

# Alexia

## *Espresso Machine*

by



Made In Italy



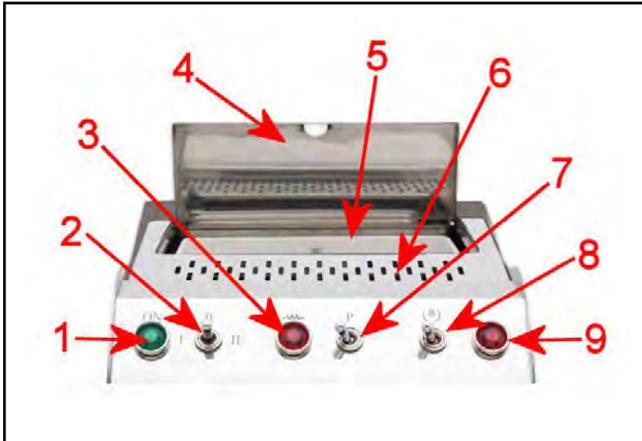
*Owner's Manual*



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## Diagrams



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## Introduction

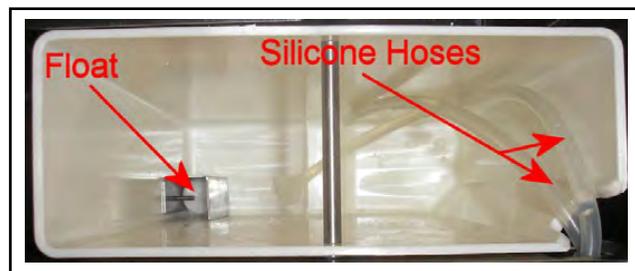
First of all, thank you for your business! You are going to love your new Alexia espresso machine. It combines classic beauty, value, and great performance for making the best espressos, cappuccinos, and lattes you've ever tasted! These instructions include tips that will help bring out the Barista that's hidden within! Enjoy your new machine!

## First Time Set Up

- Before using your machine, test your water for hardness using the provided test strips. Fill a glass with cold tap water; dip the tip of the test strip into the water for one second, then pull the strip out of the water and hold it horizontally for fifteen seconds. After fifteen seconds, compare the color of the strip to the chart on the side of the package to determine how many grains of hardness is in your tap water. Three grains or less of hardness is acceptable to be used in the machine.

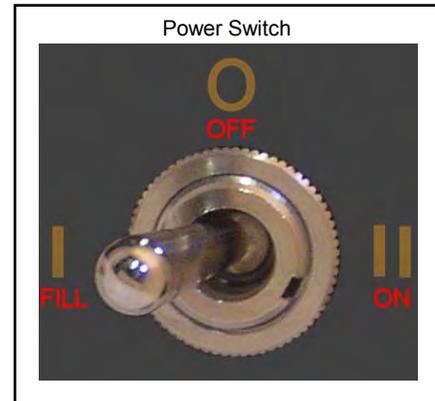
**Note:** Should your water's hardness level exceed three grains, then it is strongly recommended that an in tank softener be used or a different source of water that has been tested for hardness. Some bottled water can be extremely hard and should always be tested before using. Using a Brita or PUR style pitcher or faucet filter does NOT remove any hardness from the water and should only be used in the machine if your water source is under 3 grains of hardness. Using hard water in the machine will affect its performance and may cause damage to the machine which is not covered under warranty.

- Open the hinged reservoir door on the top of the machine and remove the water reservoir. Rinse the water reservoir out and fill with cold softened water and then install it back into the machine being careful not to spill any water inside the machine.
- Be sure that both silicone lines are sitting in the bottom of the reservoir like shown. There is a notch on the right side of the reservoir for the lines to sit in and the float should be on the left side of the machine.
- Make sure the silicone lines are not pushing the float down or the heater will not function.



