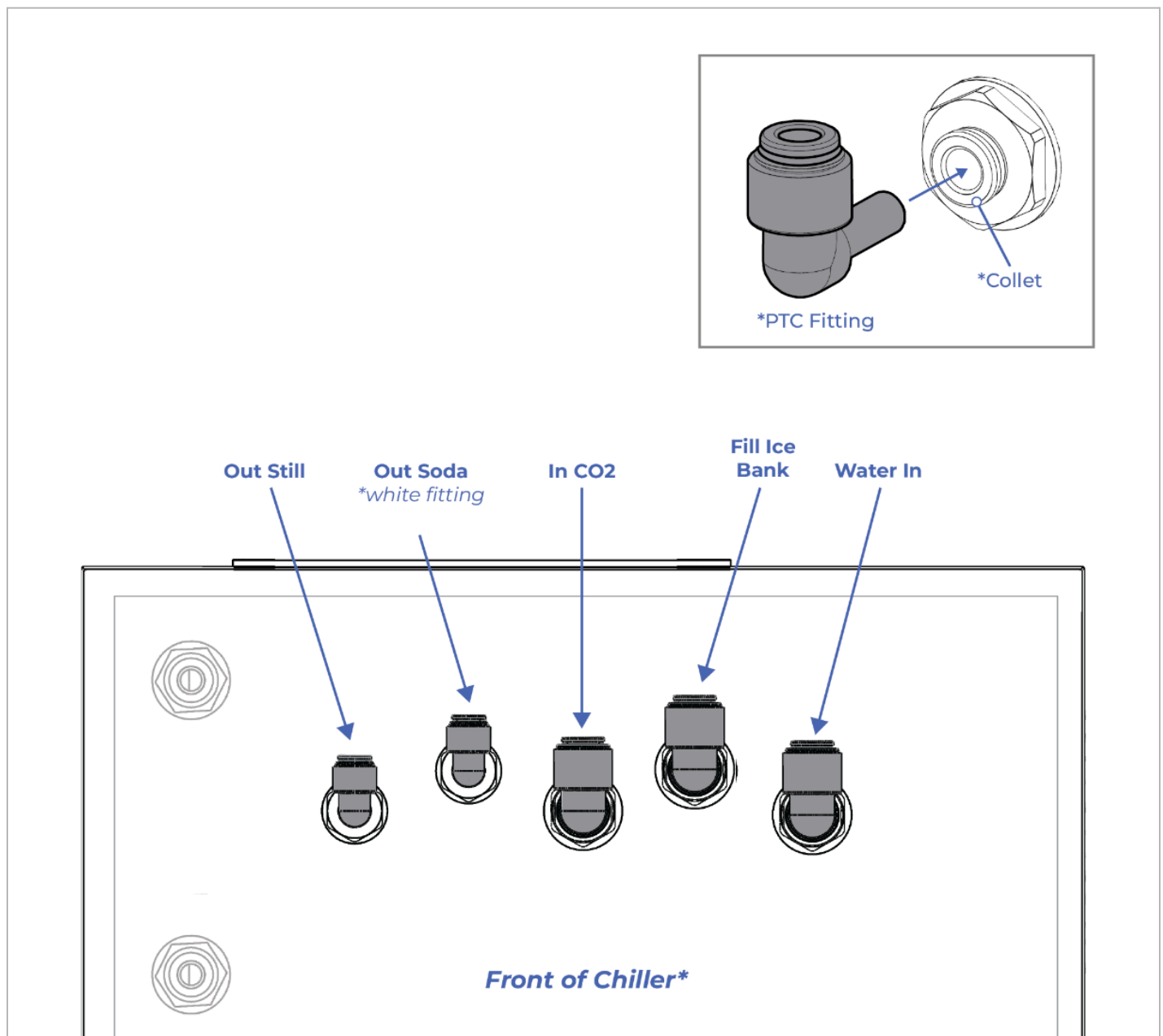


7. Chiller Setup

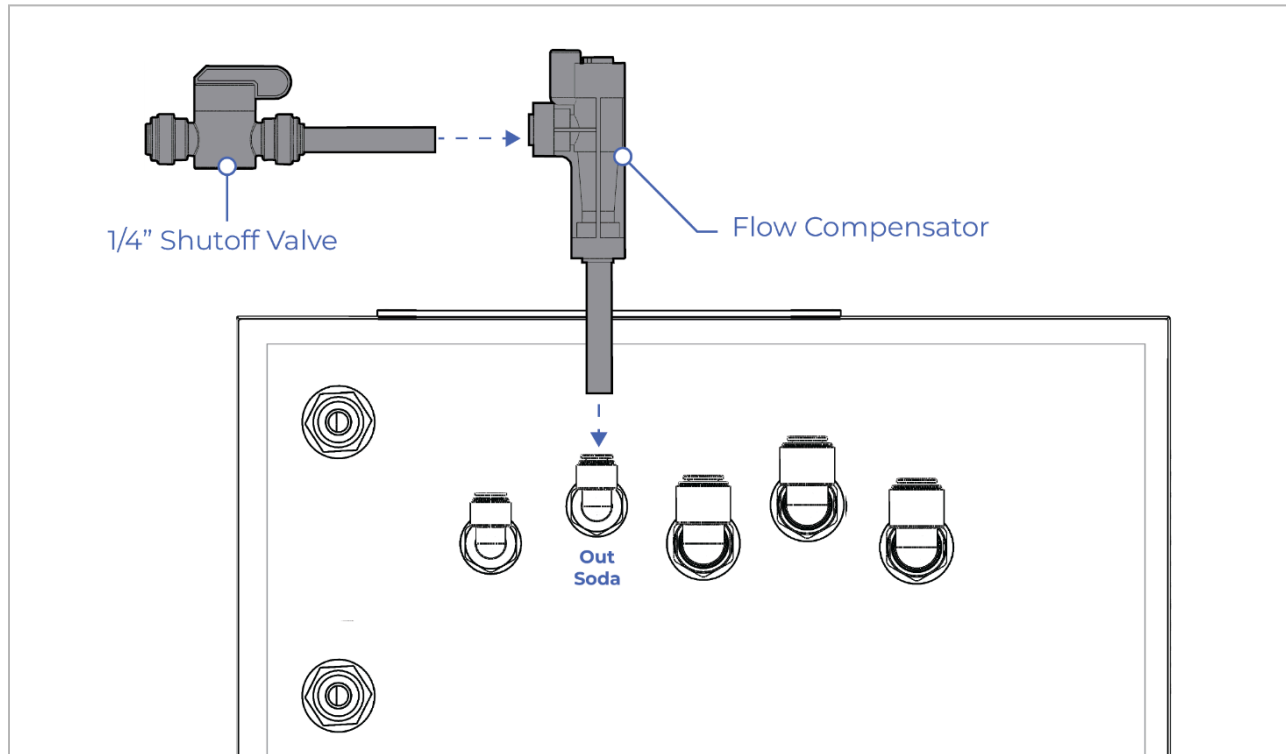
1. Remove the Recirculation Jumper from the front of the chiller.
 - a. Remove the 2 red locking clips from the corresponding fittings.
 - b. At the same time, depress the collet on both fittings and pull Recirculation Jumper straight forward to remove.



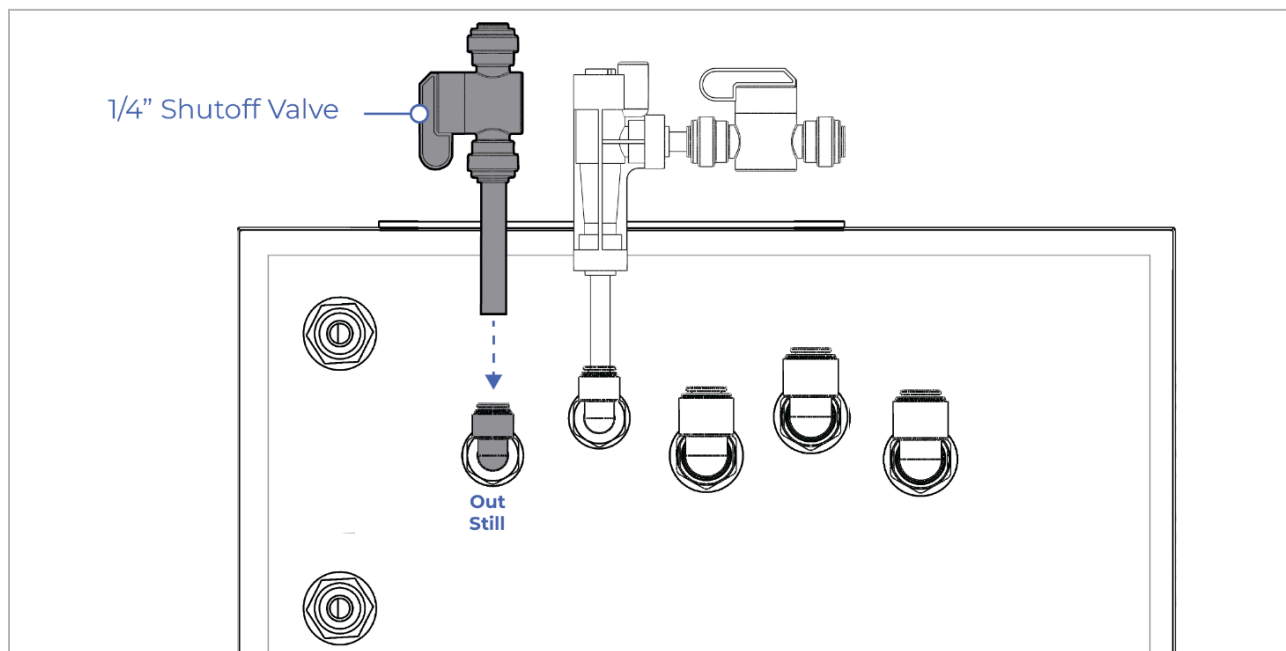
2. Install the 1/4" and 3/8" Push To Connect (PTC) elbow fittings into the front of the chiller, these can be found in the "Hardware" & "Valves and Connectors" bags in the "Carbonator Connectors Kit".
 - a. Install 1/4" PTC into:
 - i. Out Water
 - ii. Out Soda
 - b. Install 3/8" PTC into:
 - i. In CO2
 - ii. Fill Ice Bank
 - iii. In Water



3. Assemble the Flow Compensator to the Out Soda fitting, found in the “Valves & Connectors” kit.
 - a. Attach the 1/4 “ Shutoff Valve to outlet of the Flow Compensator

