

# WMF 5000S+

## Operating & cleaning instructions



My Coffee Shop Pty Ltd  
ACN 102 850 037

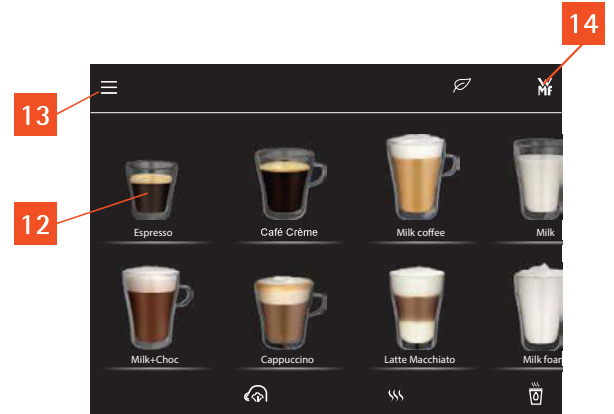
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Abbotsford VIC 3067  
ph: 03 9946 4160

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Pymont NSW 2009  
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# 5000S+



## BEVERAGE SELECTION DISPLAY

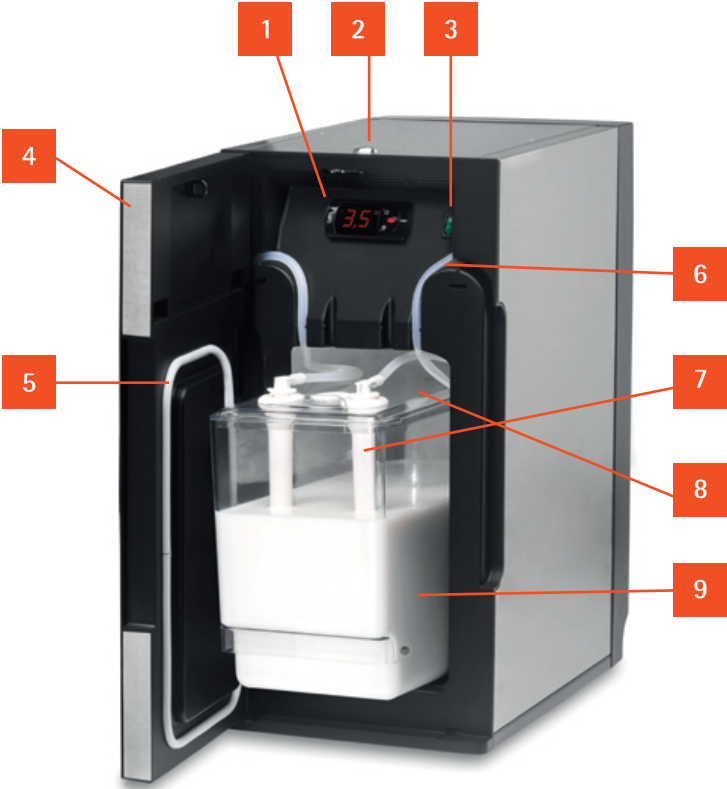


## KEY

- 1 COFFEE BEAN HOPPER (UP TO 2)
- 2 POWDER HOPPER (CHOCOLATE)
- 3 CLEANING TABLET INSERT
- 4 TOUCH DISPLAY FOR BEVERAGE BUTTONS AND SETTINGS
- 5 BEVERAGE DISPENSE SPOUT
- 6 GROUNDS CONTAINER / GROUNDS THROUGH
- 7 REMOVABLE DRIP TRAY WITH DRIP GRID

- 8 HOT WATER SPOUT
- 9 OPERATING PANEL
- 10 SIDE ILLUMINATION
- 11 ON / OFF SWITCH
- 12 BEVERAGE BUTTONS
- 13 MENU PAD
- 14 MESSAGES PAD

# 10L SIDE FRIDGE



INTERNAL  
VIEW



FRONT  
VIEW

## KEY

- |   |                 |   |                     |
|---|-----------------|---|---------------------|
| 1 | TEMPERATURE LCD | 8 | MILK CONTAINER LID  |
| 2 | DOOR LOCK       | 9 | MILK CONTAINER BASE |
| 3 | ON / OFF SWITCH |   |                     |
| 4 | DOOR            |   |                     |
| 5 | FRIDGE SEAL     |   |                     |
| 6 | MILK LINE       |   |                     |
| 7 | MILK LANCE      |   |                     |