## First Time Set Up, Continued

- Before plugging the machine in, verify the steam knob is closed and the brew lever is in the down position. Also make sure the power switch is in the center off “O” position and the drip tray is in place.
- Plug the machine into the outlet\* and then turn the power switch to the fill “I”\*\* position.
- Raise the brew lever for at least 30 seconds until water comes out of the group head and then lower the brew lever.
- After filling the boiler insert the portafilter into the group head so it heats up with the machine.



- Turn the power switch to the on “II” position which will activate the heater.
- The heating indicator light will illuminate and the machine will start heating up. You will hear some gurgling noises as it heats up which is normal.
- The machine should reach temperature in approximately 15 minutes, but to make delicious espresso with thick rich crema it is necessary to allow the machine to be heated for 30-45 minutes with the portafilter kept in the grouphead.

\* The electrical outlet must be a 3 prong 120V grounded outlet. No adaptors or extension cords should be used. A timer may be used to turn the machine on and off, but it must be a 3 prong grounded timer rated for 15 amps. A GFCI outlet is recommended but is not necessary.

\*\* The fill position on the power switch only needs to be used on the first time setup or if the boiler has been emptied. The fill switch position allows the boiler to fill without the heater being activated to protect it during the fill process. Once the boiler has been filled the machine can be turned on normally to the on “II” position.

## Before Each Use

- Verify the steam knob is closed and your brew lever is pointing straight down.
- Fill the reservoir with cold softened water.
- Place whichever portafilter you intend to use into the group head and then turn the power switch to the on “II” position.
- Let the machine warm up for 30-45 minutes for optimal performance.

## Normal Operation

### Gauge

- The gauge is for your pump (brew) pressure. When sitting idle the gauge is reading trapped pressure and may vary. To get an accurate pump pressure reading install the backflush disc in the portafilter and lock it into the grouphead and raise the brew lever. After a few seconds the pressure should rise to about 9-10 bar. When you make espresso the pressure will be slightly less which is normal. This can be helpful in setting your grind. If your pressure is 9-10 bar with the backflush disc, but when you make espresso it is less than 8 bar then you need to go finer with your grind which will create more resistance to raise the pressure. Should you need to adjust the pump pressure please refer to the maintenance section of the owner's manual.

### Lights

- On the front of the machine there are 3 indicator lights. The green power light on the left will illuminate when the machine is in either the "I" FILL mode or "II" ON mode.
- In the center of the machine is the red heating light. The light will illuminate every time the heater comes on and will cycle on and off to maintain temperature.
- On the right side of the machine is the red steam mode indicator light. This light will stay illuminated whenever the steam mode switch is activated.

### Switches

- There are 3 switches on the front of the machine. On the left is a 3 position power switch. The "I" position is for filling the boiler. This enables the pump to work, but keeps the heater off to protect it during filling. This position is only for the first time set up or if the boiler has been drained. The "O" position is off and the "II" position is the "ON" mode for normal operation.
- The center toggle switch is to activate the pump if you want to use the steam wand to get hot water for tea or Americano's. **NOT TO BE USED IN STEAM MODE.**
- The switch on the right is to activate steam mode. This allows the machine to heat to a higher temperature to generate steam for steaming milk. When in steam mode the water in the boiler will expand so it may be necessary to open and close the steam knob a few times to get rid of the excess water before steaming milk.

## Normal Operation, Continued

### Pump

- The machine is equipped with a 52W vibratory pump. Vibratory pumps can be loud by nature and their tone may change during the course of a shot which is normal.
- The pump (brew) pressure is regulated by the expansion valve. To learn how to set the pump pressure please refer to the maintenance section of the owner's manual.
- The pump is equipped with a klixon thermal fuse. Should the pump run for an extended period of time the klixon will kill power to the pump until it has cooled off.