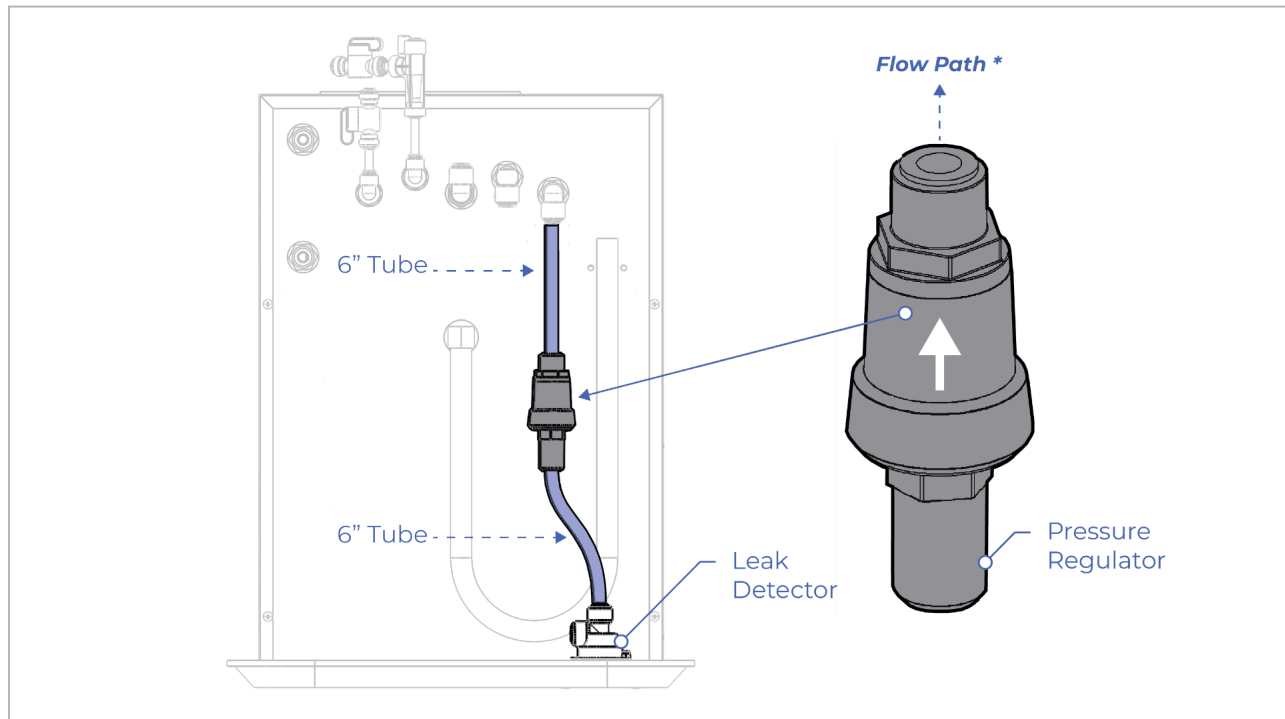


4. Assemble the 1/4 “ Shutoff Valve to the Still Out fitting, on the front of the chiller.

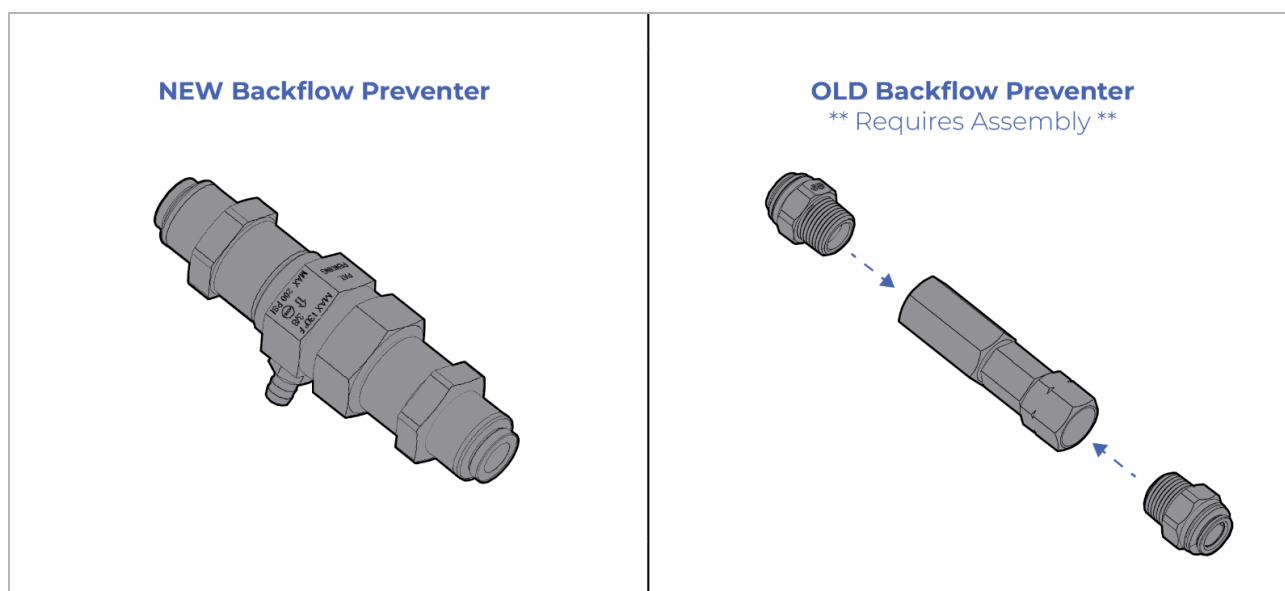


5. Place the Chiller inside the cabinet & on top of the chiller drip tray. Use caution not to damage the leak detector.
 - a. Ensure the Chiller is in its final position before continuing.
 - b. Confirm the Leak Detector is oriented at the front of the cabinet.

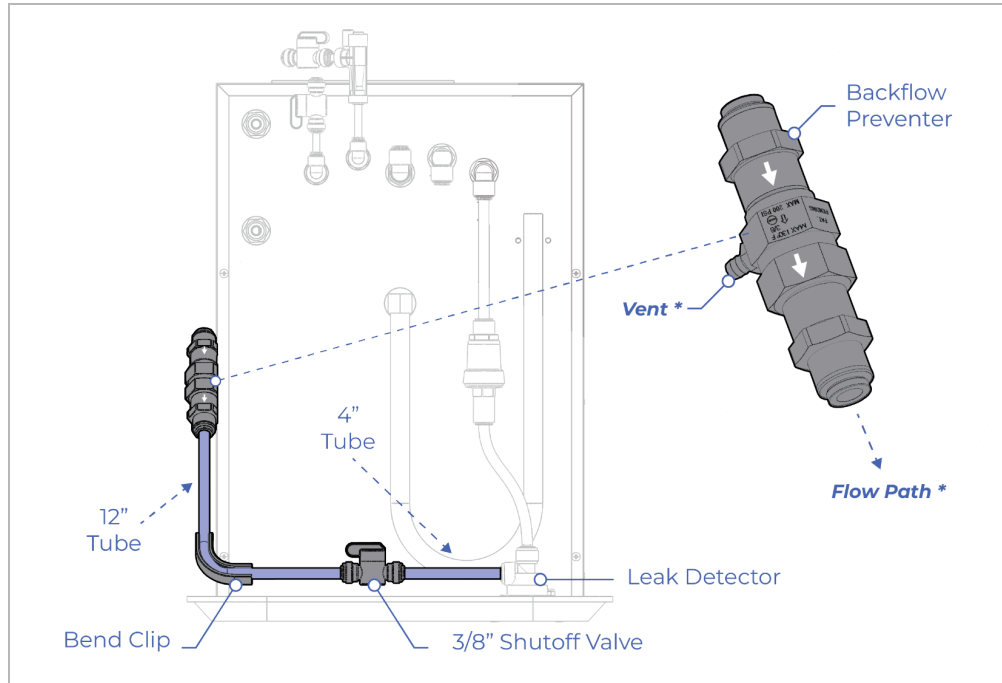
6. Connect two 6" tubes to either side of the Pressure Regulator.
 - a. Connect this assembly to the vertical fitting on the Leak Detector and to the In Water fitting.
 - b. Ensure the Pressure Regulator is installed correctly; the arrow indicates the flow path.



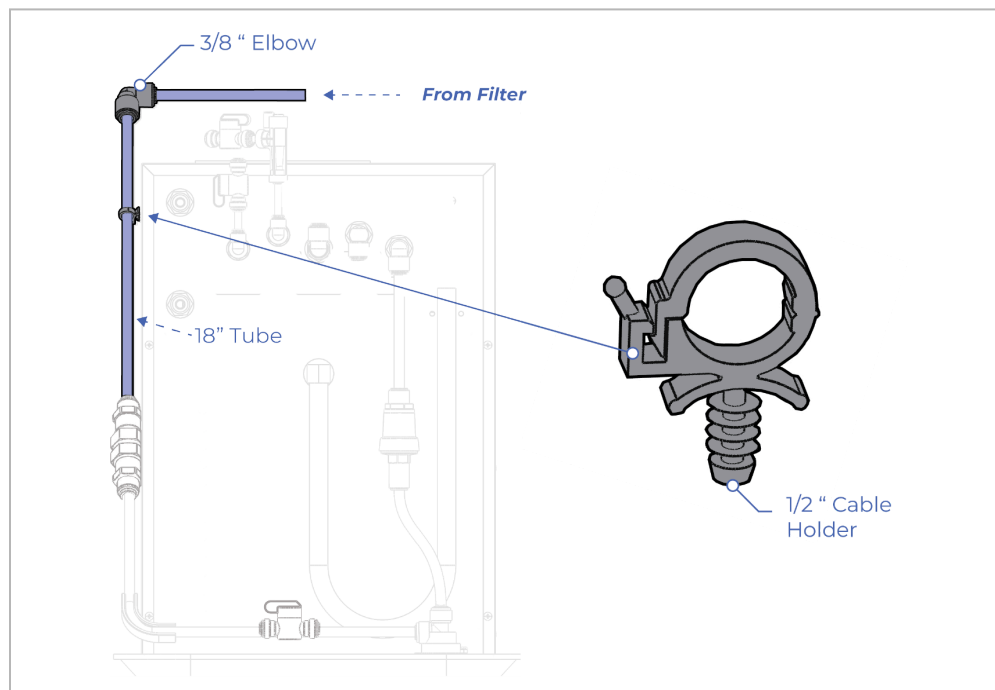
7. Locate the Backflow Preventer, assemble if necessary.
 - a. Follow the provided instructions in the Backflow Preventer Kit.



