

Eastern Tabletop 3113

Eastern Tabletop 3113 Stainless Steel Park Avenue 3-Gallon Coffee Urn

Instruction Manual

INTRODUCTION

Thank you for choosing the Eastern Tabletop 3113 Stainless Steel Park Avenue 3-Gallon Coffee Urn. This manual provides essential information for the safe and efficient operation, maintenance, and care of your coffee urn. Please read these instructions thoroughly before initial use and retain them for future reference.

This coffee urn is designed for serving hot beverages, particularly coffee, in commercial or event settings. Its 18/10 stainless steel construction ensures durability and ease of cleaning.

SAFETY INFORMATION

Always observe the following safety precautions to prevent injury or damage to the product:

- **Hot Surfaces:** The urn will contain hot liquids. Exercise extreme caution when handling to avoid burns.
- **Stability:** Always place the urn on a stable, level, and heat-resistant surface.
- **Handling:** Use handles when moving the urn, especially when it contains hot liquid.
- **Cleaning:** Allow the urn to cool completely before cleaning.
- **Children:** Keep out of reach of children.
- **Intended Use:** Use only for its intended purpose of serving hot beverages. Do not use for cooking or heating other substances.

COMPONENTS OVERVIEW

Familiarize yourself with the main components of your coffee urn:

- **Urn Body:** The main container for the beverage. Constructed from 18/10 stainless steel.
- **Lid:** Covers the urn body to retain heat and prevent contamination.
- **Spigot:** Dispenses the beverage. Designed for easy flow.
- **Handles:** For safe transport of the urn.
- **Base/Stand:** Supports the urn and includes a safety space for a heat source (e.g., gel sterno).





Figure 1: Assembled Eastern Tabletop 3113 Coffee Urn. This image shows the complete coffee urn with its body, lid, spigot, and handles, ready for use.

SETUP INSTRUCTIONS

1. **Unpack:** Carefully remove all components from the packaging. Inspect for any damage.
2. **Initial Cleaning:** Before first use, wash all parts that will come into contact with beverages (urn body, lid, spigot) with warm, soapy water. Rinse thoroughly and dry completely.
3. **Assemble Spigot:** Ensure the spigot is securely attached and tightened to prevent leaks.
4. **Position Urn:** Place the urn body onto its base on a stable, level, and heat-resistant surface. The urn body is removable from its base.
5. **Heat Source (if applicable):** If using a gel sterno or other external heat source, place it securely in the designated safety space within the base. Ensure proper ventilation.

OPERATING INSTRUCTIONS

1. **Prepare Beverage:** Brew coffee or prepare your desired hot beverage separately.
2. **Fill Urn:** Carefully pour the hot beverage into the urn body. Do not overfill; leave adequate space at the top to prevent spills when moving or serving. The urn has a 3-gallon capacity.
3. **Secure Lid:** Place the lid securely on the urn body to maintain temperature.
4. **Maintain Temperature:** If using an external heat source, light it according to its instructions to keep the beverage warm. Monitor the heat source to ensure it functions correctly and safely.
5. **Serving:** To dispense, position a cup under the spigot and push the spigot lever down. Release the lever to stop the flow.

CLEANING AND MAINTENANCE

Regular cleaning and proper maintenance will extend the life of your coffee urn.

1. **Cool Down:** Allow the urn to cool completely before attempting to clean.
2. **Empty Contents:** Drain any remaining liquid through the spigot.
3. **Disassemble:** Remove the lid and, if possible, the spigot for thorough cleaning. The urn body is removable from its base for easier cleaning.
4. **Wash:** Wash all components with warm, soapy water. Use a soft brush or sponge to clean the interior and exterior. For stubborn stains, a non-abrasive stainless steel cleaner can be used.
5. **Rinse:** Rinse all parts thoroughly with clean water to remove all soap residue.
6. **Dry:** Dry all components completely with a soft cloth to prevent water spots and corrosion.

- 7. **Dishwasher Safe:** The urn is dishwasher safe. Ensure all removable parts are placed securely in the dishwasher.
- 8. **Storage:** Store the clean, dry urn in a cool, dry place.

TROUBLESHOOTING

Problem	Possible Cause	Solution
Liquid leaks from spigot.	Spigot not tightened properly or seal is damaged.	Ensure spigot is securely tightened. Check for damage to the spigot's internal seal and replace if necessary.
Beverage not staying hot.	Lid not sealed properly or inadequate heat source.	Ensure lid is securely placed. Verify the external heat source (e.g., gel sterno) is active and sufficient for the volume of liquid.
Slow dispensing from spigot.	Spigot clogged with sediment or debris.	Disassemble and thoroughly clean the spigot. Rinse with hot water to dislodge any blockages.
Water spots or discoloration on stainless steel.	Improper drying or mineral deposits from water.	Dry thoroughly after each wash. Use a stainless steel cleaner or a solution of vinegar and water to remove mineral deposits, then rinse and dry.

SPECIFICATIONS

- **Model:** 3113
- **Brand:** Eastern Tabletop
- **Material:** 18/10 Stainless Steel
- **Capacity:** 3 Gallons (approximately 50 cups)
- **Product Dimensions:** 9"L x 11"W x 23"H
- **Item Weight:** 17 Pounds
- **Color:** Stainless Steel
- **Dishwasher Safe:** Yes

WARRANTY AND SUPPORT

For warranty information or product support, please contact Eastern Tabletop directly. Keep your purchase receipt as proof of purchase.

Contact Information: Please refer to the manufacturer's official website or product packaging for the most current contact details for customer service and warranty claims.

ASK A QUESTION ABOUT THIS MANUAL

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question

and use this page's manual context to help answer it.

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Question

Example: How do I reset this device or fix this error?

Details

Model number, symptoms, what you tried, or the section of the manual you are using.

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