



EASY TO FOLLOW STEPS FOR FILTER CHANGE

1. Turn off the water. If you have a shut-off valve before the filter at the point of entry or under the sink, turn it to the off position (to the right). If you do not, you must turn off the main water line (to the whole house.)
2. Place a container under the unit to catch any water that may be inside the filter housing(s).
3. Open your blow down port, nearest faucet, or extra dedicated faucet to drain the line. (If your unit does not have a separate faucet, open the faucet closest to the unit.) If you have a reverse osmosis unit, you will need to turn the petcock on the storage tank to the off position before opening the faucet to drain the line.
4. Push down on the red button at the top of the unit (if your unit has one) to relieve the pressure.
5. Remove the cylinder(s) or housing by hand or using a wrench, by turning the housing to the left to unscrew.
6. Remove filter(s) and dispose in garbage.
7. At this time, it is recommended that you sanitize your unit with a small amount (a capful) of Clorox bleach and water or soap and water. Simply rinse and scrub or wipe the inside of the housing(s) clean with this solution.
8. Place the new filter(s) in the now empty housing(s) making sure that the rubber “o-rings” are in place. These rings should be well lubricated with food grade silicone lube at this time. Do not remove the o-rings or stretch them in any way.
9. *Carefully align the top and bottom of the filter core in the housing so that it fits snugly.
10. Screw housing(s) back in place until hand tight and then a ¼ turn. If you have a leak, bleed down pressure (repeat Steps 1-4) and tighten more.
11. If you have a reverse osmosis system, you may have an in-line filter. Remove the filter by disengaging the quick connect fittings, and replace the filter. The RO membrane should be changed every 2-6 years, and it is disconnected the same way as the in-line filter (only on one end), and the other end unscrews.
12. Turn the water back on. If you have a reverse osmosis unit, turn the storage tank line to the on position.
13. If you are replacing a carbon type filter, run water through the extra dedicated faucet (or the nearest faucet if you do not have one) for at least three minutes or until the water runs continuously clear, to expel loose fines. If you have a reverse osmosis unit, run the water out of the storage tank until clear (you may have to wait until the unit produces more water and then repeat.)

***CAUTION: FILTER ALIGNMENT IS CRUCIAL FOR LEAK PREVENTION. IF FILTER DOES NOT ALIGN PROPERLY, LEAK AND RESULTING FLOODING IS POSSIBLE**

NOTES:

- Purely Water Filters recommends yearly filter changes if your filter is carbon based, regardless of your usage
- Sediment filters should be changed whenever a decrease in water pressure is noticeable or sediment presents in house or aerators.
- Consider a larger unit if filter changes are required too frequently. Visit our website for product choices.
- You will receive a yearly reminder service notice via email, unless otherwise specified by you for a different interval preference

For further information, please contact our
customer service desk

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