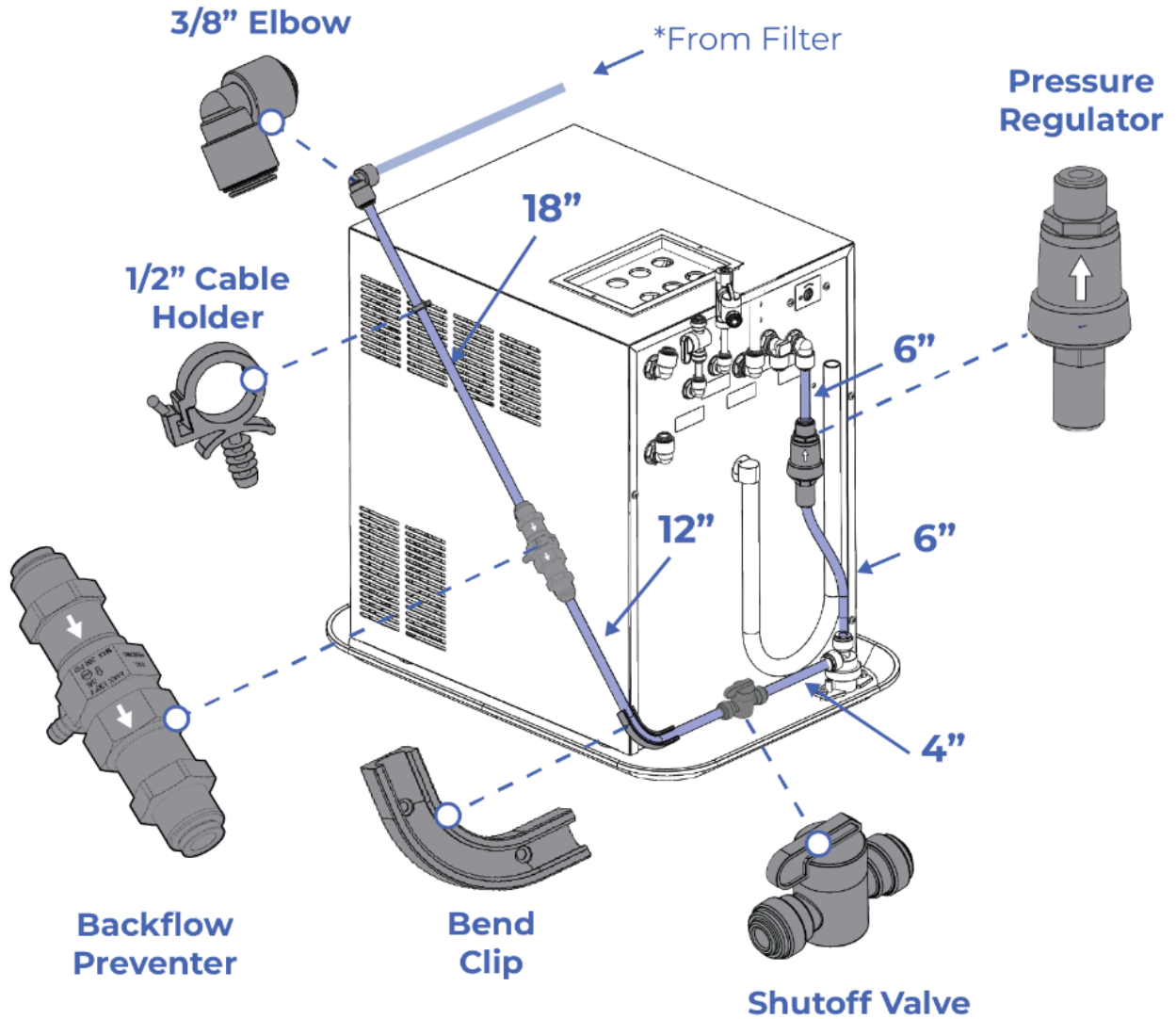
8. Attach one end of a 4" long tube to the 3/8" Shutoff Valve.
 - a. Then attach the other end to the horizontal fitting on the Leak Detector.
9. Attach the Bend Clip to a 12" long tube so the clip is 3" from one end.
 - a. Attach the 3" end of the tube to the 3/8" Shutoff Valve.
 - b. Connect the other end to the Backflow Preventer, ensure the Backflow Preventer's vent is aimed down and into the chiller drip tray.



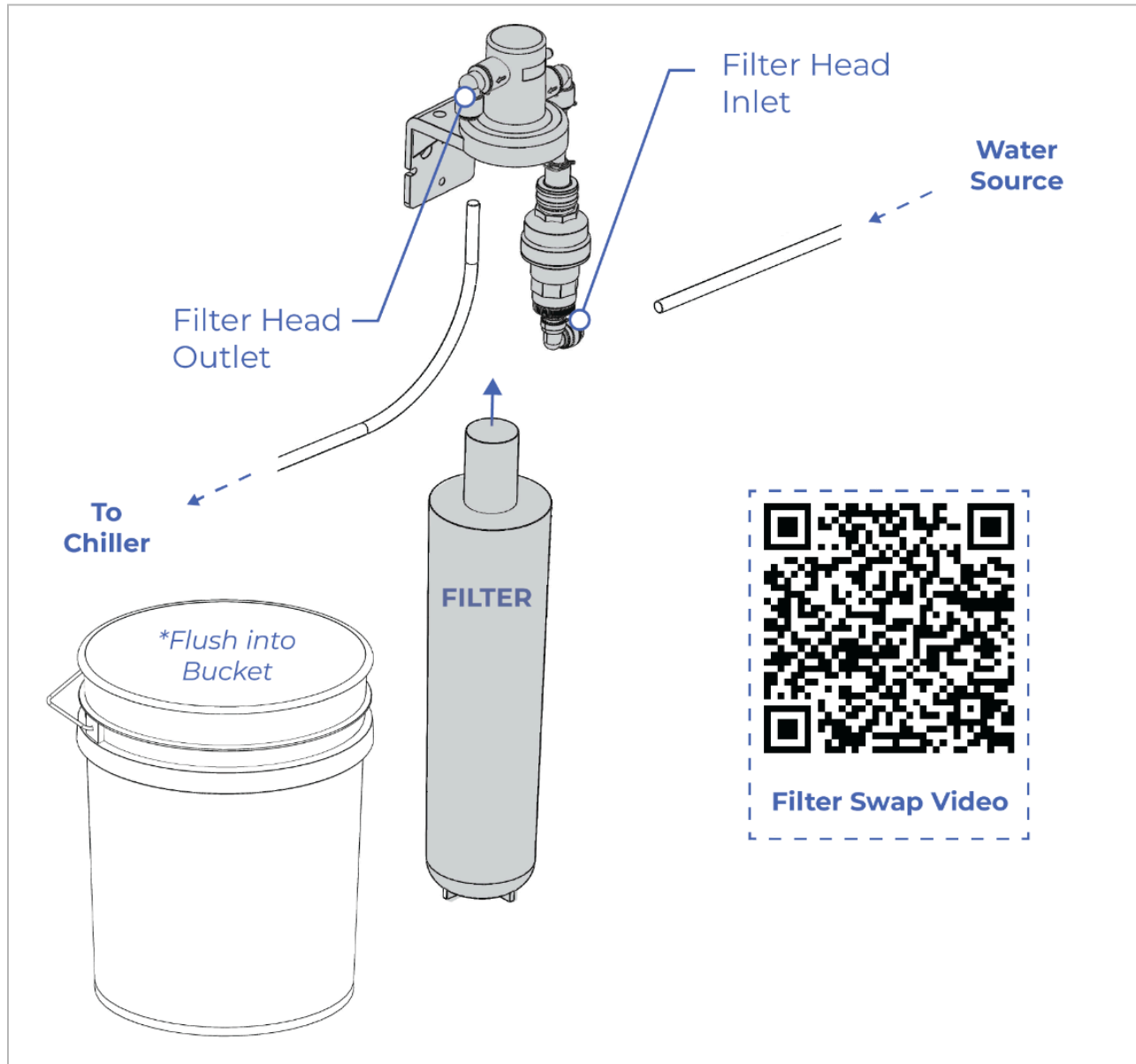
10. Take the 18" tube and connect it to the Backflow Preventer's other side.
 - a. Attach the 3/8" Elbow on the opposite end of the tube.
 - b. Attach 1/2" Cable Holder to the slots on the side of the chiller, and use it to secure the tubing. See next Page for diagram.



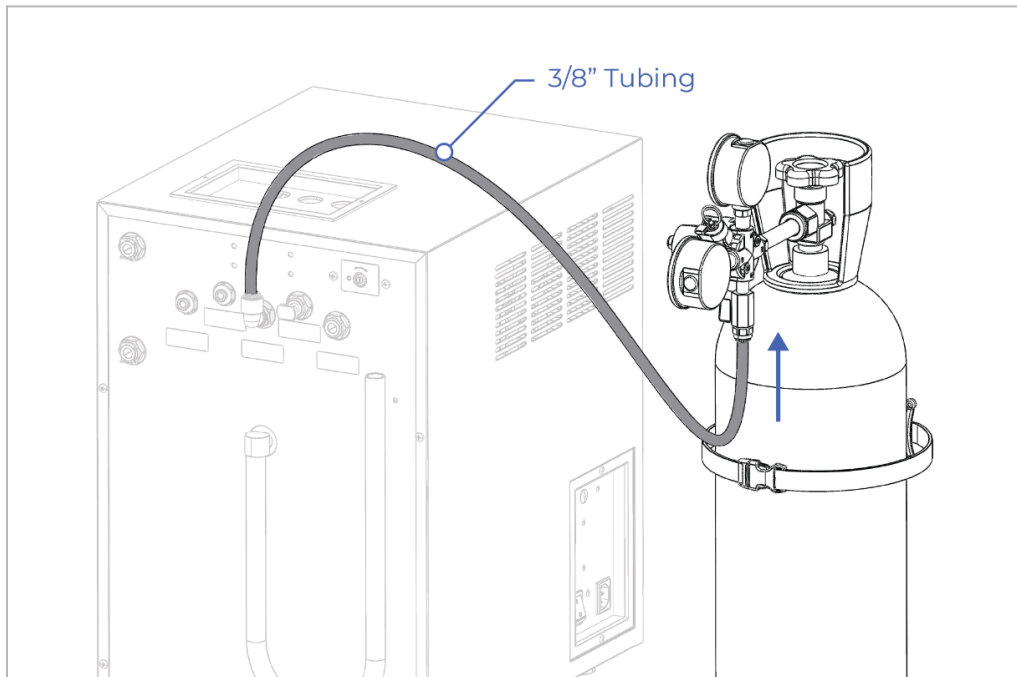
Chiller Overview



11. Connect the dedicated 3/8" water source tube to the Filter Head.
 - a. Ensure the tube has a clean and square cut, and is free of scratches or marks.
 - b. Ensure that the water lines are fully seated in the fittings.
12. Install the Filter into the Filter Head.
13. Run a length of tubing from the Filter Head Outlet and place the tube into a bucket under the Filter.
 - a. Open the water source until 1 gallon is dispensed in the bucket. Repeat this step up to 3 times until the water runs clear. Please note that dispensing more than 1 gallon at a time may trip the Water Block Leak Detector and cause flow to stop. If this happens, the Water Block Leak Detector will need to be reset to resume water flow.

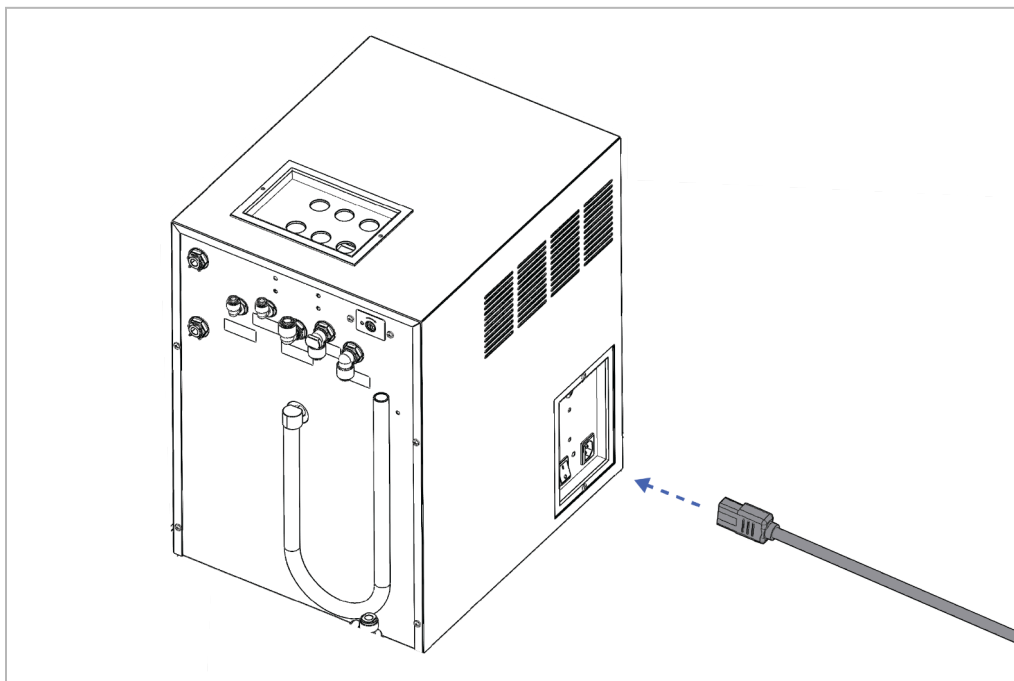


14. Route the 3/8" tube from the Filter Head Outlet to the 3/8" Elbow at the back of the Chiller.
15. Connect a length of 3/8" tubing from the CO2 Pressure Regulator to the In CO2 fitting on the chiller.
 - a. Ensure there is enough length to reach the CO2 Tank when removed from the cabinet.