### Water Reservoir

- The water reservoir can be accessed by opening the hinged reservoir door on the top of the machine. It is recommended that the reservoir be removed prior to filling to prevent the spilling of water inside the machine which can cause damage to sensitive electrical components. Should water accidentally get spilled inside the machine then immediately turn the power switch to the off position and unplug the machine from the electrical outlet. Do not plug the machine back in until it has had at least 1 full day to dry out. If it does not operate after that time then unplug the machine and refer to the troubleshooting section of the owner's manual.
- The reservoir must be installed properly for the machine to function. The float inside the reservoir must be on the left side of the machine. Also be sure the reservoir is seated as far down as possible and the silicone hoses are not pushing the float down or the heater will not function.
- The machine is equipped with a float in the water reservoir to detect the water level. When the water level gets low the heating light will go out and the heater and pump will no longer function until the reservoir has been refilled with water.
- The reservoir should be cleaned at least once a week with mild dish detergent and rinsed thoroughly before use. **DO NOT PUT IN DISHWASHER!!!**

## **Water Reservoir**

- Depending on your water quality it may be necessary to periodically sanitize the reservoir or if you are using hard water and have a mineral build up inside. White vinegar can be used to sanitize and will also remove the mineral deposits that can accumulate. Fill the reservoir with white vinegar and then let it sit for an hour and then rinse and clean the reservoir thoroughly. If the reservoir still has a vinegar taste or odor you can mix some baking soda and water in the reservoir to remove the taste and odor and then clean it normally.



## **Brewing Espresso**

First let me begin by explaining the three main variables of preparing great espresso.

1. Quantity of ground coffee
2. Tamping
3. The grind

**Quantity of ground coffee** - Loosely fill the basket slightly mounding over the top. Then lightly run your finger arched across the basket from left to right, right to left, front to back, and then lay your finger flat on the basket and go from back to front to remove any excess coffee. This technique helps fill any voids in the basket to help achieve an even extraction.

**Tamping** - After filling the basket with coffee then use your tamper to apply 30lbs of pressure evenly on the coffee bed. Then without applying any pressure lightly twist the tamper on the bed of coffee to “polish” the loose grounds on top. Then lock the portafilter firmly into the group head and then raise the brew lever to start the extraction. When it has reached the desired level, lower the brew lever to stop the shot. It is very important to tamp consistently with the same pressure each time or your shot quality and timing will vary.

## Brewing Espresso

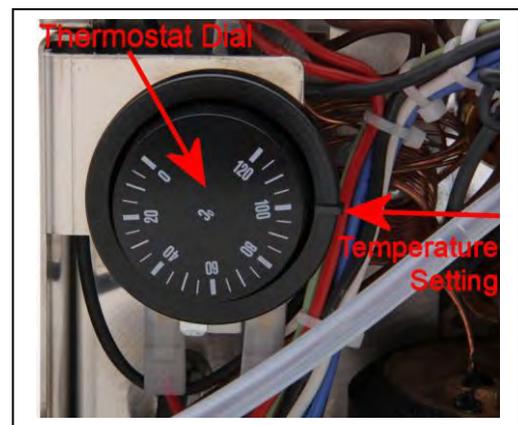
**The grind** - Adjust your grind so that when you activate the pump, the flow of coffee coming out of the portafilter spout looks like the tapered tail of a mouse. It should take approximately 25 seconds for a 2 oz. double shot. If it is coming out quicker then the grind needs to be adjusted finer, if it is coming out slower or not at all then the grind should be adjusted coarser. The grind particle size should look in between powder and salt. Not as fine as powder, but not as coarse as salt. Getting the right grind is crucial to making delicious espresso with thick rich crema.

**Consistency** - The quantity of ground coffee and tamping pressure should always be the same. Using more or less coffee or tamping lighter or harder will greatly affect the outcome and timing of the shot. If the shots are not coming out properly then the only variable that should be changed is the grind.

**Cleaning Tip:** Get into the habit of disposing of the spent grounds immediately after brewing espresso. After disposing of the grounds, return the portafilter to the group head and raise the brew lever for a few seconds to rinse away excess oils and loose grounds. By regularly following this procedure, you will greatly reduce the tar-like buildup on the shower screen that occurs if you allow coffee oils to dry and bake on the hot group. A cleaning brush has also been included to clean the group screen and gasket.