## CLEANING TABLET CHECK SHEET

RINZA

MILK

ACTUAL  
SIZE

HOLD TABLET OVER  
SHAPE ABOVE TO  
CHECK



CAFIZA

COFFEE

ACTUAL  
SIZE

HOLD TABLET OVER  
SHAPE ABOVE TO  
CHECK





## SELF SERVICE EMERGENCY ALERT


**ATTENTION** IF RED LIGHTS ARE FLASHING  
PLEASE ATTEND MACHINE.

### TO RESOLVE DO THE FOLLOWING:

#### 1. INSTRUCTIONS DISPLAYED ON SCREEN OR.

Follow instructions displayed on coffee machines screen to clear the message

#### 2. DRINKS DISPLAYED ON SCREEN

If the lights are flashing red and the  Symbol is displayed in the top right part of the screen, above the drinks, then press this symbol, and follow instructions displayed on coffee machines screen to clear the message.



REMOVING GROUTS CONTAINER

### IMPORTANT PROCESS

#### REMOVAL OF GROUTS

1. Lift the dispense spout (foamer) to its highest position
2. Remove and empty the grouts container, wiping down the inside
3. Carefully replace the grouts container back into the machine
4. Confirm on the display that container has been emptied
5. Lower the dispense spout (foamer) to the cup position



SPOUT LOWERED BACK  
TO READY POSITION

## END OF DAY SYSTEM CLEAN



PERFORM THIS AT LEAST  
ONCE EVERY 24 HOURS



THIS CLEANING PROCEDURE  
TAKES APPROX. 15 MINUTES



CHECK CORRECT TABLET IS  
USED FOR EACH STAGE. USE  
ONLY URNEX TABLETS.

## STEP 1.

1.



2.



Access the home menu, and  
select the Care option.

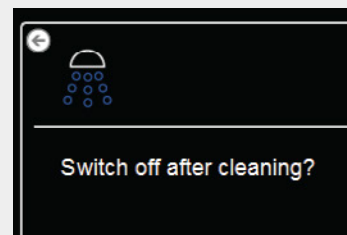
## STEP 2.

1.

System cleaning

Select Cleaning programs,  
then select System cleaning

## STEP 3.



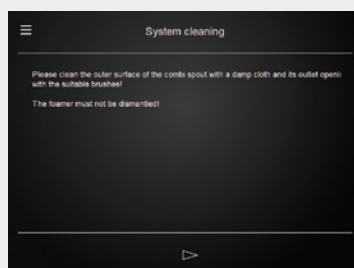
Confirm if machine needs to  
shutdown after cleaning

## STEP 4.



If you no beverages are to be  
made, directly after cleaning, then  
select NO. If operation is required  
then select YES.

## STEP 5.



Wipe the spout and drip tray  
with a clean & damp cloth

## STEP 6.



Empty and clean the coffee  
grounds container.

## STEP 7.



Insert 1 **RINZA** tablet into each  
blue container. Do not add water.  
Part No: 12-MKTAB12-40 Rinza

## STEP 8.



Plug milk line into the blue WMF cleaning  
container. Place the cleaning box on  
drip tray during the cleaning process.

## STEP 9.



Insert **CAFIZA** tablet into top  
chute for brewer cleaning.  
Part No: 12-ESPTH12-100 Cafiza E18

END OF DAY SYSTEM CLEAN



PERFORM THIS AT LEAST  
ONCE EVERY 24 HOURS



THIS CLEANING PROCEDURE  
TAKES APPROX. 15 MINUTES



CHECK CORRECT TABLET IS  
USED FOR EACH STAGE. USE  
ONLY URNEX TABLETS.

STEP 10.

System will progress with cleaning  
(up to 14 minutes max).

STEP 11.

Un-plug milk line from blue  
container and plug back into milk  
container. Careful warm water  
inside blue container.

STEP 12.

If you are continuing to use  
machine after cleaning, please  
note the machine will restart,  
perform a milk line purge and  
ready itself for service. You are  
required to activate several  
prompts for this.

