



# BREWERS OF GOLD

## Check These 5 Steps to Quality BREWING INSTRUCTIONS FOR THE BUNN TB3Q



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### Brew it Right

#### PREPARATION FOR 3 GALLON BREW

1. Begin each brew cycle with a clean, empty brew funnel and urn. (Be sure the urn lid doesn't interfere with the flow of dilution water.)
2. Use 1 (one) tea bag for each complete 3 gallon brew cycle.
3. Place the tea bag in the center of the brew basket and replace the brew basket in the brewer.
4. Slide the funnel into the funnel rails until it stops.
5. Place the ON/OFF switch in the "ON" position.
6. Momentarily press the start switch.
7. After brew cycle has finished and tea no longer drips from the funnel tip, carefully remove the brew funnel and discard used tea bags. **NEVER RE-USE TEA BAGS.**



#### BREW IT RIGHT

1. Allow the brew cycle to finish before adding sweetener for sweet tea.
2. Discard the tea bags from the brew basket immediately after the brew cycle is finished. **NEVER RE-USE TEA BAGS.**
3. For sweetened tea, please use the following guidelines when adding sweetener/sugar:
  - **For regular Sweet Tea**, add 2 cups of sugar per 3 gallon brew
  - **For Southern Style Sweet Tea**, add a minimum of 4 cups (maximum of 6 cups) of sugar per 3 gallon brew
4. Wear a foodservice glove, and use a clean, stainless steel spoon (or whisk) sufficient in length to reach the bottom of the container holding the tea.
5. Mix extremely well, stirring enough times until all the sugar is dissolved.
6. Immediately place the lid on the dispenser.
7. Discard product after 6 (six) hours.



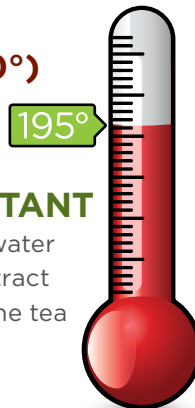
Use the appropriate label to identify the flavor contained in each urn



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### Temperature

**HOW HOT?**  
**195 Degrees (±10°)**  
**or Greater!\***



#### WHY IT'S IMPORTANT

It is important that the water be sufficiently hot to extract the tea beverage from the tea leaves.

To make sure you are serving quality iced tea, just follow these steps:

#### BREWING TEMPERATURE

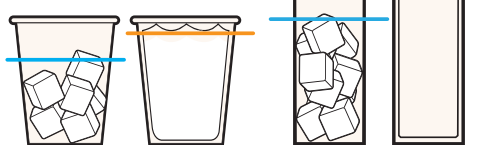
1. Measure the brew water temperature at the spray head. The temperature should be 195 Degrees or higher. A suitable digital thermometer is available from Coca-Cola Parts (CCP#121235).
2. If the water is not 195 Degrees (± 10°F):
  - The temperature probe and/or thermostat may not be functioning properly.
  - The temperature probe and boiler may be coated with lime scale from the hardness in the water.
3. Call 1-800-241-COKE (2653) for service.

#### SERVING TEMPERATURE

1. Never use a warm glass.
2. Always use correct Ice Fill.

Fill the cup with  $\frac{3}{4}$  Ice for the **Best Drink!**

Fill cup to blue line with ice  
Fill cup to orange line with tea



**FILL IT RIGHT!**  
**Drink Quality Counts.**

\* Always use extreme care when dealing with beverages of high temperatures.

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### Taste

It is important to make sure that brewed tea equipment is operating properly. Calibrating the brew and dilution flow rates will help to ensure that the brewed tea concentration is not too weak or too strong.

To modify batch sizes follow these steps:

Put the SET/LOCK switch in the "SET" position on the circuit board.

#### To Increase Batch Size:

- Press/hold the START/BREW switch until 3 clicks are heard.
- Release the switch and press it one or more times. Each time the switch is pressed, 2 seconds are added to the brew time.

#### To Decrease Batch Size:

- Press and release the START/BREW switch once for every 2 seconds to be removed from total brew period.
- Immediately press and hold the START/BREW switch until 3 clicks are heard.
- Release the switch within 2 seconds.

#### To Set Batch Size:

- Press and hold START/BREW switch until 3 clicks are heard and then release.
- When the desired liquid level is reached, turn the ON/OFF (UNSWEET/OFF SWEET) switch to "OFF."
- This volume setting is stored until reset.
- To adjust the concentration/dilution ratio – adjust the needle valve.

**IS THE FUNNEL INTERIOR CLEAN?**  
**IS THE STRAINER CLEAN?**

The flow of brew water/tea through the funnel must not be slowed because of a clogged or dirty strainer. The interior of the funnel should not have any stains or residues that might add bitter notes to the tea. Replacement funnel tip & screen kit (pictured) is available from Coca-Cola Parts, #121048.

For more information, refer to the TB3Q Brew Volume Calibration Instructions from BUNN, found on their website [www.bunn.com](http://www.bunn.com).



# Freshness

## First to Enjoy By...First Out!

### WHY IT'S IMPORTANT

Remember, great taste is why your customer orders iced tea. Your customers expect to experience great tasting, fresh brewed iced tea! Fresh tea bags are essential to producing quality brewed iced tea.

