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Garvee 120 Cup Stainless Steel Coffee Urn

Garvee 120 Cup Stainless Steel Coffee Urn Instruction Manual

Model: 120 Cup Stainless Steel Coffee Urn

1. INTRODUCTION

Thank you for choosing the Garvee 120 Cup Stainless Steel Coffee Urn. This commercial-grade coffee maker is designed for large gatherings, offering a capacity of 18 liters (approximately 120 cups) and efficient brewing. Constructed from food-grade stainless steel, it ensures durability and easy maintenance. This manual provides essential information for the safe and effective operation of your coffee urn.



Image: The Garvee 120 Cup Stainless Steel Coffee Urn positioned on a table in a gathering environment, demonstrating its suitability for events.

2. IMPORTANT SAFETY INSTRUCTIONS

To reduce the risk of fire, electric shock, or injury, always follow these basic safety precautions:

- Read all instructions before using the appliance.
- Do not touch hot surfaces. Use handles or knobs.
- To protect against electrical hazards, do not immerse cord, plugs, or the appliance in water or other liquid.

- Close supervision is necessary when any appliance is used by or near children.
- Unplug from outlet when not in use and before cleaning. Allow to cool before putting on or taking off parts, and before cleaning the appliance.
- Do not operate any appliance with a damaged cord or plug, or after the appliance malfunctions or has been damaged in any manner.
- The use of accessory attachments not recommended by the appliance manufacturer may result in fire, electric shock, or injury to persons.
- Do not use outdoors.
- Do not let cord hang over edge of table or counter, or touch hot surfaces.
- Do not place on or near a hot gas or electric burner, or in a heated oven.
- Always attach plug to appliance first, then plug cord into the wall outlet. To disconnect, turn any control to “off,” then remove plug from wall outlet.
- Do not use appliance for other than intended use.
- Exercise extreme caution when dispensing hot liquids.

3. PRODUCT COMPONENTS

Familiarize yourself with the parts of your Garvee Coffee Urn:

- **Urn Body:** The main stainless steel container.
- **Lid:** Covers the urn, often with a handle for safe removal.
- **Brew Basket/Filter:** Holds coffee grounds; designed for use without paper filters.
- **Percolator Stem:** Directs hot water through the coffee grounds.
- **Spigot/Dispenser:** For serving brewed coffee.
- **Water Level Indicator:** Shows the amount of liquid inside.
- **On/Off Switch:** Controls power to the unit.
- **Indicator Lights:** Typically for 'Brewing' and 'Keep Warm' status.

Food Grade 304 Stainless Steel

No Paper Filter Needed



Image: A close-up view of the interior of the coffee urn, highlighting the food-grade 304 stainless steel construction and the integrated filter basket, indicating no paper filter is required.

4. SETUP

1. **Unpack:** Carefully remove all packaging materials and inspect the urn for any damage.
2. **Initial Cleaning:** Before first use, wash the urn body, lid, brew basket, and percolator stem with warm, soapy water. Rinse thoroughly and dry.
3. **Placement:** Place the coffee urn on a stable, flat, heat-resistant surface, away from walls or other appliances to allow for proper ventilation. Ensure the power cord can reach a grounded electrical outlet without being strained.

4. **Assemble:** Insert the percolator stem into the heating element at the bottom of the urn. Place the brew basket onto the percolator stem.

5. OPERATING INSTRUCTIONS

Brewing Coffee

1. **Add Water:** Fill the urn with cold, fresh water up to the desired level, indicated by the water level gauge. Do not overfill.
2. **Add Coffee Grounds:** Place the desired amount of coarse-ground coffee into the brew basket. Do not use fine-ground coffee as it may clog the filter. The urn is designed for use without paper filters.
3. **Secure Lid:** Place the lid securely on the urn.
4. **Plug In:** Plug the power cord into a grounded electrical outlet.
5. **Start Brewing:** Turn the On/Off switch to the 'On' position. The brewing indicator light will illuminate. The urn will begin heating water to approximately 100°C (212°F) and percolating it through the coffee grounds.



Image: An illustrative diagram depicting the internal heating process of the coffee urn, showing water being heated to 100°C and circulating upwards to brew coffee.

Brewing 120 cups (18 liters) typically takes approximately 60 minutes. Once brewing is complete, the brewing indicator light will turn off, and the 'Keep Warm' indicator light (if present) will illuminate, maintaining the coffee at an optimal serving temperature.

Dispensing Coffee

To dispense coffee, place a cup under the spigot and press the spigot lever. Release the lever to stop the flow. Exercise caution as the coffee is hot.