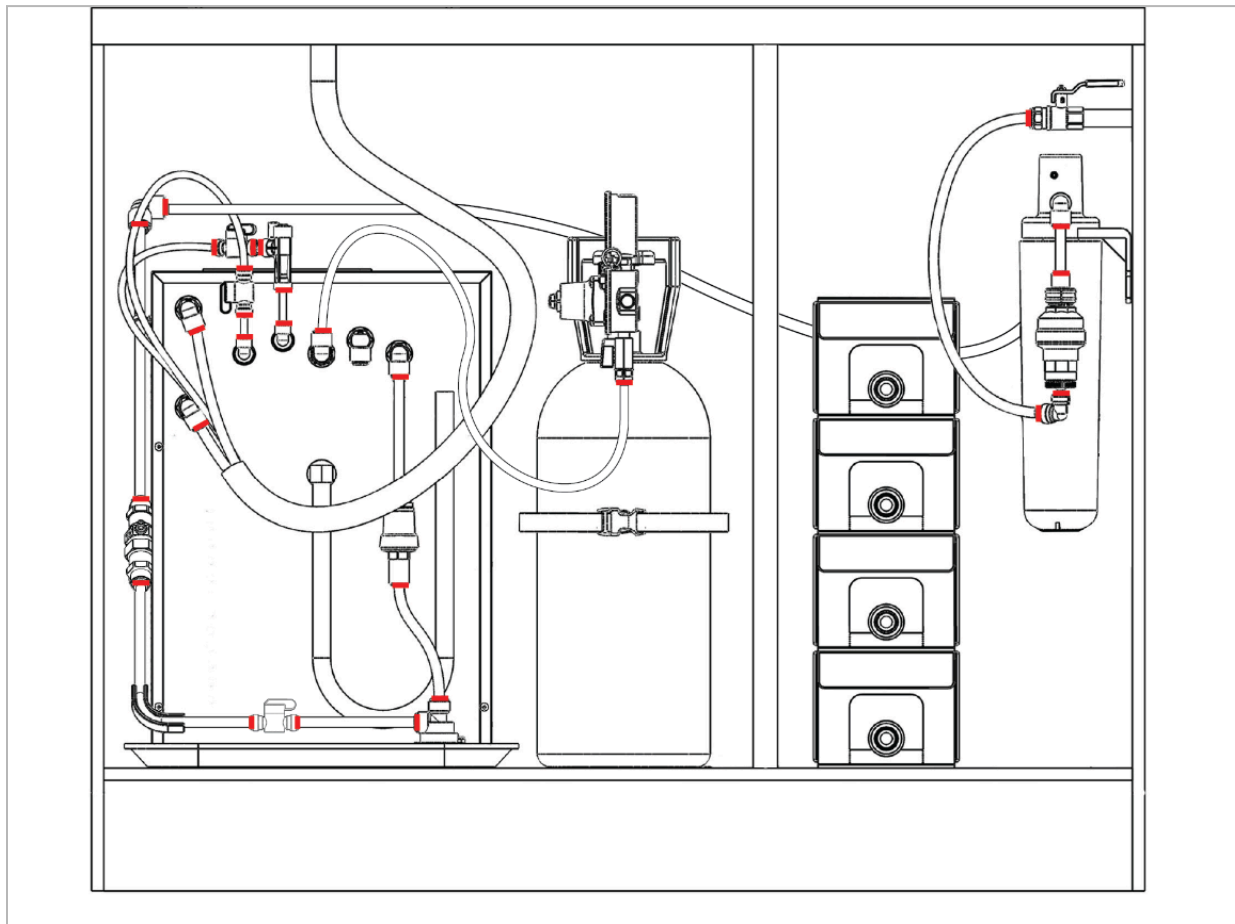
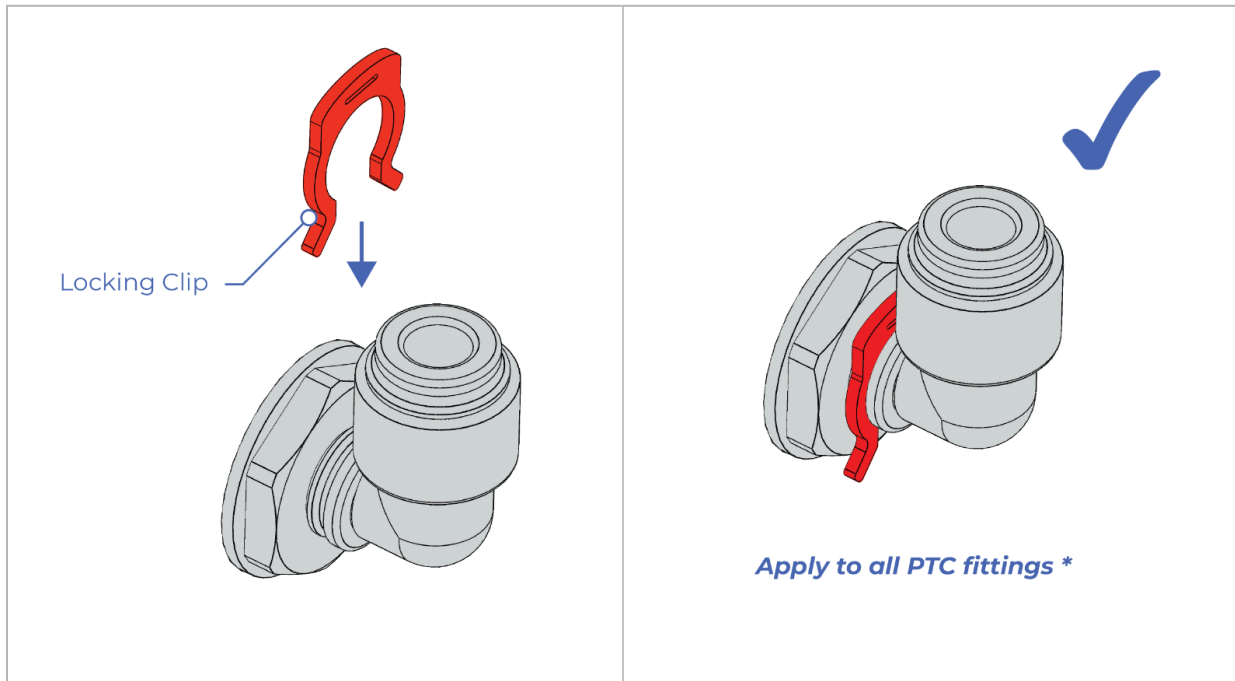


NOTE: The Pressure Regulator will likely need to be adjusted after the tank is connected to the chiller.

16. Plug the female end of the AC Power Cord into the back of the chiller. Plug the male end of the AC Power Cord into the power strip.



17. Confirm all PTC fittings are fully inserted and secured with a locking clip.
 - a. Check that the locking clips are secured around each PTC collet.

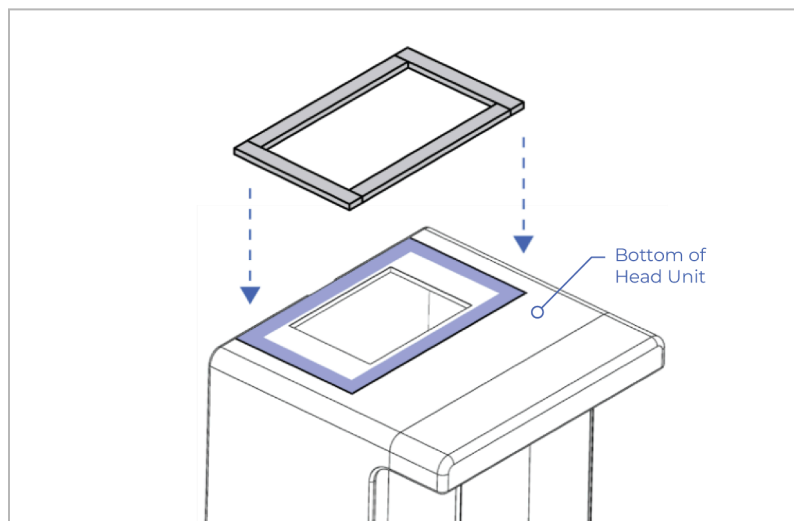


8. Head Unit Setup

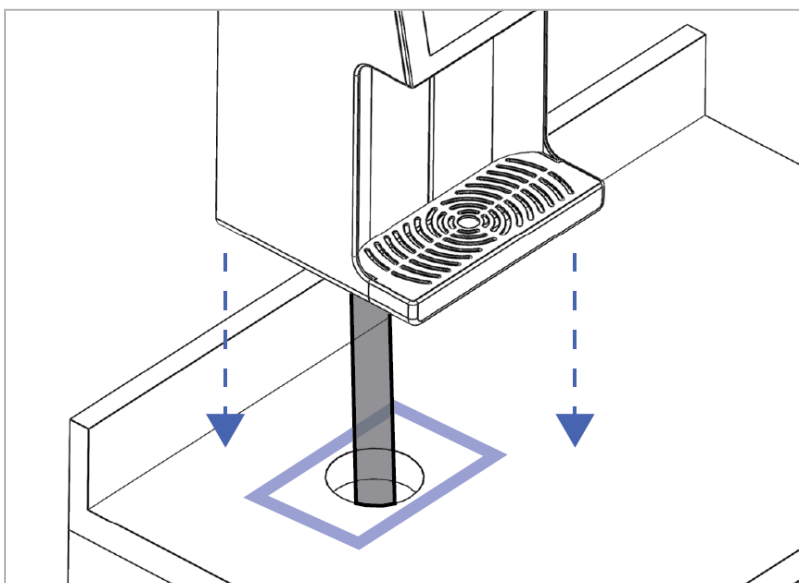
Ensure all cables and tubing can reach their corresponding components prior to securing the Head Unit to the countertop.

ENSURE THE HEAD UNIT OPENING FULLY ALIGNS WITH THE COUNTERTOP HOLE!

1. Cut and apply the foam sealing tape found in the “Console Mounting Kit” bag. Avoid gaps between the tape to ensure a good seal.

