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Bevi Guide:

Changing Filters in Bevi Units

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Overview

The purpose of this guide is to detail the best practices in changing filters on both the Standup and Countertop Bevi units.

Frequently Asked Questions

How often should the filter be changed?

The Bevi dashboard tracks the length of filter life. You should only use the 3M or Pentek filters that come with the Bevi machines.

What symptoms could signal accelerated degradation of filter life?

If a Bevi machine is experiencing low water pressure, dispensing still water stream in an off-centered manner, or dispensing water that tastes different than normal, it may be time to replace the filter.

What types of filters can the Bevi machines use?

It is recommended that you continue to use the filters as shipped with the Bevi machines, in order to preserve the machine warranty and optimize performance. You can order both 3M filters and Pentek filters on Handshake (3M Filters PN 901-0002, Pentek PN 901-0001)

Pentek Filter Change Procedure (for v0.75 and v1.0 Standup units)

Estimated time to complete: 3 to 5 minutes

1. Turn off the water source shut off valve behind the Bevi.
2. Press and hold the **red** button on top of the filter housing head until the water pressure is fully released from the system. You should hear and feel a light air release.
3. Use a filter wrench to loosen the filter housing. Make sure to remove the lower gasket from the filter housing, if left behind from the old filter.
4. Remove the old filter and dispose.
5. Obtain a new Pentek filter cartridge. Rinse the new cartridge with cool water for 15-20 seconds before replacing. This decreases the time needed to clear the filter of sediments.
6. Rinse filter housing with water, clean the outside and inside with a damp paper towel or microfiber cloth.
7. Place new filter in filter housing, make sure the upper and lower washers are seated correctly.
8. Hand tighten the Pentek filter housing to the filter housing head until snug. **Do not use a filter wrench, or doing so may crack the filter housing.**
9. Make sure the new filter housing is tightened before repressurizing the system.

10. Pressurize the system by turning on the water source, and then check for leaks.

11. Using the touchscreen, access the service panel to record the filter change.

12. Flush the filter by using the water flush/prime feature in the service panel. Prime the filter until the water is clear of micro bubbles or sediment (typically 2-3 liters).

13. Set the filter type and lifespan (threshold) in the service panel. The Pentek filter should be set to 500 gallons.

- The filter life(threshold) can be adjusted to a custom amount based off the buildings water type.

3M Filter Change Procedure (for v1.5 Standup and all Countertop units)

Estimated time to complete: 2 to 4 minutes

1. Turn off the water source shut off valve behind the Bevi.

2. Remove the old 3M filter cartridge by twisting the cartridge counterclockwise. A small amount of water may exit the filter housing bracket.

3. Align the filter before placing it in the filter head, twist clockwise until the filter locks into place.

If you are experiencing alignment issues, please reference this Tech Tip Video: <https://vimeo.com/355594739>

4. Pressurize the system by turning on the water source, and then check for leaks.

5. Using the touchscreen, access the service panel to record the filter change.

6. Flush the filter by using the water flush/priming feature in the service panel. Prime the filter until the water is clear of micro bubbles or sediment (typically 2-3 liters).

7. Set the filter type and lifespan (threshold) in the service panel. The 3M filter should be set to 1,500 gallons.

- The filter life(threshold) can be adjusted to a custom amount based off the buildings water type.