## Setting Coffee Brew Temperature

- The Alexia is equipped with an adjustable dial thermostat for the coffee brew temperature.
- To adjust the temperature, unplug the machine from the outlet and remove the outer shell.
- The thermostat dial is shown to the right. There is a black plastic notch on the right side of the thermostat to indicate the current temperature.



- Turn the thermostat dial to the desired temperature setting and then install the outer shell before plugging the machine back in.
- Each line on the thermostat dial represents 5° Celsius. The recommended brew range is between 90-96° Celsius. You need to set the dial approximately 10° higher than your desired brew temperature due to the loss of temperature between the boiler and group.

## Setting Coffee Brew Temperature With PID Models

- The Alexia can be ordered with an optional PID controller. The PID controller provides much better temperature control and the temperature can be easily changed without having to open the machine up.
- To change the temperature press the up or down arrow keys until the desired temperature is displayed in green.
- The PID controller automatically compensates for the loss of temperature between the boiler and the group head so you may set the temperature to your desired brew temperature.
- The recommended brew range is 195°- 205° Fahrenheit or 90°- 96° Celsius.



## Steaming Milk - Basics

First, let's talk about some of the things you need to learn in order to become „barista-like“ in your techniques.

**Milk** – Whole milk works best to steam, both in technique and in flavor! Lower fat milks contain mostly water which will not foam well and will be almost tasteless when steamed. After all your hard work you will be left with a less than desirable tasting beverage.

**Temperature** – Your whole milk needs to be as cold as possible to ensure the creamiest, sweetest, and best tasting micro-foam. Once the milk has reached a temperature between 150-160 degrees, you must stop the process. The longer amount of time you have with the cold milk gives you that extra time to continue making the milk creamy and sweet tasting. Milk heated above 160 degrees will be burnt and taste terrible.

**Frothing Pitcher** – Keeping your pitcher in the freezer is another tip which helps keep the milk its“ coldest. The size of your pitcher is relative to the size and number of drinks you will be preparing at the time. Our recommendation on pitcher choices would be our own **“Pro Barista Steaming Pitcher”** which has become the pitcher of choice of the renowned baristas who helped train Chris“ Coffee Service in this frothing technique. These baristas felt the Pro Barista Steaming Pitcher promoted a user friendly rolling of the milk which made it simple to create thick rich micro-foam for pouring Latte Art.

## Steaming Milk – Basics

**Amount of Milk** – Too little milk in your frothing pitcher will cause splashing when you turn on the steam arm; too much milk will cause overflow and make a huge mess. The pitcher must be filled between 1/3 to 1/2 full to have the maximum capacity for properly steaming milk. If your pitcher has a spout, fill it to half an inch below where the spout starts.

**Stretching the milk** – Refers to the initial heating of the milk and the forceful introduction of air. Stretching continues until the milk reaches an approximate temperature of 100 degrees or “body temperature”

**Texturizing the milk** – Refers to the next phase of frothing whereby the steam wand is submerged in the milk and the pressure continues to roll the milk. This process breaks down the large air bubbles into tiny air bubbles which then creates the smooth and creamy texture that is most desirable.

## Steaming Milk – Technique

- As you face your espresso machine, point the steam arm over your drip tray and open up the steam valve in order to purge out any unwanted water that may have collected inside the wand due to condensation – you do not want that added to your delicious beverage!
- Next, position the steam arm so it is facing directly towards you and slightly angle it 45 degrees from the base. Holding your half-filled steam pitcher with the handle facing you, submerge the tip of the steam wand approximately an inch below the surface of the cold milk. Your pitcher bottom should be parallel with the countertop. The steam arm should gently rest in the spout of the steam pitcher. Now slightly tilt the pitcher left, keeping the arm away from the side of the pitcher. Open the steam valve completely and position the pitcher so the tip is just below the surface of the milk. This action creates the „**stretching**“ of the milk – in other words, adding air to the milk. When done properly, the sound you hear at this point resembles „sucking“. You continue this until the milk reaches an approximate temperature of 100 degrees or “body temperature”.
- After your milk has reached this „body temperature“, submerge the tip of the steam arm approximately one inch below the surface of the milk to get the milk spinning. This process continues to roll the milk over itself again and again – breaking the large air bubbles into tiny air bubbles – resulting in a new creamy and sweeter **texture** of the milk. When your milk has reached approximately 155 degrees or the bottom of the pitcher becomes too hot to hold then turn the steam valve off.

