

# **bella™**

## **Single-Serve Coffee Maker**

Instruction Manual

## **Cafetera Monodosis**

Manual de instrucciones



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# IMPORTANT SAFEGUARDS

When using electrical appliances, basic safety precautions should always be followed, including the following:

1. **READ ALL INSTRUCTIONS.**
2. Do not touch hot surfaces. Use handles or knobs.
3. To protect against electrical shock, do not immerse cord, plugs, or appliance in water or other liquids.
4. This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety.
5. Children should be supervised to ensure that they do not play with the appliance.
6. Unplug from outlet when not in use and before cleaning. Allow to cool before putting on or taking off parts.
7. Do not operate any appliance with a damaged cord or plug or after the appliance malfunctions or has been damaged in any manner. Bring it to a qualified technician for examination, repair or electrical or mechanical adjustment.
8. Close supervision is necessary when any appliance is used by or near children.  
**NOTE: DO NOT ATTEMPT TO REPAIR THE UNIT YOURSELF. THIS WILL VOID THE WARRANTY.**
9. The use of accessories or attachments is not recommended by the manufacturer and may result in fire, electric shock or injury.
10. Do not use outdoors.
11. Do not let cord hang over edge of table or counter, or touch hot surface, as it can cause a tripping hazard that could result in personal injury.
12. DO NOT place this appliance on or near hot surfaces, hot gas/electric burner or in a heated oven as these actions could cause the appliance or cord to melt
13. Always fill the water tank first, then plug the cord into the wall outlet. This will reduce the risk of electrical shock or fire.
14. To interrupt the brewing cycle at any time, press either the or button. Then remove plug from wall outlet.
15. Unplug the power cord from the electrical outlet when the appliance is not in use.
16. Do not use appliance for other than intended use.
17. Do not attempt to move the appliance when it contains hot liquids as there is risk for personal injuries/burns. Allow liquids to cool before you move the appliance.
18. Scalding may occur if the lid is removed during the brewing cycles.  
**CAUTION:** There are two sharp needles that puncture the capsules. One is located inside the capsule adaptor and the other is located on the top underside of the adaptor compartment. To avoid risk of injury do not place fingers inside either parts. Also exercise caution when cleaning the parts.

**CAUTION:** There is boiling water in the front tab lid section during the brew process. Do not open the lid at any time for risk of injury.

19. The coffee maker should not be placed in a cabinet when in use.
20. Cleaning and user maintenance shall not be performed by children without supervision.

## ADDITIONAL IMPORTANT SAFEGUARDS

**WARNING:** This appliance generates heat and escaping steam during use. Proper precautions must be taken to prevent the risk of burns, fires, or other injury to persons or damage to property.

1. All users of this appliance must read and understand this Instruction Manual before operating or cleaning this appliance.
2. The cord to this appliance should be plugged into a 120V AC electrical outlet only.
3. Use water only in this appliance. Do not put any other liquids or food products in this appliance. Do not mix or add anything to the water placed in this appliance, except as instructed in the User Maintenance Instructions to clean the appliance.
4. DO NOT attempt to move an appliance containing hot liquids. Allow appliance to cool completely before moving.
5. Keep appliance at least 4 inches away from walls or other objects during operation. Do not place any objects on top of appliance while it is operating. Place the appliance on a surface that is resistant to heat.
6. If this appliance begins to malfunction during use, press either the power button. Then remove plug from wall outlet. Do not use or attempt to repair the malfunctioning appliance.
7. Do not use this appliance after it has fallen into or has become immersed in water. Doing so could result in personal injury or property damage.
8. It is recommended to let this appliance cool down for at least 5 minutes between brewing cycles. Wait at least 5 minutes before refilling the water reservoir. Adding water before the appliance cools down could result in personal injury due to steam exposure.
9. Always use fresh, cool water in your appliance. Warm water or other liquids, except as listed in cleaning section, may cause damage to the appliance.

## FOR HOUSEHOLD USE ONLY

### NOTES ON THE PLUG

This appliance has a polarized plug (one blade is wider than the other). To reduce the risk of electric shock, this plug will fit in a polarized outlet only one way. If the plug does not fit fully into the outlet, reverse the plug. If it still does not fit, contact a qualified electrician. Do not modify the plug in any way.