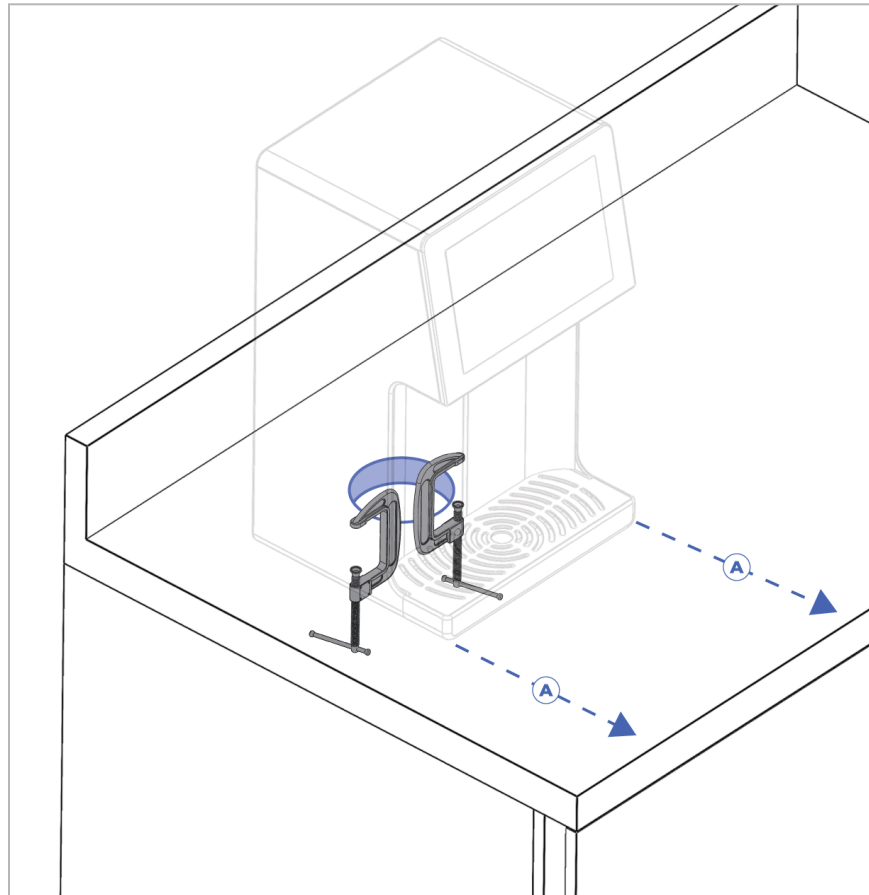


2. Place the Head Unit over the countertop hole.
 - a. Ensure foam seal completely surrounds the hole.

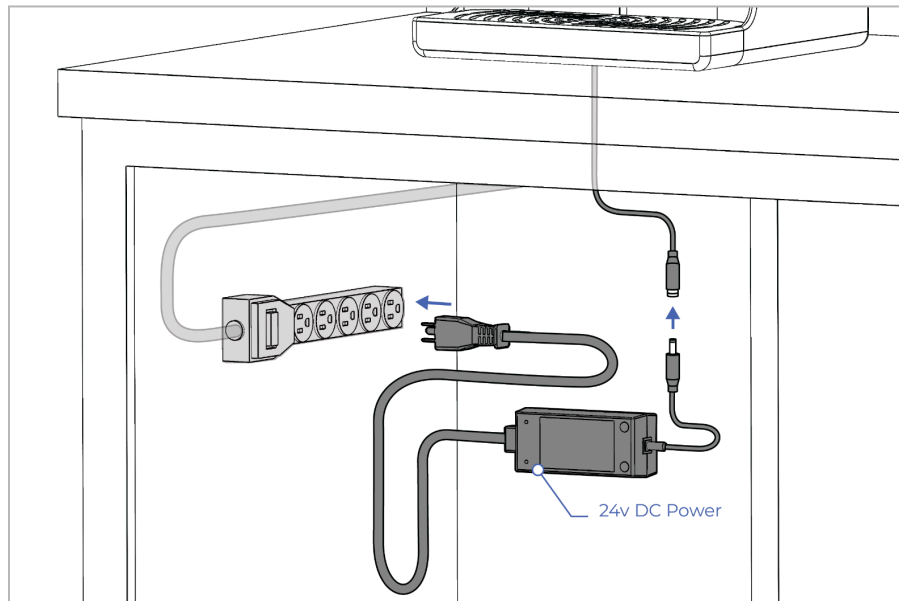


- b. **NOTE:** A poor seal can result in water falsely setting off the leak detector.

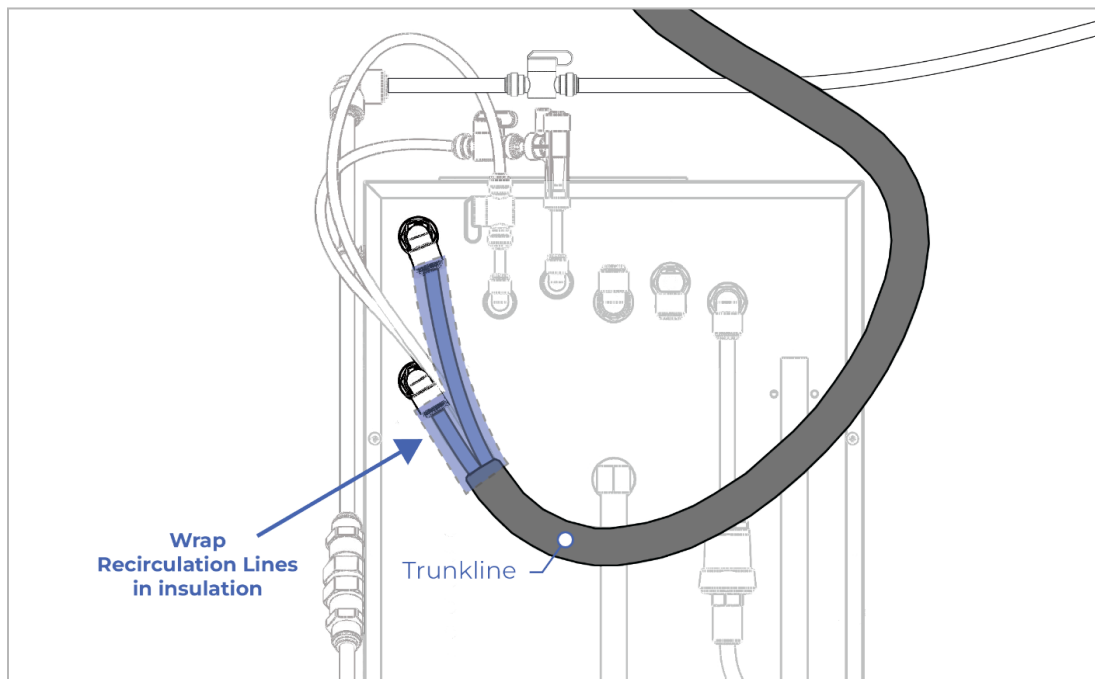
3. Secure the Head Unit to the countertop with the 2 x C clamps, found in the “Console Mounting” bag.
4. Confirm the Head Unit is square with the front of the countertop. Measure the distance from the left and right sides of the head unit to the front of the countertop - these distances should be the same.



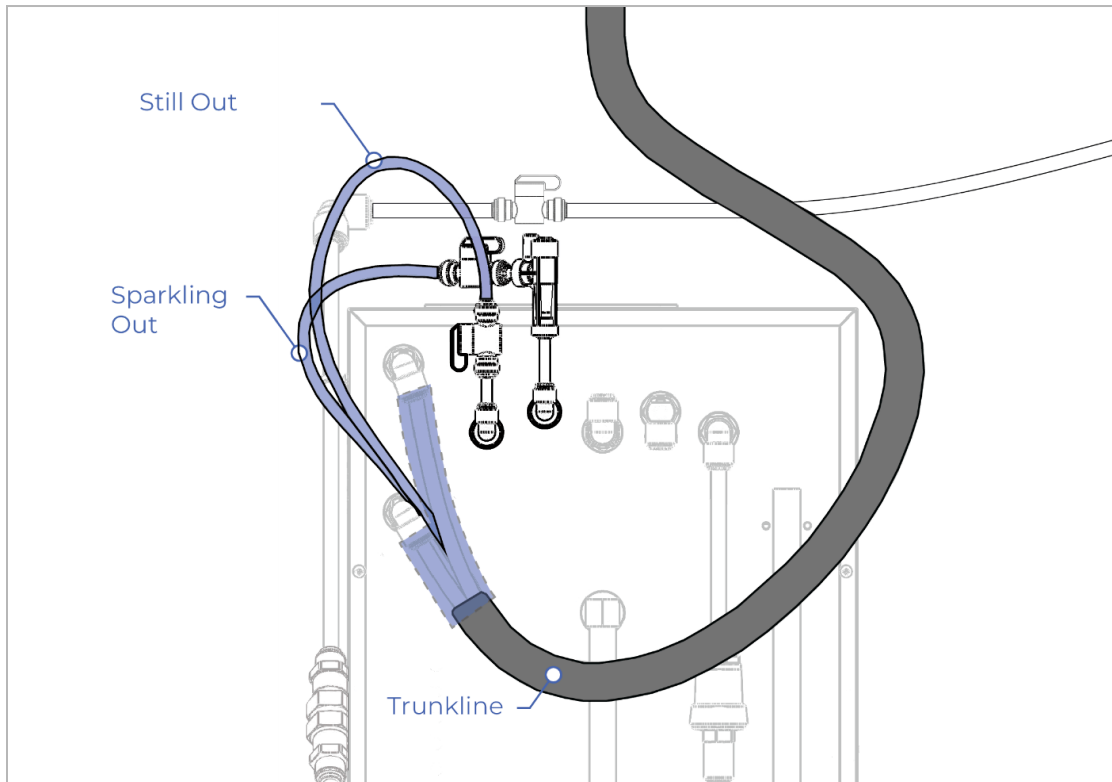
5. Connect the Head Unit 24V DC Power Supply to the Power Strip, found in the “Power” bag.
 - a. Do not place the Power Supply on top of the Chiller as water can collect there. Heat rejected from the chiller can also cause the Power Supply to fail early.
 - b. We recommend using a twist tie, zip tie, or tape to bundle the thick Power Supply cord, so that the Power Supply hangs from the power strip without resting on top of the chiller. The power supply can also be secured to the wall using strong Velcro strips or double-sided mounting tape.



6. Attach the Recirculation Lines to the front of the chiller
 - a. Trim the lines with a tube cutter as needed to reach the corresponding fittings.
7. Wrap Recirculation Line tubes & fittings with insulation tape from the “Console Mounting Kit” bag.
 - a. Keep the trunkline above the footprint of the drip tray to ensure any leaks are captured.