### WHAT TO CHECK

Tea Bags produced by The Coca-Cola Company for your fresh brewed tea are packaged by the case. To make certain you always serve only fresh tea bags, pay attention to these conditions:

1. Check the date code on the case: Each case of tea bags is stamped with a date code indicating the **“Enjoy By”** date. The date code is on a label affixed to the box.
2. Rotate your tea bag stock. Always use the oldest tea bags first to maintain freshness. Remember First to Enjoy By...First Out!
3. Avoid using tea bags that are too old. Tea bags should be used before **“Enjoy By”** date. The shelf life for each product from the date of each manufacturer is:



### Gold Peak Black Tea = 18 months

4. Discard the tea bags from the brew basket immediately after the brew cycle is finished. **NEVER RE-USE TEA BAGS.**
5. The maximum hold time is 6 (six) hours. To help ensure the tea you serve is always fresh, a **brew date sticker** is available via the Coke Catalog for use with your dispenser urns. Place the sticker on the side of the urn and simply write in the date and time the tea was placed in the urn. Contact your Coca-Cola Sales representative should you want these stickers.



6. Store tea at room temperature away from items that could impact taste (e.g. onions).
7. Keep boxes closed when not in use to avoid moisture getting into the box which can cause mold.



# Cleanliness

### WHY IT'S IMPORTANT

Keeping your dispensing system clean helps keep it operating properly. A clean, sanitary appearance communicates quality to your customers.

### WHAT TO DO

It's easy to keep your dispensing area clean and orderly when you follow this regular schedule of activities.



Your customers associate a clean, tidy area with quality.

## SLIMLINE URN DAILY CLEANING INSTRUCTIONS



1 Once a day, turn the faucet in a counterclockwise direction and remove the faucet from the dispenser. Unscrew the faucet cap from the faucet body and disassemble all faucet parts.



2 Transfer these parts to a three compartment sink for cleaning. Fill the first sink with a soap solution using a mild detergent, the second sink is used for clean rinse, and the third sink with a sanitizer solution (75°F warm chlorine solution of at least 50-100 ppm).



3 Use a bristle brush (CCP #18616/BUNN #00674.0000) to thoroughly scrub the faucet body.



4 Allow the parts to soak in a sanitizer solution for a minimum of ten minutes.



5 Remove the faucet parts from the sanitizer solution and rinse thoroughly. Allow parts to air dry over night.



6 Thoroughly clean the entire inside surface of the dispenser using a large plastic bristle brush (CCP #28884) and the faucet shank using a small brush, (CCP #18616/BUNN #00674.0000) mild detergent and water solution. Thoroughly rinse the dispenser with clean water.



7 Using a clean plastic pail, prepare 2.5 gallons 100 ppm sanitizing solution in lukewarm water (85 – 105° F), using 1 pack of Kay-5™ sanitizer (CCP #25823). Make sure all of the Kay-5™ crystals have dissolved completely.



8 Pour a small amount of sanitizer solution into the dispenser. Use a bristle brush, (CCP #18616/BUNN #00674.0000) to clean all the way through the faucet shank. Repeat 3 times.



9 Thoroughly rinse the dispenser with clean water. Allow the dispenser to air dry over night



10 Assemble the faucet components and attach the faucet to the dispenser turning clockwise.

## BREWER CLEANING INSTRUCTIONS

1. Place the ON/OFF switch in the “OFF” position.
2. Wipe the exterior of the machine daily.
3. Remove the sprayhead daily.
  - Wash in hot water and dish detergent, rinse, sanitize, and air-dry.
  - Ensure sprayhead holes are not blocked.
  - Wipe the sprayhead area of the brewer.
4. Thoroughly clean the brew basket after each use.
  - The funnel tip and screen must be free of any tea particles or residue.
  - Wash with dish detergent, rinse, sanitize, and air-dry.



## WEEKLY CLEANING



1 Once a week, fill the dispenser with a chlorine solution (75°F warm chlorine solution of at least 50-100 ppm).



2 Draw a small amount (2 oz.) of presoak through the faucet making contact with the faucet components. Allow the dispenser to soak over night. The next morning, perform the daily cleaning procedures on the faucet and dispenser.

## 6 MONTH CLEANING



1 It is recommended to replace the faucet seat cup every 6 months (CCP #118348/BUNN #00600.0000).



2 Discard the old seat cup and reassemble. Alternatively, the faucet Assembly, (CCP #122334/BUNN #03260.0003), can be ordered for replacement.

## TROUBLESHOOTING

PROBLEM	PROBABLE CAUSE	REMEDY
Brew cycle will not start	No water or no power	<ul style="list-style-type: none"><li>• Make sure the water lines and valves are open</li><li>• Make sure the brewer is plugged in, or check the circuit breaker</li><li>• Make sure the ON/OFF switch is working</li><li>• Could be front enable/on-off switch</li></ul>
Weak or bitter tasting beverage	Missing sprayhead or brew funnel tip Dirty sprayhead or brew basket	<ul style="list-style-type: none"><li>• Replace sprayhead or brew funnel</li><li>• Clean and sanitize the sprayhead and brew basket</li></ul>
	Dirty dispenser faucet	<ul style="list-style-type: none"><li>• If dirty dispenser faucet: disassemble, clean and sanitize the dispenser faucet</li></ul>