## Steaming Milk – Technique

- Using a steaming thermometer is helpful when you are learning to steam milk. As you gain more experience and become more comfortable with the process you will be able to steam milk without the help of a thermometer. If you notice in the procedure above we mention temperatures and we also mention “body temperature” and the pitcher being “too hot to hold” We mention this because body temperature is 98.6 which is real close to 100 degrees and when the pitcher becomes too hot to hold the milk will be around 150 degrees. This makes it very easy to steam milk without a thermometer. You will “**stretch**” the milk until the pitcher becomes body temperature and then you start the “**texturizing**” of the milk until the pitcher becomes too hot to hold on the bottom and then you’re all done.

**Important:** When you are done steaming milk the steam mode switch should be turned off and then raise the brew lever until you have water coming out of the group head to refill the boiler. This is important to protect the heating element from getting exposed from a low water level in the boiler.

### **Helpful Tips and Information**

- When turning the steam valve off, always keep the tip under the surface of the milk for approximately 3 seconds. If you pull it out too soon, you will destroy the nice velvety micro-foam.
- After removing the steam wand from the milk, position it over the drip tray and then open the steam valve for 1-2 seconds to clean out any trapped milk inside the tip and then wipe it down with a damp cloth immediately or the milk will dry out on the steam wand and will be difficult to clean.
- While texturizing the milk, if you lower the tip too far into the milk you create turbulence rather than rolling. Turbulence will not make micro-foam.
- If there are a few bubbles in the milk after you have finished, wait 5-10 seconds to allow all the remaining bubbles to surface, then simply tap the edge of the pitcher on the counter and swirl the milk slightly and they will disappear.
- Be sure to keep your steamed milk moving/swirling until you are ready to pour since milk has a natural tendency to separate.

## Hot Water Wand Operation

- To use the steam wand for hot water for tea or Americano's the machine must be in coffee mode.
- Position the container under the steam wand and open the steam knob and then activate the pump switch. When the water has reached the desired level then turn off the pump switch and close the steam knob.

**Warning: The water from the steam wand comes out under pressure, using too shallow of a container can cause the hot water to splash out and burn the user so extreme caution is advised.**

## Maintenance

**Backflushing** is a vital maintenance procedure you must follow to help keep your machine running flawlessly for years to come. There are two types of backflushing; one with plain water, and the other with espresso machine cleaner.

**Plain water backflushing** should be done at least once a week, however if you are so inclined, feel free to backflush with plain water as often as you like. It won't harm the machine and keeps the shower screen clean.

To backflush, you use the portafilter's backflush disc. To remove your single or double portafilter basket, use the blank portafilter insert. Turn it upside down and use its edge to pry the basket out of one of your portafilters. (If you always make double espressos, you may choose to keep the blank portafilter insert in your other portafilter so you always have one ready.) Next, place the blank insert into the portafilter and slap it hard with the palm of your hand to secure it into the portafilter.

To perform a plain water backflush, place the portafilter into the group head. Then raise the brew lever all the way up for 15 seconds, and then lower it. Water will forcefully discharge out of the bottom of the group into the drip tray; this is normal. Repeat three to five times.

**Backflushing with espresso machine cleaner** is the same procedure as above with a few minor differences. The first difference is backflushing with espresso machine cleaner only needs to be done approximately once a month or every 35-50 espressos. I don't recommend backflushing with cleaner more often than once every three weeks since overuse will remove oils that lubricate the brew lever and valves.

