

- c. Insert the tube end about a ¼" into the replacement filter fitting then pull back gently to ensure a snug fit. Repeat step 5 for the other end of the filter. Immediately discard used filter. Repeat step 5 for each of the next replacement filters.
6. Remount the Tap Master, and **SLOWLY** open the main water line to the Tap Master. For Tap Master UV & ULTRA reconnect power adapter. Then open the tank valve slowly. *Failure to repressurize slowly may result in system damage.* Water should now be flowing from the RO sink spigot. Allow the water to run until the stream falls to a thin gentle flow. Initial discharge may be accompanied by a harmless discoloration due to loose carbon. Close the RO sink spigot, and allow 3 hours for the reserve tank to refill. A second tank flushing may be necessary depending on initial tank fill level.

For more information please visit [www.AdvancedWaterFilters.com](http://www.AdvancedWaterFilters.com) or contact customer service at 1-800-453-4206. We will be happy to assist you with your filter change.



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## Tap Master Series Reverse Osmosis System Filter Change Instructions



## **Tap Master Series Reverse Osmosis System Filter Change Instructions**

### Tools Required

Scissors

Towel

1. Clear away a workspace under the sink near the location of the Tap Master Reverse Osmosis System.
2. Turn off the water feeding the Tap Master, by closing the ball valve located on the water line, or by closing angle-stop feed water valve clockwise. To close the angle-stop, turn clockwise. If present, the angle-stop will be located on the wall under the kitchen sink in close proximity to the Tap Master. Either method will work. See Figures. For Tap Master UV & ULTRA disconnect power adapter.
3. Close the reserve tank valve located on top of the reserve tank. When closed the blue handle will perpendicular to the water line. See Figure.
4. Depressurize the system. Flip up the handle on the RO sink spigot so that it locks into place, and dispenses water until it no longer flows. See Figure 4. If you have successfully shut off the water this should occur within a few seconds. If water still continues to flow, repeat steps 2 & 3. The system is now depressurized; continue to

leave to RO sink spigot handle in the open position.

5. Slowly and gently pull the Tap Master off of its mounting clips from the bottom up. Lay it on a towel. Pull off the first filter to be changed. **IMPORTANT:** Make note of flow direction arrows on the filter body and line then up with the replacement filter which you should position nearby. See Figure.
  - a. To determine which replacement filter you should use, compare the labels on the filters and make sure the flow direction arrows face the same direction. Make note of your system configuration.
  - b. To remove the tubing from the filter – push down the seal ring to the filter body with the thumb and forefinger while simultaneously pulling on the tubing as shown in Figure 6. Some mild resistance to pulling out the tubing is normal. Removing the tubing will be impossible without first fully depressurized the Tap Master as described in step 4. Immediately trim off a ¼” from the end of the tubing with the scissors. Make sure tubing end is smooth and round before inserting it into the replacement filter. **NOTE:** A rough or oblong tube end will leak.