STEP 13.

Once completed, machine will  
return to home screen.

IMPORTANT:  
MILK ACTIVATION

If you have selected ‘No’ at  
Step 4, please complete the  
following steps.



STEP 14.

Care menu

STEP 15.

Select ‘Release Milk System’



# MILK SYSTEM EXCHANGE & CLEAN



PERFORM THIS AT THE END OF THE WEEK.



THIS CLEANING PROCEDURE TAKES APPROX. 15 MINUTES



USE ONLY WMF CERTIFIED MILK CLEANING TABLETS.

## STEP 1.



Disconnect the milk line from the foamer

## STEP 2.



Remove combi spout & remove milk hose

## STEP 3.



Separate foamer into separate pieces ready for soaking

## STEP 4.



Re-mount the spare clean foamer, choc hose & milk line

## STEP 5.



Fill container with warm water and add one **RINZA** tablet. Place dirty foamer & milk line, soak for 5 hours

## STEP 6.



After soaking, rinse all pieces under tap and dry

## STEP 7.



Store in tub with lid to avoid contamination ready for next weekly exchange



## CLEANING INSTRUCTIONS

### AUTO STEAM WAND CLEANING - DAILY

#### STEP 1.

Clean machine with clean damp cloth



19-WIPZ12-100

#### STEP 2.

- Add one Rinza tablet in a milk jug with 500ml of lukewarm water
- Completely immerse the nozzle in the cleaning solution
- For auto steam wand briefly press auto-steam button

*Soak time: 30 minutes*

- Clean with a brush
- Rinse thoroughly with water
- Briefly press auto-steam button

*The steam clears the holes of the steam nozzle of milk residue and removes cleaner residue.*

Wipe the steam outlet with a damp cloth.



12-MKTAB12-40

### AUTO STEAM WAND CLEANING + DISMANTLE - WEEKLY

#### STEP 1.

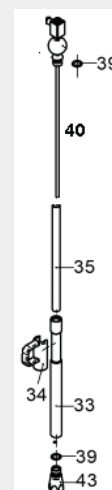
Clean machine with clean damp cloth



19-WIPZ12-100

#### STEP 2.

- Unscrew the steam nozzle
- Immerse the steam nozzle in the cleaning solution for at least 5 hours
- Clean with a brush
- Rinse thoroughly with clean water
- Screw the steam nozzle onto the Auto Steam outlet
- Immerse the steam nozzle in a jug with clear water
- Briefly touch an Auto Steam button
- Wipe the steam outlet with a damp cloth



## REFILL COFFEE HOPPERS



PERFORM THIS WHEN  
PROMPTED BY MACHINE



THIS PROCEDURE TAKES  
APPROX. 2-3 MINUTES



DURING REFIL BE CAREFUL  
THAT NO FOREIGN DEBRIS  
FALLS INTO HOPPER

## NOTE.



DO NOT FILL  
ABOVE LINE

Fill hoppers with fresh coffee to just below  
lid line. The hoppers will empty at the same  
rate so ensure all hoppers are  
filled to the same level.

## STEP 1.



If the machine runs out of coffee,  
it will prompt the operator to  
refill hopper.

## STEP 2.



Remove lid the pour coffee into  
the empty hopper.

## STEP 3.



Once hopper is topped up, tap on  
the green tick to continue.

## CHOCOLATE WHIPPER/MIXER CLEANING



PERFORM THIS AT THE END OF THE WEEK.



THIS CLEANING PROCEDURE TAKES APPROX. 10 MINUTES



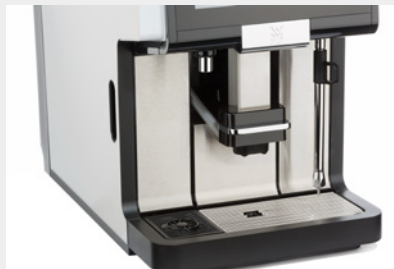
USE ONLY WMF CERTIFIED MILK CLEANING TABLETS.

