



One Gallon, (4 Litre) Glass Carafe  
**Instruction Manual**  
H2oLabs Model 300CG



## **SAFETY INSTRUCTIONS - Read Before Assembly**

**▲ CAUTION: Always handle the glass Carafe with care to avoid breakage and possible injury.**

▲ Discontinue use of the Carafe if it is cracked or chipped. Ordinary imperfections in the glass such as scratches, marks, bubbles or blemishes, are completely normal and not a cause for concern.

▲ Broken glass should be carefully collected and placed into a rigid box or container so it can be handled and disposed of properly without injury.

▲ Follow Assembly Instructions accurately to ensure safety. An improperly assembled glass Carafe could cause damage to it or result in personal injury.

▲ Place a towel on the table surface underneath the Carafe to prevent sliding or damage during assembly or while cleaning.

▲ When using Carafe, use both hands for proper support.

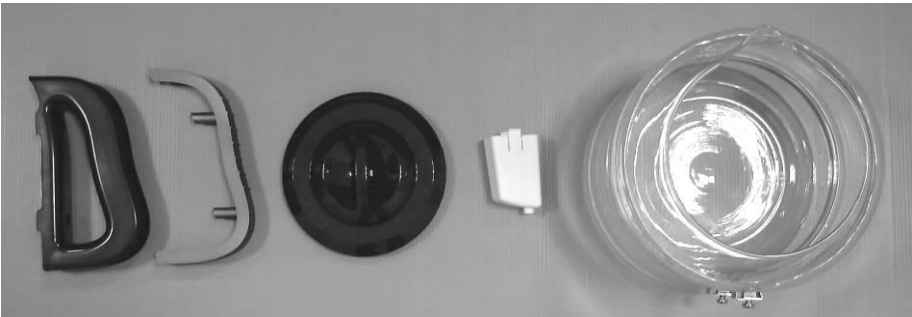
▲ When setting Carafe on any hard surface, (especially when full), take care to rest it gently on the surface to avoid damage.

## CARAFE ASSEMBLY INSTRUCTIONS

Only tool required: Phillips (Cross-Head) Screwdriver, (not included)

**Note: Please use caution when handling the glass Carafe.**

1. Remove all parts from the protective Styrofoam. Do not assemble if the Carafe is cracked or chipped.



2. Check Styrofoam packaging to locate all parts as specified below:

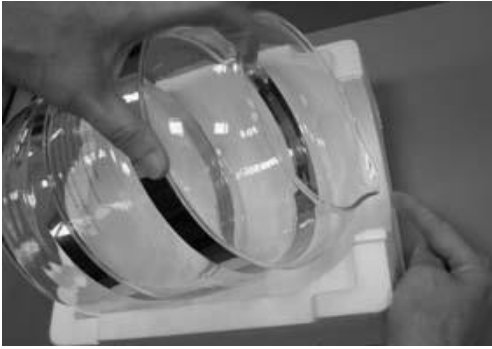
Handle

Handle Cover

Lid

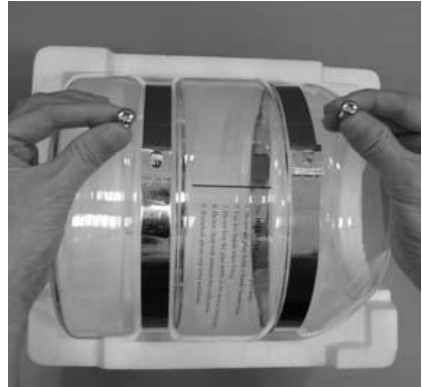
Nozzle with Glass Insert, (Activated Carbon Pod Housing)

Glass Carafe with 2-Stainless Steel Straps and 2-Phillips, (cross-head), screws attached.



3. Use the packaging Styrofoam as an assembly platform. Place the Carafe spout facing down and the screws facing up.

4. Remove the screws and peel off the blue protective film from the stainless steel straps.



5. Align the right-hand side of the screw holes to the black reference line on the Carafe.

6. Position the Handle over the 2 screw holes and align it with the black reference line along the right edge of the handle.





7. Insert the top screw first using a Phillips, (cross-head), screwdriver. Turn the screw until barely snug. Do not tighten yet.

8. Insert the lower screw next and turn it till barely snug. Move the handle to the right a little so that the black reference line is just covered evenly by the handle edge.



9. While making sure the handle is vertically aligned with the black reference line, tighten both screws. The handle should be opposite the spout. If necessary, loosen the screws to re-adjust.



10. Lift the Carafe by the handle a few inches above table surface and GENTLY shake the Carafe to verify that the handle is securely assembled. Tighten the screws more if the handle feels loose.





11. Clip the Handle Cover onto the Handle. Push it all the way in.

12. Wash the Carafe thoroughly prior to use with a couple drops of dish soap and warm water and rinse well. Place the lid on the Carafe with the opening facing the spout. The Carafe is now ready to use.



**Always handle the glass Carafe carefully and set it gently on hard surfaces as it is breakable.**



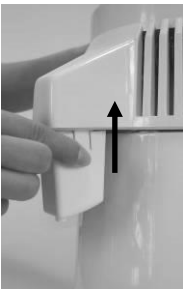
Since the Carafe is heavy when full, (approx. 9 lbs. or 4 kg), it should be lifted and carried with both hands. One hand should be holding the handle and the other hand supporting the bottom of the Carafe. An easy way to pour from a full Carafe is to allow it to rest on the counter-top, (thereby supporting the weight), while tilting it to fill a drinking glass, etc.

## **NOZZLE AND GLASS INSERT**

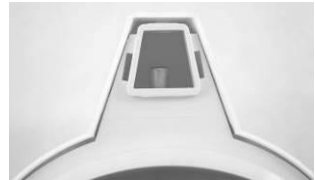
1. Carefully remove the Glass Insert from the Nozzle and gently wash, rinse and dry both parts. (It may be helpful to use a small flat head screwdriver to release the retaining tab.) Reinsert the Glass Insert back into the Nozzle.



Should the Glass Insert break, replacements are available. However it is perfectly acceptable to continue using the distiller without the Glass Insert as the Nozzle is made from safe, food-grade material.



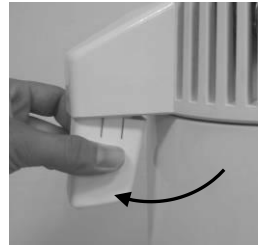
2. Install the Nozzle onto the water outlet spout on the head of the unit. Insert the two raised edges of the Nozzle into the two slots under the Distilled Water Outlet.



3. Line up the Nozzle outlet with the spout of the Glass Carafe to collect the distilled water. Position the Carafe accurately so that water will not drip on the side of the Carafe or onto the countertop.



It is not necessary to remove or clean the Nozzle until it is time to replace an Activated Carbon Pod. When removing the Nozzle, press the top side tabs carefully and tilt out of the slots. It may be helpful to use the small flat head screwdriver to push the Nozzle tabs in to release them from the slots and remove the Nozzle easily. If using a screwdriver, be careful not to enlarge or damage the slots.



To order Activated Carbon Pods, Cleaning Crystals, parts and accessories, or for information on High Capacity Automatic Units and other helpful products or information, please visit our website or call us.

**North American Customers**

**[www.H2oLabs.com](http://www.H2oLabs.com)**

**or Call 1-800-990-3560**

*(Monday through Friday 8:00 AM to 5:00 PM Central time.)*

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