Makes Great Tasting Coffee

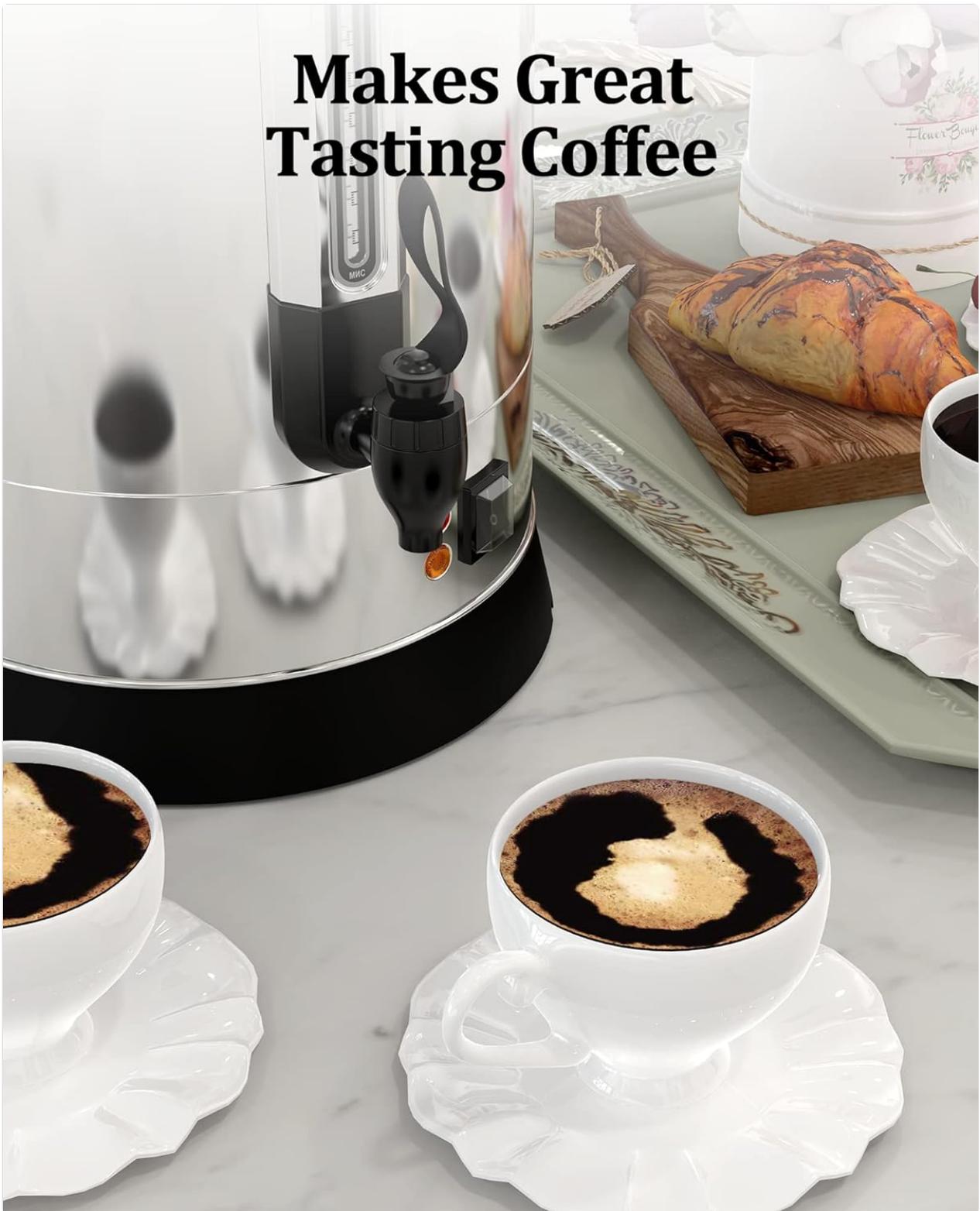


Image: A close-up of the Garvee coffee urn's spigot, with coffee being dispensed into a white cup, demonstrating the serving function.

6. CLEANING AND MAINTENANCE

Regular cleaning ensures optimal performance and extends the life of your coffee urn.

1. **Unplug and Cool:** Always unplug the urn from the power outlet and allow it to cool completely before cleaning.
2. **Empty Grounds:** Remove the lid, brew basket, and percolator stem. Discard used coffee grounds.
3. **Wash Components:** Wash the brew basket, percolator stem, and lid in warm, soapy water. Rinse

thoroughly and dry.

- Clean Urn Interior:** Wash the interior of the urn with warm, soapy water and a soft cloth or sponge. For stubborn stains, a non-abrasive cleaner can be used. Rinse thoroughly multiple times to remove all soap residue.
- Clean Urn Exterior:** Wipe the exterior with a damp cloth. Do not immerse the urn body in water.
- Descaling:** Over time, mineral deposits may build up. To descale, fill the urn with a solution of equal parts white vinegar and water. Turn on the urn and allow it to heat for 30 minutes (do not brew coffee). Turn off, unplug, and let it cool. Drain the solution and rinse the urn thoroughly several times with fresh water.
- Storage:** Ensure all parts are completely dry before reassembling and storing the urn in a clean, dry place.

7. TROUBLESHOOTING

Problem	Possible Cause	Solution
Coffee not brewing	Urn not plugged in; Power switch off; No water in urn.	Ensure power cord is securely plugged in; Turn power switch to 'On'; Add water to the urn.
Coffee not hot enough	Brewing cycle not complete; 'Keep Warm' function not active.	Allow full brewing cycle to complete; Ensure urn is still powered on for 'Keep Warm' function.
Slow coffee flow from spigot	Spigot clogged; Mineral buildup.	Clean the spigot thoroughly; Perform descaling procedure.
Coffee grounds in brewed coffee	Coffee grounds too fine; Brew basket not seated correctly.	Use coarse-ground coffee; Ensure brew basket is properly seated on the percolator stem.

8. SPECIFICATIONS

- Model:** 120 Cup Stainless Steel Coffee Urn
- Capacity:** 18 Liters (approximately 120 cups)
- Material:** Food Grade 304 Stainless Steel
- Dimensions (Approximate):** 11.4 inches (Depth) x 11.4 inches (Width) x 22.8 inches (Height)
- Brewing Time:** Approximately 60 minutes for full capacity
- Operation Mode:** Fully Automatic

Product Size



Image: A visual representation of the Garvee coffee urn with its key dimensions labeled: 11.4 inches in width/depth and 22.8 inches in height.

9. WARRANTY AND SUPPORT

For warranty information or technical support, please refer to the documentation included with your purchase or contact Garvee customer service. Keep your purchase receipt as proof of purchase.

