

# SET UP OPERATION AND MAINTENANCE MANUAL

## LIVING WATERS BAPTISMAL LLC

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Failure to properly Set Up, Operate, and Maintain baptismal, as outlined in this Manual, could result in personal injury, damage to baptismal, and void warranty.

# **WARNING!**

#### DO NOT OPERATE BAPTISMAL DRY!

Operating the baptismal without water will permanently damage the pump and underwater light, and void warranty.

#### DO NOT OPERATE BAPTISMAL WITH LID!

Operating the baptismal without removing lid could cause water damage to lid and water spill.

#### DO NOT MOVE BAPTISMAL WHILE FILLED!

Moving baptismal when filled with water could cause splash, and damage to casters.

#### **READ ENTIRE MANUAL BEFORE OPERATING!**

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### **SET UP**

- 1 Position baptismal at desired location with access door facing away from congregation.
- **2** Rotate all four casters so that the leveling thumbwheels face outward.
- **3** Rotate caster thumbwheels to the right to lower the leveling pads until they just touch the floor.
- 4 Remove level from access door and place on white basin with level's ends aligned directly above two casters on opposite sides of baptismal.
- 5 Slowly adjust only those two casters up or down as required until the bubble in the level is centered between the lines.
- **6** Rotate level 90 degrees, positioning it above the other two casters, and repeat step 5 above until level.
- **7** Recheck level in both positions and adjust as necessary.
- **8** Verify the drain valve inside the base of the baptismal is in the CLOSED position (blue handle aligned horizontal and parallel to floor and not vertically in-line with hose outlet).
- **9** After baptismal is level and stable, add between four and five gallons of CLEAN water to the baptismal by slowly pouring it into the white basin. Check drain hose again.
- **10** Verify power button is OUT, and not pushed IN.
- 11 Run power cord to outlet and plug in. Red light on plug should come on. If not, push reset button on the plug.
- **12** Remove lid, and push IN button to power on baptismal.
- **13** Pump should begin to circulate water, and water should overflow from white basin.

Set up is complete.

## **DRAINING**

- 1 Turn off baptismal if operating.
- **2** Unplug baptismal power cord from outlet. Cord can be pulled through hole in bottom, coiled up, and stored inside cabinet.
- **3** Place drain hose located inside cabinet into a five gallon bucket or equivalent sized container.
- 4 Open drain valve, turning blue handle so it is aligned vertically and in-line with hose outlet.
- **5** When water stops flowing, close drain valve and drain any water remaining in hose.

<u>Note</u>: It is normal for a small amount of water to remain in black reservoir below white basin. This water will slowly evaporate in a few days (especially if lid is left off), or you can lower a towel through opening around white basin to soak up and remove remaining water.

## **CLEANING & SANITIZING**

- 1 While baptismal is filled with water and operating, pour into white basin one cup of household chlorine bleach.
- **2** Allow baptismal to continue to operate about 15 minutes to insure the entire system is completely sanitized.
- **3** After baptismal has been sanitized it should be drained, and the old water discarded. (See "Draining" above.)
- 4 If small debris falls into the water, it can most easily be removed using an aquarium dip net.
- 5 DO NOT USE soaps or detergents to clean baptismal, but only household chlorine bleach diluted with water and a clean lint free cloth to wipe clean the basin.

## CHANGING WATER EFFECTS

Baptismal has two water effects. Changing steps as follows:

**GUSHING SPRING:** (Clear boiling water effect.)

- 1 Remove water diverter (clear or solid) from the water inlet in the center of the white basin.
- 2 Remove the brass diverter mounting shaft by unscrewing it counter-clockwise. You will need pliers to do this.
- **3** Store the removed diverter and diverter mounting shaft on inside of access door frame. (Diverters screw on, and shaft slides into hole.)

<u>CAUTION</u>: Operating the baptismal without a diverter, but with the diverter mounting shaft not removed, can cause oscillating water flow, which can cause splash.

#### **CRYSTAL POOL:** (Smooth surface water effect.)

- 1 Remove brass diverter shaft from hole in access door frame and screw clockwise into water inlet in white basin.
- 2 Remove clear or solid diverter from access door frame and screw clockwise onto the end of the diverter shaft. Hand tighten only.
- 3 Diverters can operate in two positions, which can be changed by pushing down on the diverter and releasing. The solid diverter works best in the "high" position, and the clear diverter works best in the "low" position, but you can use either in either "high" or "low" positions as you like best.

<u>Note</u>: The solid diverter will block most of the light from entering the basin. Use clear diverter if light is desired, and solid diverter if you want to block the light.

## **REMOVAL OF BASIN**

White basin can be removed if necessary to either retrieve an item that has been accidentally dropped into the lower water reservoir or to clean the lower water reservoir.

#### To remove basin:

- 1 Using both hands on opposite sides of the white basin, slowly turn basin counter-clockwise to unscrew basin from main body of baptismal.
- Support weight as you unscrew, and when it comes loose, carefully remove and place in a safe place, being careful not to damage the metal screw threads.
- **3** The white plastic support collar below the basin can also be removed if needed by simply lifting it out.
- 4 Retrieve item or clean basin as desired. DO NOT USE soap or detergent, but only household chlorine bleach diluted with water and a clean lint-free cloth.

#### To reinstall basin:

- 1 Place white plastic collar back where removed, making sure that notch for pump suction strainer is down and aligned with strainer.
- 2 Again, using both hands and keeping it level, carefully screw basin back into baptismal base by turning it clockwise. Tighten only until snug and DO NOT OVER TIGHTEN.

<u>CAUTION</u>: Make sure basin is "level" when screwing back onto base. It is very easy to cross-thread into the "plastic" threads of the baptismal base.

## **TROUBLESHOOTING**

## Baptismal will not come on.

Make sure it is plugged into outlet and red light is lit on the plug. If red light is not lit, push the reset button on plug. Also make sure there is power to the outlet you are plugged in to. If power is "on" (red light on plug is on), and baptismal still will not operate, check to see that 12 volt control power cord is plugged in which is labeled and located on inside of cabinet.

# Water is not flowing equally from all sides of basin.

Make sure top of basin is level. See "Set Up" procedure.

## Baptismal is making a gurgling noise.

Water level may be "too low" and pump may be sucking air. Add about a half-gallon of water to see if this stops the noise. Baptismal will operate normally with a "minimum" of 4 gallons and a "maximum" of 5 gallons of water. Do not overfil!

## Baptismal is splashing water.

Make sure baptismal has not been overfilled. If you are operating baptismal with "Gushing Spring" water effect, make sure the diverter mounting shaft has been removed from the water inlet. Leaving it in when diverter is removed can cause oscillating water flow and splash.

## Water is leaking from drain hose.

Make sure drain valve is completely closed with blue handle parallel to floor and not aligned vertically with drain outlet.

## **Problems and Questions:**

Contact Living Waters Baptismal LLC with any problems and questions, and provide as much detail as possible. We will answer you as quickly as possible to resolve your issue. Please email: pastor.harold.dailey@gmail.com.