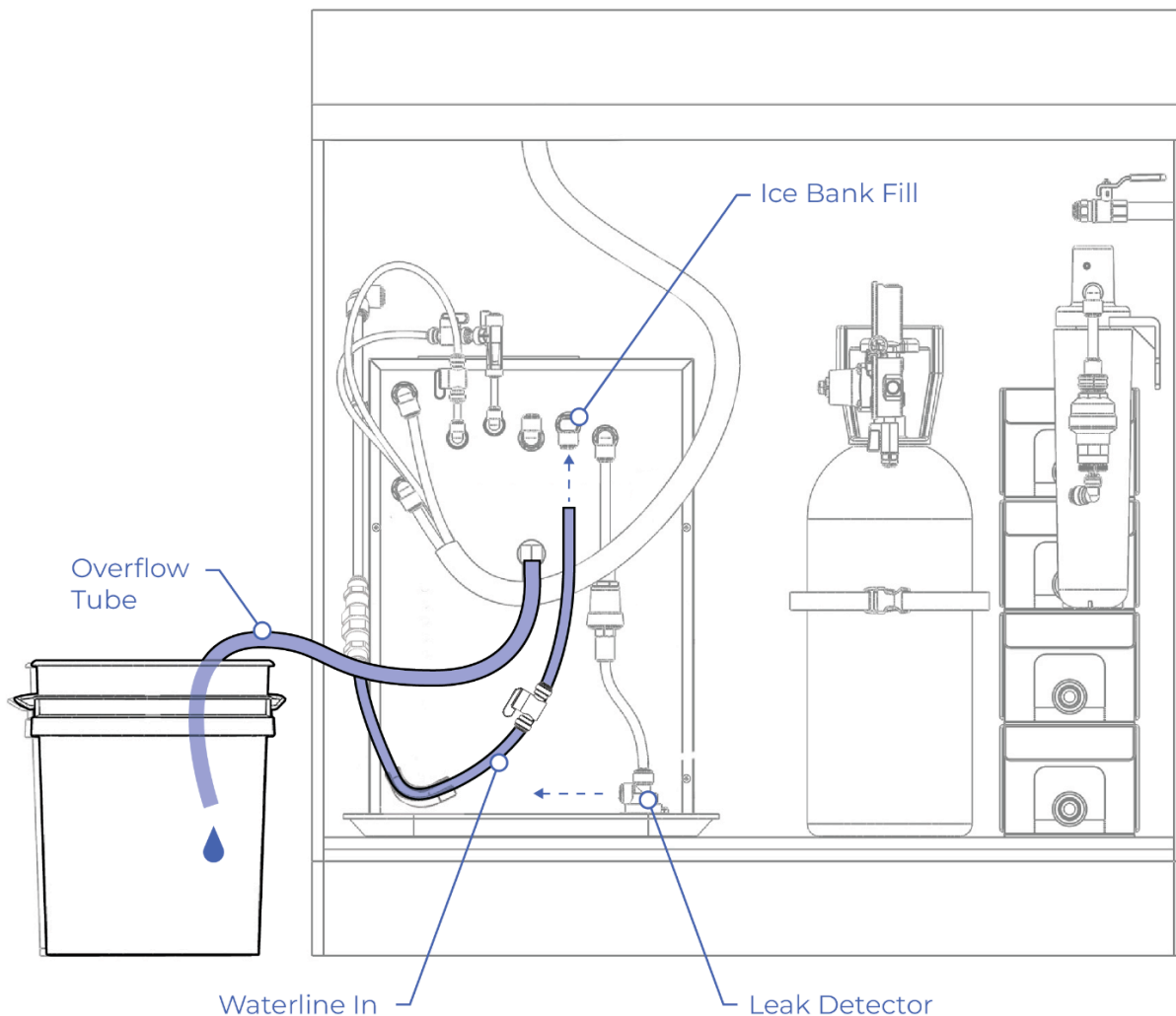
8. Connect the Still & Sparkling Out lines to the Chiller



9. Fill the Ice Bank

Before filling the Ice Bank ensure the chiller is in the final position, once filled with water it will be harder to move.

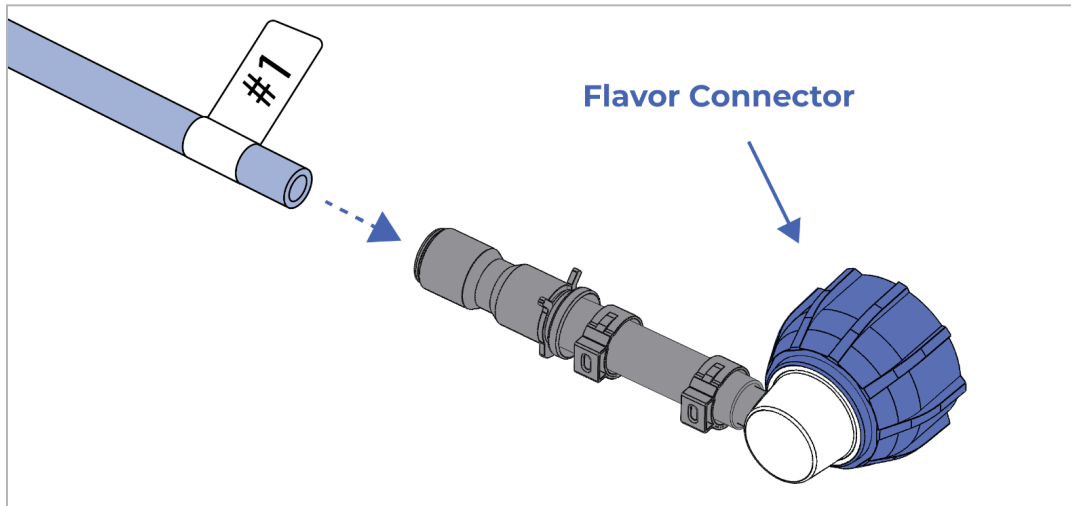
1. Detach the Water In line from the Leak Detector.
 - a. Reconnect the Water In line to the Ice Bank Fill fitting.
2. Detach the Overflow Tube from the chiller and place the end of the tube in a bucket.
3. Open the water source valve until water comes out of the Overflow Tube.
4. Once water starts to flow from the Overflow Tube, close the water source valve.
5. Reattach the Water In line to the Leak Detector.
6. Reattach the Overflow Tube to the chiller.
 - a. Ensure no water is coming out of the tube.
7. Re-open the water source valve & then the Co2 Tank regulator valve.
8. Check all connections along the water path for leaks
 - a. **If a fitting is leaking, shut off the water** and replace the fitting with a new one.



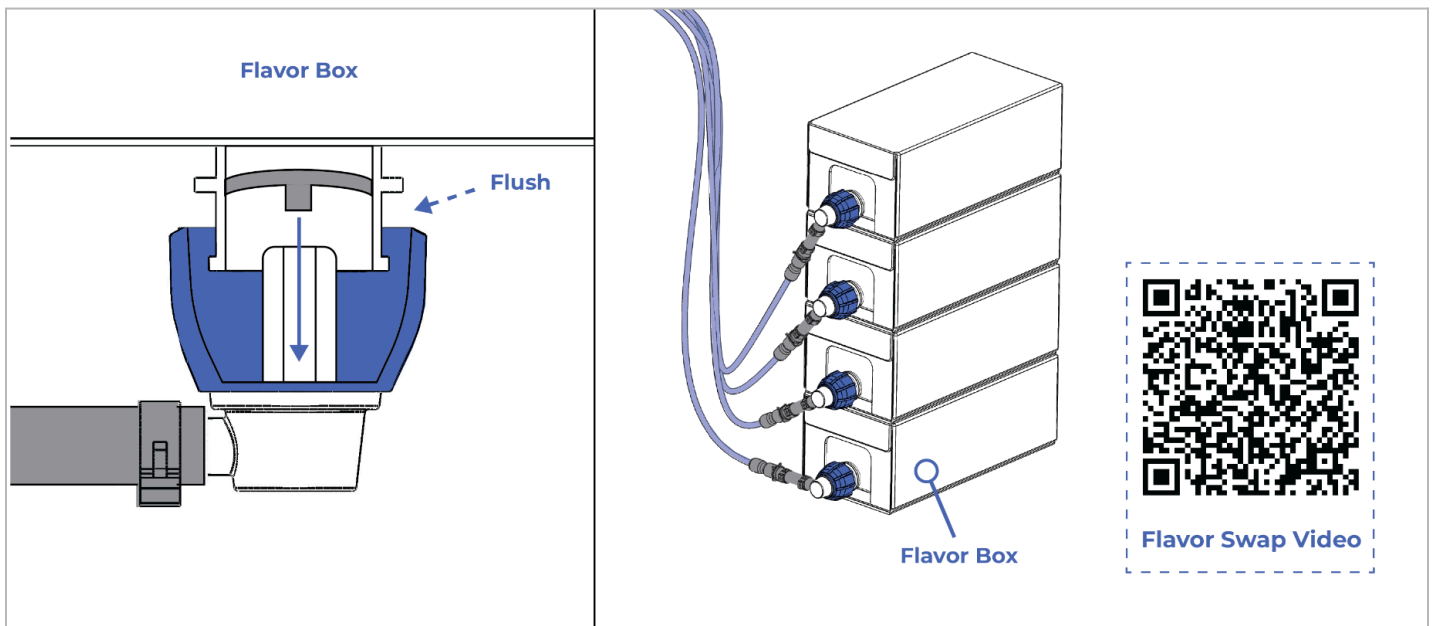
NOTE: Leave extra Overflow Leak Detector inserts on top of the chiller incase of false leaks.

10. Flavor Setup

1. Install all Flavor Connectors, 4 in total, onto the flavor lines coming from the Head Unit.



2. Screw each Connector to a Flavor Box by rotating the Connector clockwise.
 - a. Ensure the Connector is fully seated and not leaking.
 - b. Improper alignment can inhibit flavor from dispensing properly.



3. Ensure each Flavor Box is properly installed in the cabinet.
 - a. **DO NOT** position flavor boxes so that they are standing up.
 - b. **DO NOT** prop flavor boxes up on other items in the cabinet.
 - c. **DO NOT** place other items in the cabinet eg. cleaning supplies or food.

11. Complete Setup on Screen

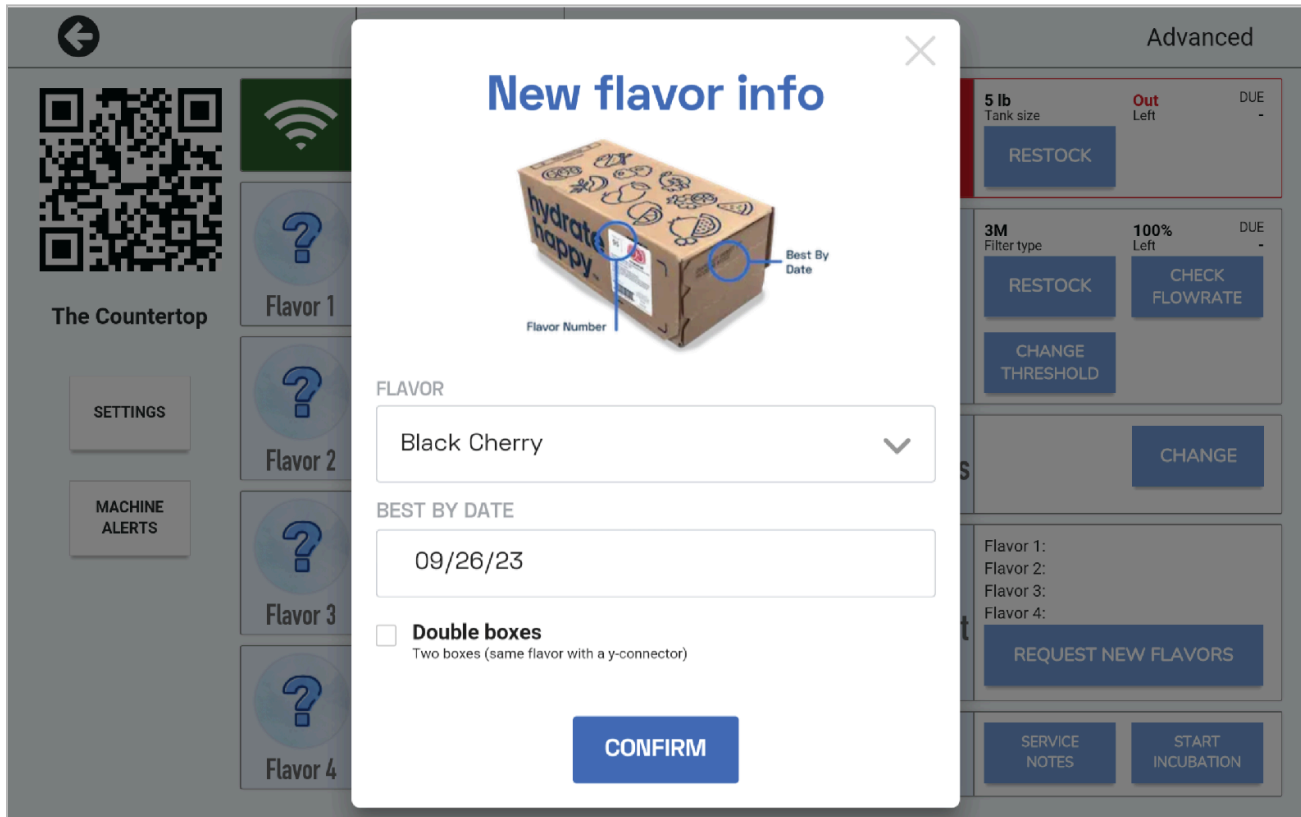
Proceed to follow all on screen instructions before finishing the installation.