To begin, place 1/4 of a teaspoon of espresso machine cleaner into the backflush disc in the portafilter and then lock the portafilter into the grouphead. Now follow the same procedure as above until the cleaner is dissolved and the water runs clear (about 5-10 flushes). Remove the portafilter from the group and rinse thoroughly. Then take a damp cloth and wipe the underside of the group. After you have finished this procedure, I recommend you pull a shot of espresso and dispose of it to cure the group. You're finished and ready for another month of espresso.

## Maintenance – Continued

### **Setting Pump (Brew) Pressure**

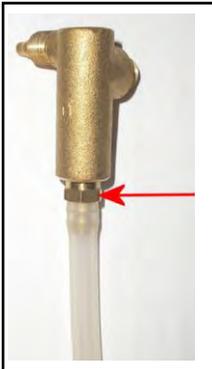
- To set the pump pressure, install the backflush disc into your portafilter and then lock it into the group head.
- Remove the top cup warming tray to expose the expansion valve adjustment screw shown on the picture to the right.



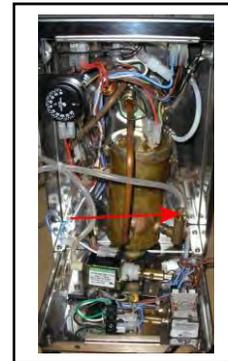
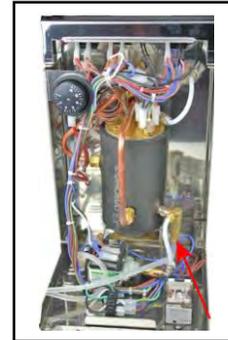
- Raise the brew lever and then wait a few seconds for the pressure to rise. After the pressure has risen, use a flat blade screwdriver to turn the expansion valve adjustment screw. Turning clockwise will increase the pressure, counter clockwise to decrease the pressure.
- The recommended setting with the backflush disc is 9.5 - 10bar. When you make espresso the pressure will be slightly less. If the machine puts out 9.5 - 10 bar of pressure with the backflush disc, but then when you make coffee the pressure is less than 8 bar then the machine is fine, it's the grind that needs to be adjusted finer.

### Setting Pump Pressure On Older Models

- The older machines have a different style expansion valve which requires removing the outer shell. The old style expansion valve will be located on the bottom of the boiler and may be positioned facing up or down as shown to the right. The adjustment nut is the one that is attached to the soft silicone hose and is shown in the picture to the lower left.



- To set the pump pressure turn the adjustment nut shown in the picture to the left.
- Turning clockwise will increase the pressure, counter clockwise to decrease.
- Be sure the attached silicone line does not get twisted or this can cause the pressure to rise.



### Group Gasket And Shower Screen Replacement

- The group gasket is a black rubber gasket that makes the seal between the portafilter and the group head. We recommend replacing the gasket on a yearly basis which will make the replacement procedure much easier. The Alexia uses an E61 8.5mm gasket. They can be purchased from our website at the link below.  
<http://www.chriscoffee.com/products/home/e61groupparts/e61groupgasket>
- Replacing the group gasket requires the removal of the shower screen as well so we also recommend replacing the shower screen at the same time. The E61 shower screen can be purchased from our website at the link below.  
<http://www.chriscoffee.com/products/home/e61groupparts/faemae61groupscreen>
- If water is leaking around the portafilter while brewing then the group gasket should be replaced.
- Before replacing the group gasket and shower screen the machine should be turned off and cooled down so that the grouphead is cool to the touch.

## Group Gasket and Screen Removal

- There are two ways to remove the group gasket and shower screen depending on how old they are. If you replace the group gasket yearly then the first method shown is recommended. If the gasket is older and dried out then the second method shown will be necessary.

- Method 1

In the picture to the right shows an indent that goes around the perimeter of the screen.