### STEP 1.



Open Display Panel

### STEP 2.



Remove choc hose from back of foamer & slide spring off

### STEP 3.



Remove chocolate mixing bowl

### STEP 4.



Separate top of bowl and remove hose

### STEP 5.



Disassemble all parts

### STEP 6.



Wash unit in water & dry thoroughly

### NOTE.



Please ensure wiper disc is insert the correct way.

### STEP 7.



Inset mixer back into the machine and reattach choc hose & slide spring on.

### STEP 8.



Close Display Panel

## HOPPER CLEANING



PERFORM THIS AT THE END OF THE MONTH.



THIS CLEANING PROCEDURE TAKES APPROX. 15 MINUTES



ENSURE HOPPERS ARE DRY BEFORE RE-FITTING

### STEP 1.



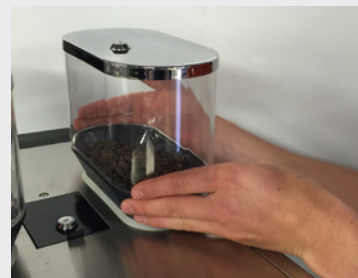
Open Display Panel

### STEP 2.



Swing the green handle right to left to release all hoppers

### STEP 3.



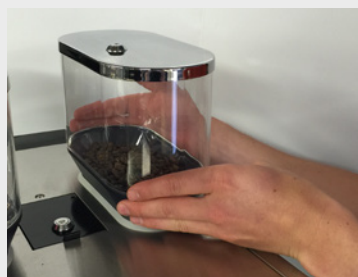
Gently lift hoppers, empty the contents into a clean container

### STEP 4.



Hand wash hoppers & dry thoroughly

### STEP 5.



Refill hopper with product and place onto machine

### STEP 6.



Swing the green handle left to right to re-lock hoppers

### STEP 7.

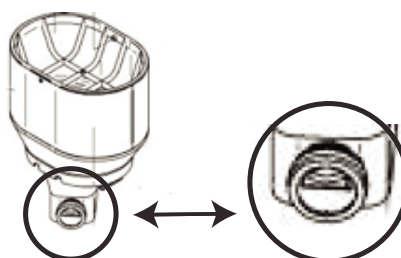


Close Display Panel



#### IMPORTANT: CHOCOLATE HOPPER REASSEMBLY

Please note, once you have dried the hopper after washing, it is important that the hopper is reassembled correctly for proper functioning. Please use the exploded diagram as a guide for reassembly and make sure that the half moon opening is at the top before re-inserting the hopper.



# EMPTY GROUNDS



PERFORM THIS WHEN  
PROMPTED BY MACHINE



THIS PROCEDURE TAKES  
APPROX. 2 MINUTES



WARNING: IF GROUNDS ARE  
NOT DISPOSED OF, DO NOT  
SELECT THAT THEY WERE

## NOTE.

The grounds container receives the used coffee grounds. It has enough capacity to store coffee grounds from approx. 50 brewing cycles.

The display shows a message as soon as the grounds container needs to be emptied. Beverage dispensing is blocked for as long as the grounds container is removed.

### STEP 1.



Remove grounds container.

### STEP 2.



Empty grounds container into bin.

### STEP 3.



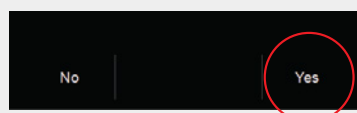
Clean container under sink with cold water then lightly dry.

### STEP 4.



Replace grounds container back into  
the 5000S+.

### STEP 5.



Select Yes if grounds container  
is empty.

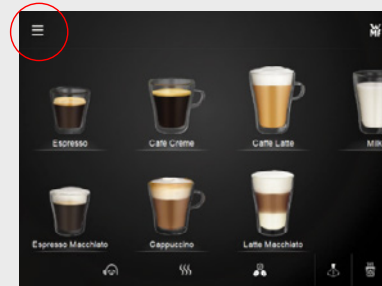
# MILK PUMP CALIBRATION

## NOTE.



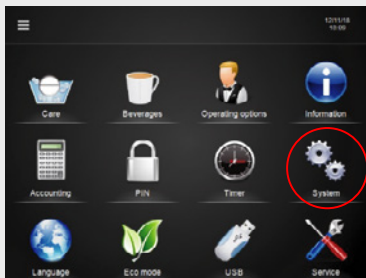
To perform milk calibration you will need a measuring jug (min 600ml)  
This process is used if you have a temperature or level shift on ALL beverages.