1. Turn on the power to the Power Strip.
2. Turn the chiller on, locate the switch next to the AC Power Cord.
3. Turn the Head Unit on, locate the switch on the back of the Head Unit.
4. Follow the on screen wizard for the following steps:
 - a. Complete the End User License Agreement.
 - b. Connect the machine to the internet.
 - c. Download all firmware and software updates.
 - d. Register the unit; input the Distributor, Location and Company Contact.
5. Stock the machine with the Flavors that were just installed.
 - a. For Flavor 1 Select the “Restock” button.

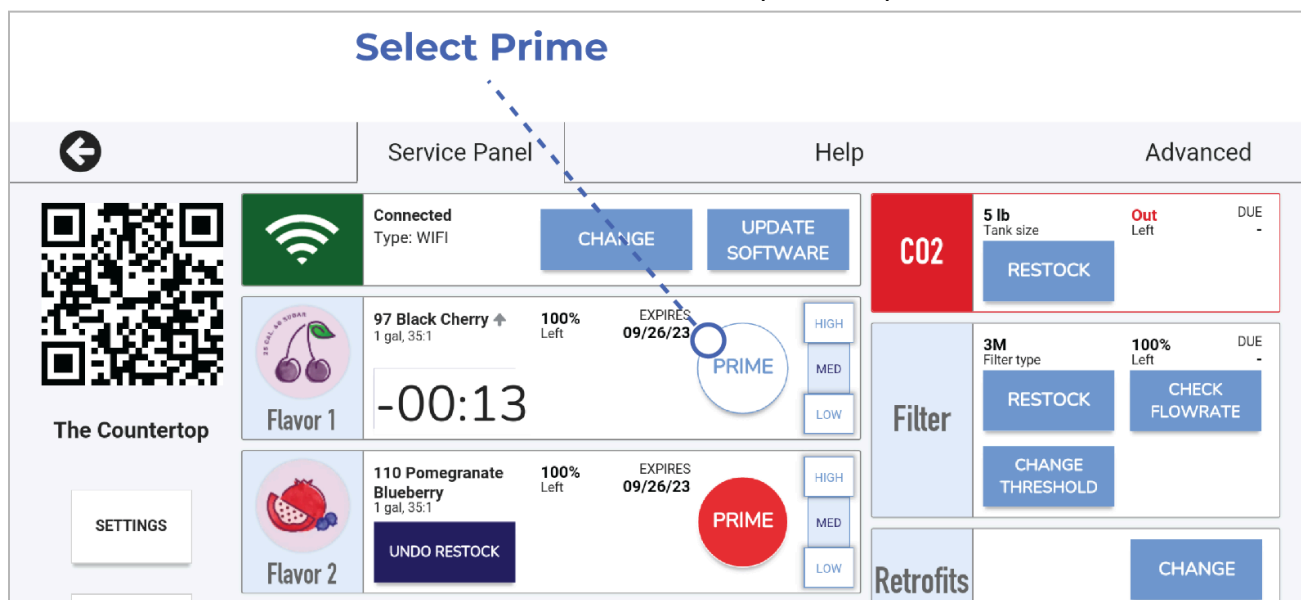
Select Restock

Service Panel		Help		Advanced	
<p>The Countertop</p> <p>SETTINGS</p> <p>MACHINE ALERTS</p>	<p>Connected Type: WIFI</p> <p>CHANGE</p> <p>UPDATE SOFTWARE</p>	<p>CO2</p> <p>5 lb Tank size</p> <p>Out Left</p> <p>DUE -</p> <p>RESTOCK</p>		<p>Filter</p> <p>3M Filter type</p> <p>100% Left</p> <p>DUE -</p> <p>RESTOCK</p> <p>CHECK FLOWRATE</p> <p>CHANGE THRESHOLD</p>	
	<p>Flavor 1</p> <p>53 Mystery Flavor 1 gal, 35:1</p> <p>100% Left</p> <p>EXPIRES 09/26/23</p> <p>RESTOCK</p> <p>PRIME</p> <p>HIGH</p> <p>MED</p> <p>LOW</p>	<p>Retrofits</p> <p>CHANGE</p>		<p>Flavor Request</p> <p>Flavor 1:</p> <p>Flavor 2:</p> <p>Flavor 3:</p> <p>Flavor 4:</p> <p>REQUEST NEW FLAVORS</p>	
	<p>Flavor 2</p> <p>53 Mystery Flavor 1 gal, 35:1</p> <p>100% Left</p> <p>EXPIRES 08/01/23</p> <p>RESTOCK</p> <p>PRIME</p> <p>HIGH</p> <p>MED</p> <p>LOW</p>	<p>Other</p> <p>SERVICE NOTES</p> <p>START INCUBATION</p>			
	<p>Flavor 3</p> <p>53 Mystery Flavor 1 gal, 35:1</p> <p>100% Left</p> <p>EXPIRES 08/01/23</p> <p>RESTOCK</p> <p>PRIME</p> <p>HIGH</p> <p>MED</p> <p>LOW</p>				
	<p>Flavor 4</p> <p>53 Mystery Flavor 1 gal, 35:1</p> <p>100% Left</p> <p>EXPIRES 08/01/23</p> <p>RESTOCK</p> <p>PRIME</p> <p>HIGH</p> <p>MED</p> <p>LOW</p>				

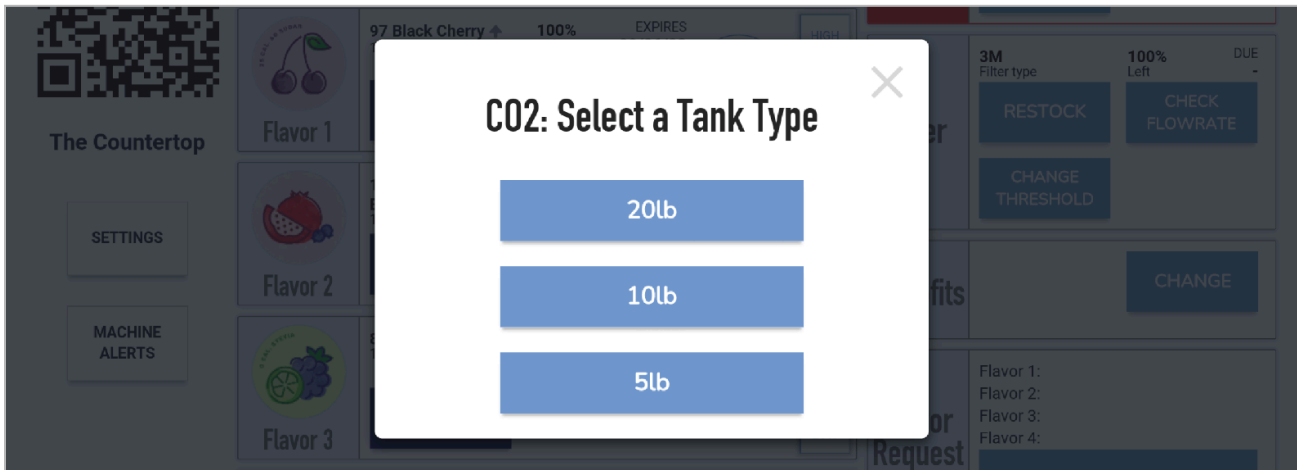
- b. Input the Flavor & the Best By Date from the corresponding Flavor Box.
 - i. Confirm the Flavor number on screen matches the label on the Flavor Connector.
- c. Select Confirm.



6. Repeat for the remaining flavors.
7. Once all flavors are stocked proceed to Prime each flavor.
 - a. Place a wide mouth bottle under the nozzle to capture the primed flavors.