Insert either a flat blade screwdriver or a spoon into the indent and then carefully pry the gasket and screen down. You may have to do this on a few spots to remove them.



- Method 2

If the gasket and screen will not come out using the previous method then you will need a scratch awl or ice pick to remove them.

Using the scratch awl or ice pick, deeply pierce the gasket and then pry it down. If the gasket is old and dried out then it will be more difficult to remove and will come out in pieces. Repeat until all remnants of the old gasket are removed.



### Cleaning The Group

- Before installing the new gasket and screen it is very important to clean the group head. Make up a solution of hot water and backflushing cleanser. Using the provided cleaning brush and cleanser, clean the group head and be sure the groove that the gasket sits in is completely free of any residual gasket material and coffee grounds or the new gasket will not seat properly.

### Group Gasket And Screen Installation

- Step 1

With the writing or beveled side of the gasket facing up insert the screen into the gasket as shown to the right. It is also recommended to use a little bit of food grade lubricant around the perimeter of the gasket to make installation easier.



- Step 2

Remove the insert basket from one of your portafilters and then insert the screen and gasket into the portafilter as shown to the right.



## Group Gasket And Screen Installation

- Step 3

With the gasket and screen in the portafilter, press the portafilter into the group head as shown. Apply equal upward pressure on the portafilter so the gasket goes in evenly. Once the gasket is up far enough then lock the portafilter into the group head and turn as far right as possible. Then remove the portafilter and re-install the insert basket and then work the gasket up further into the grouphead using the portafilter with the basket installed. If you are having trouble then remove the portafilter and press the screen up further by hand and then try using the portafilter again.



Maintenance Tip: Replacing the gasket on a yearly basis will make the replacement procedure much easier. There are also benefits to having a new gasket. It will provide a better seal for a better espresso extraction and it also enables you to be able to remove the shower screen without ruining the gasket to provide for better cleaning which will result in better tasting shots.

## Descaling

- Descaling is the process of running a descaling agent such as citric acid through the machine to remove the accumulation of mineral deposits.
- If you are using softened water then it should not be necessary to descale the machine.
- Often times descaling can cause more problems than it solves. It can react to the minerals and foam over ruining electrical components. If the solution is too strong it can cause the chrome plating inside the group to flake off and get in the coffee or if it's too weak it can dislodge minerals and cause a blockage. For liability reasons we strongly discourage descaling and will not provide any instructions on the process.

## Troubleshooting

### No Steam From Steam Wand

- Make sure the machine has been turned on for at least 15 minutes with the power switch in the “II” heating position and the steam switch in the on position.
- Check the steam tip for a blockage. Clean steam tip holes with a paper clip.
- Check the steam wand for a blockage by unscrewing the steam tip from the wand. Check the inside of the steam tip for dried up milk and then also check the wand for dried up milk inside.
- Refer to the “Not Heating” section of the troubleshooting manual.

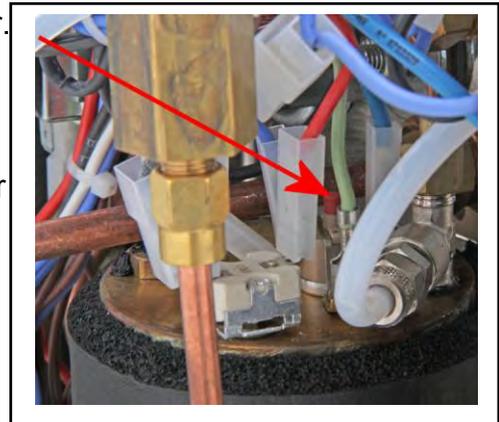
### No Water From Hot Water Wand

- Make sure the machine has been turned on for at least 15 minutes with the power switch in the “II” heating position and the steam switch in the on position. The pump switch also must be on for hot water.
- Check the steam tip for a blockage. Clean steam tip holes with a paper clip.
- Check the steam wand for a blockage by unscrewing the steam tip from the wand. Check the inside of the steam tip for dried up milk and then also check the wand for dried up milk inside.
- Refer to the “Not Heating” section of the troubleshooting manual.