## STEP 1.



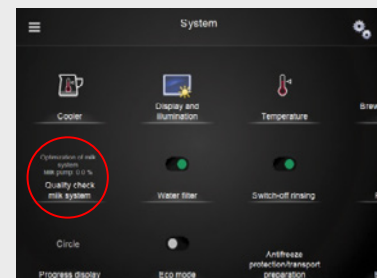
Select the menu on the top left of the screen.

## STEP 2.



Then select the system menu.

## STEP 3.



Select 'Quality check milk system'.

## STEP 4.



Remove hose from milk container.

## STEP 5.



Fill blue cleaning container with cold water and connect it back to milk line.



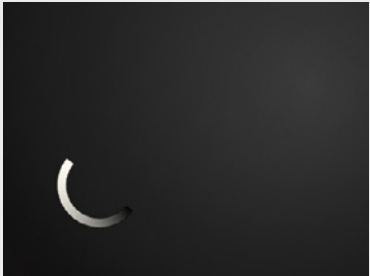
MILK PUMP CALIBRATION continued

NOTE.



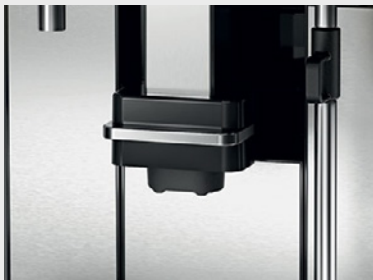
Keep measuring cup at hand (min 600ml).

STEP 6.



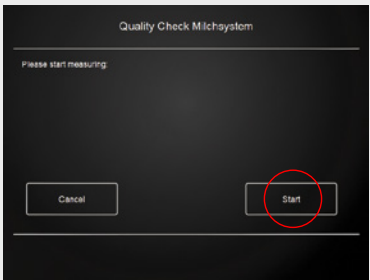
Machine will begin milk calibration process.

STEP 7.



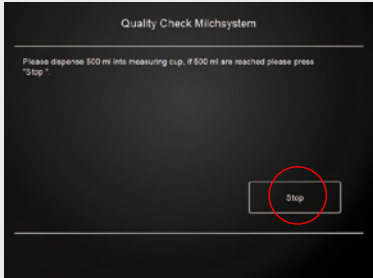
Once initial step is completed, place the measuring cup below the spout.

STEP 8.



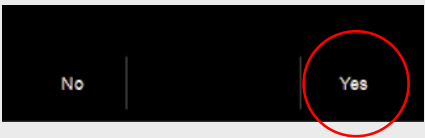
Select start.

STEP 9.



Machine will dispense water. Once the 500ml level is reached press stop, must be as accurate as possible.

STEP 10.



If the measuring result is at 500ml (give or take 20ml) select Yes, if not, select No to perform again.



# Welcome to My Coffee Shop!

Our hours of operation are Monday – Friday 9am to 5pm. Visit us at your convenience at [www.mycoffeeshop.com.au](http://www.mycoffeeshop.com.au). Orders and service requests can be placed by:

Phone: 1300 365 487  
E-mail: [clientservices@mycoffeeshop.com.au](mailto:clientservices@mycoffeeshop.com.au)  
Online: [www.mycoffeeshop.com.au](http://www.mycoffeeshop.com.au)  
Remittances: [accountsreceivable@mycoffeeshop.com.au](mailto:accountsreceivable@mycoffeeshop.com.au)  
Service enquiries: [servicecentre@mycoffeeshop.com.au](mailto:servicecentre@mycoffeeshop.com.au)

**Next business day delivery** via courier to:

Adelaide Canberra Melbourne Sydney

**for product orders placed by 1.30pm**

Please note you will be advised when ordering if delivery charges apply to your order.

Once again, welcome to My Coffee Shop and remember we are here to help. If you have any questions please don't hesitate to contact us.

We look forward to exceeding your expectations and making your day easier and more enjoyable.

Kind regards,

**My Coffee Shop**

Client Services

My Coffee Shop Pty Ltd



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