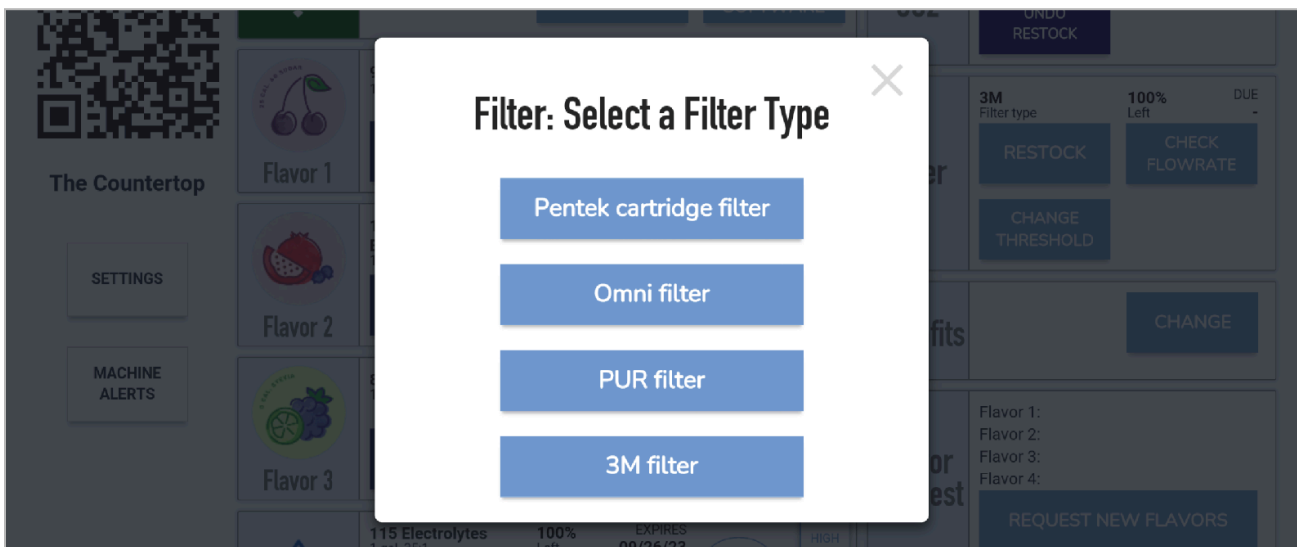


8. Stock the machine with the Co2 Tank by selecting Restock.
 - a. Select the size of the Co2 Tank installed.

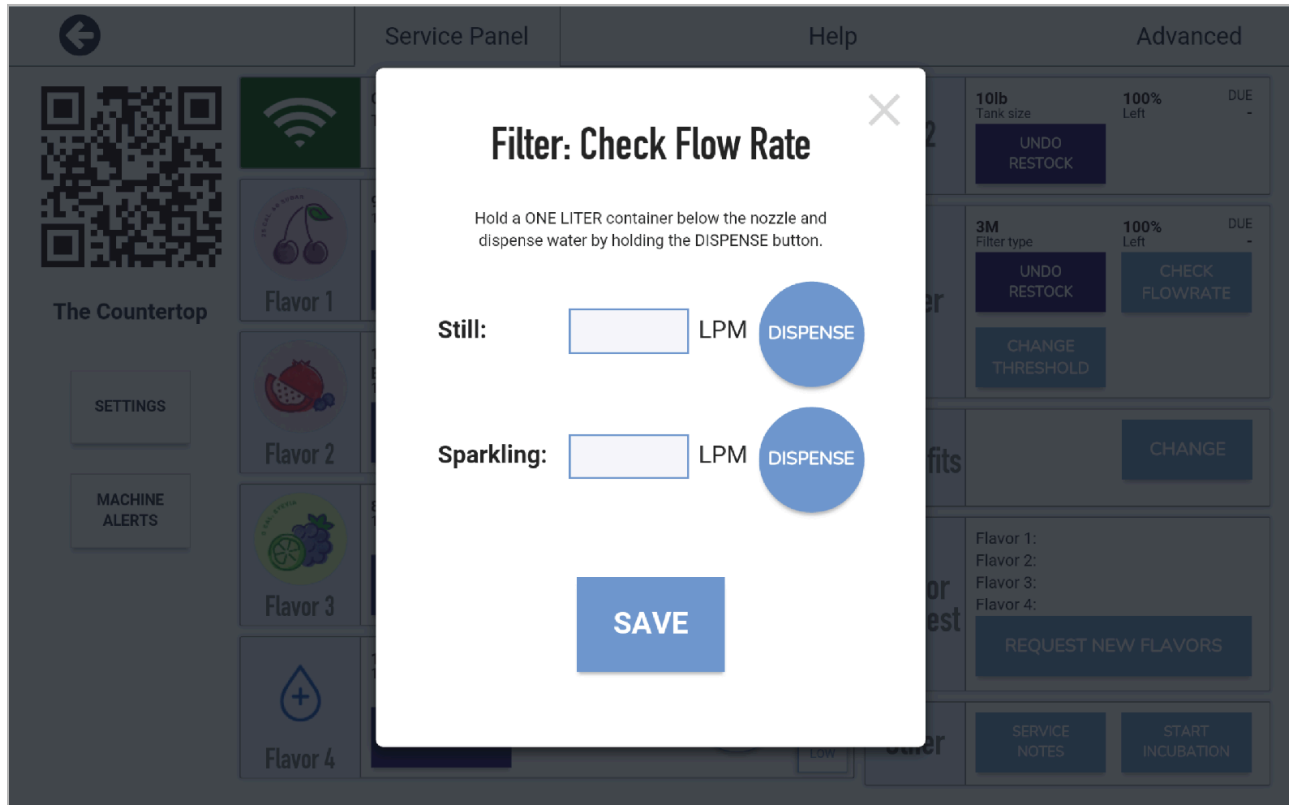


- b. Ensure the Co2 tank and regulator are open.

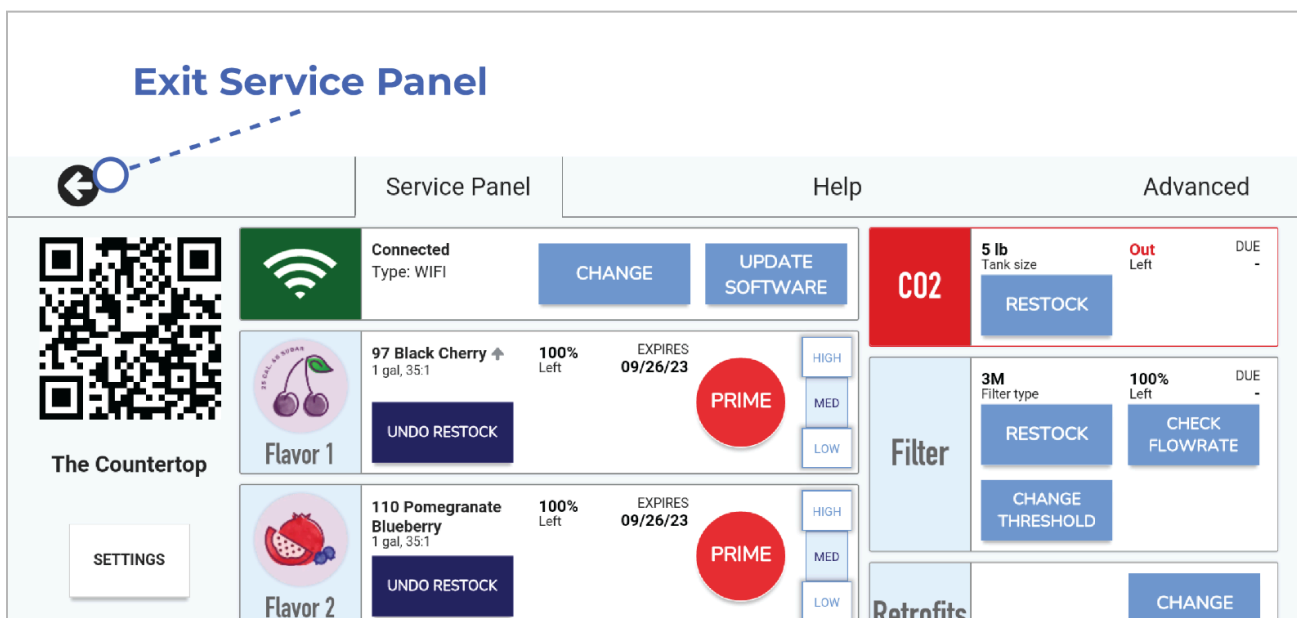
9. Stock the machine with the Water Filter by selecting Restock.
 - a. Select the appropriate filter that is installed.



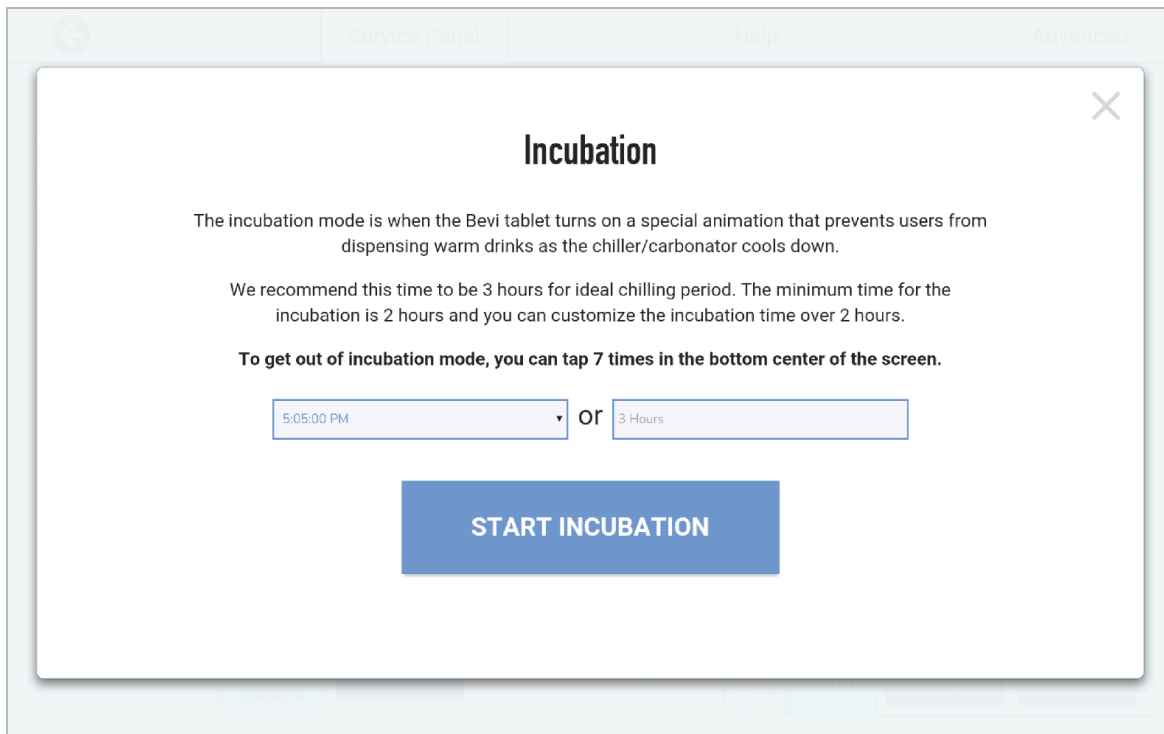
10. Check the flow rate by holding a 1 Liter container below the nozzle and dispense water by holding the Still or Sparkling dispense buttons.
 - a. Still should read 1.5 - 2 LPM
 - b. Sparkling should read 3.2 - 3.8 LPM
 - c. Select save once completed.



11. Exit the service panel by selecting the arrow in the top left corner.



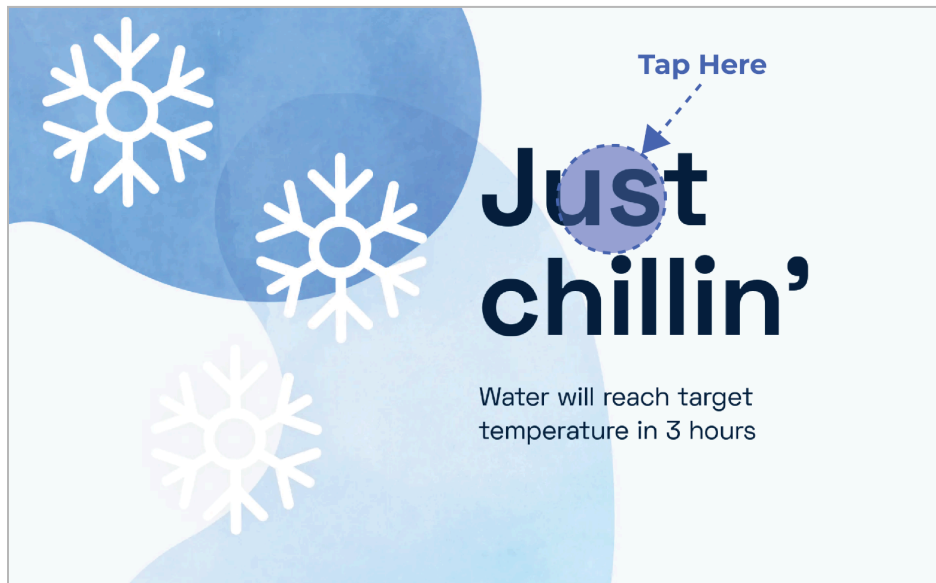
12. Start Incubation.



12. Before You Leave

Give an overview of the machine and demonstrate how to dispense a beverage.

1. Show all shutoff valve(s) to the customer.
2. Show the location of all power switches to the customer:
 - a. On the back of the Head Unit
 - b. On the Chiller
 - c. On the Power Strip
3. Give the customer an overview of the machine.
 - a. Repeatedly tap the word “Just” to access the Demonstration Mode.



4. Demonstrate how to dispense a beverage.
 - a. Show how to select multiple flavors and show how flavor strength can be adjusted
 - i. Explain that only 3 flavors can be selected at a time.
 - b. Show how to select Still vs Sparkling.



13. Instructional Videos

Reference any of the following videos for additional information.

[Replacing Filters](#)



[Installation Video - Countertop](#)



[Replacing Flavors](#)



[Replacing Co2](#)



Congratulations!

You just installed a new
countertop Bevi!!!

Please visit partners.bevi.co for any additional
machine information

We are happy to answer your questions at
support@bevi.co or [1-\(866\)704-2384](tel:1-866-704-2384)