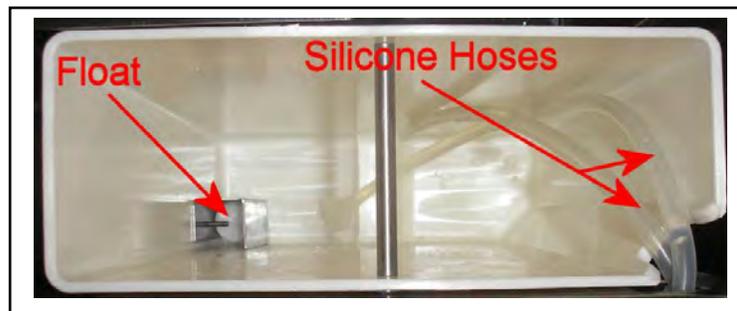
## Troubleshooting – Continued

### Not Heating

- Verify the machine is plugged into the outlet and the outlet has power. Verify the power switch is in the “II” heating position.
- Check the resettable hi-limit switch on the boiler. Unplug the machine from the outlet and remove the outer body panels. Locate the resettable hi-limit switch on top of the boiler shown in the picture to the upper right. Press the small center button down firmly to reset. Re-install the outer body panels and then plug the machine back in and turn the power switch to the “II” heating position. Wait 15 minutes for the machine to heat up.



- Make sure the water reservoir is filled with water and is fully seated as far down into the machine as it can go.
- Make sure the white float is on the left side of the reservoir as shown below.
- Make sure the silicone water lines are not pushing the float down.



## **Troubleshooting – Continued**

### **Espresso Coming Out Too Slow Or Not At All**

- Install the backflush disc into your portafilter and then lock it into the group head. Raise the brew lever to check the pump pressure. Recommended setting with the backflush disc is 9.5-10 bar. Adjust the pump pressure if necessary. Please refer to the maintenance section of the owner's manual for instructions.
- If pump pressure is good then try adjusting the grind coarser.
- Make sure the longer silicone water line in the reservoir is at the bottom of the reservoir below the water level.
- Make sure the screen on the end of the silicone water line in the reservoir is not clogged with debris.
- Be sure the insert basket is not over filled with coffee and you are tamping with no more than 30lbs of pressure.

### **Espresso Coming Out Too Fast**

- Install the backflush disc into your portafilter and then lock it into the group head. Raise the brew lever to check the pump pressure. Recommended setting with the backflush disc is 9.5-10 bar. Adjust the pump pressure if necessary. Please refer to the maintenance section of the owner's manual for instructions.
- If pump pressure is good then try adjusting grind finer.
- Be sure the insert basket is filled with the proper amount of coffee and you are tamping with 30lbs of pressure.

## Warranty

The Alexia comes with a 1 year warranty starting from the original date of purchase to protect against defects in materials or workmanship. The warranty is void if the product has been damaged by abuse, neglect, or modification. For more detailed information about the warranty please visit our website at the following link: <http://www.chriscoffee.com/policy>

## We Are Here To Help

Enjoy your new espresso machine and remember, should you have any questions, either visit our FAQ section at the bottom of our web site or contact my staff or me by phone at 518-452-5995 or by email at [service@chriscoffee.com](mailto:service@chriscoffee.com)

**Please remember:** Save the shipping carton and all the packing material that came with your machine. This is very important should you need to return your machine to us. If you do need to send your machine back for any reason, you must first call our service department and obtain a Return Authorization number prior to shipping. Be sure to insure your machine and pack it securely. We can't be responsible for any damage that might occur while in transit to us. Properly packing your machine with the original carton and packing material minimizes this possibility. Should it be necessary for you to file a damage claim with the shipper, we will of course be happy to assist you with the required forms.

Thank you again for your business,

*Chris*