## NOTES ON THE CORD

- A. A short power-supply cord (or detachable power-supply cord) is provided to reduce risks resulting from becoming entangled in or tripping over a longer cord.
- B. Longer detachable power-supply cords or extension cords are available and may be used if care is exercised in their use.
- C. If a long detachable power-supply cord or extension cord is used:
  - 1. The marked electrical rating of the cord set, or extension cord should be at least as great as the electrical rating of the appliance.
  - 2. If the appliance is of the grounded type, the extension cord should be a grounding-type 3-wire cord.
  - 3. The longer cord should be arranged so that it will not drape over the countertop or tabletop where it can be pulled on by children or tripped over.

# SAVE THESE INSTRUCTIONS

## PLASTICIZER WARNING

**CAUTION:** To prevent plasticizers from migrating to the finish of the countertop or tabletop or other furniture, place NON-PLASTIC coasters or place mats between the appliance and the finish of the countertop or tabletop. Failure to do so may cause the finish to darken, permanent blemishes may occur, or stains can appear.

## ELECTRIC POWER

If the electrical circuit is overloaded with other appliances, your appliance may not operate properly. It should be operated on a separate electrical circuit from other appliances.

## GETTING TO KNOW YOUR SINGLE-SERVE COFFEE MAKER

Product may vary slightly from illustration.

1. Pod Adapter
2. Drip Tray Cover
3. Adjustable Height Drip Tray
4. Reusable Ground Coffee Filter
5. Lid Tab
6. Lid
7. Piercer
8. Water Tank with Stepped Level Indicator
9. Adapter/Filter Compartment
10. Coffee Nozzle (not shown)
11. Drip Tray Slots
12. Power Button with Indicator Light
13. Electric cord with Polarized Plug (not shown)



## BEFORE USING FOR THE FIRST TIME

Please check all packaging material carefully before discarding. Many accessory parts are contained within the packaging material. Before using your Single-Serve Coffee Maker, clean the entire appliance according to the cleaning instructions. Wash the reusable brew cup and cup holder in warm, soapy water, rinse thoroughly and dry. If desired, wipe the exterior of the coffee maker with a soft, damp cloth. **NOTE:** Do not wash any parts in the dishwasher and do not immerse the coffee maker in water or any other liquid. This may permanently damage the product and void the warranty.

To remove any manufacturing residues that may reside in the appliance, we recommend running at least one full brew cycle of water and discarding the water when complete.

## USING YOUR SINGLE-SERVE COFFEE MAKER

1. Place the appliance on dry, level, heat-resistant surface, away from any edge.
2. Plug cord into a 120-volt, AC electric outlet only.
3. Push up the lid release button (Figure 1) in to open the cover.
4. Using the cup you're brewing into, add cold water to the reservoir.  
**NOTE:** The maximum capacity of the Single-Serve Coffee Maker is 14 fluid oz. (1¾ cups). Never put more than this amount into the reservoir or the water will overflow.
5. Position the reusable ground coffee filter (Figure 2) in place and add a pod or position the reusable ground coffee filter (Figure 3) with coffee grounds. Press down on the cover to lock in place. The cover will not lock if the pod adapter or reusable filter is not inserted properly.  
**Caution:** Piercer is sharp, do not touch.
6. Center a cup on the drip tray. **Note:** Make sure the cup is suitable for hot liquids.
7. Press the power button. The light will illuminate. The coffee maker and light will turn off automatically at the end of the brew cycle. Do not remove the cup before the coffee maker has turned off.

Figure 1



Figure 2



Figure 3



## POD BREWING – ANY STANDARD STYLE POD WILL WORK.

Place the coffee pod adapter in the coffee maker. Place a pod into the pod adapter. Using the cup you're brewing into (maximum 14 oz.), add cold water to the reservoir. Close and lock the cover, then center a heat-safe cup on the drip tray and press the power button. Brewing will be complete in under 5 minutes.

## GROUND COFFEE BREWING - USE STANDARD, MEDIUM GRIND COFFEE.

Add two heaping tablespoons of grounds into the reusable filter. Using the cup you're brewing into (maximum 14 oz.), add cold water to the reservoir. Close and lock the cover, then center a heat-safe cup on the drip tray and press the power button. Brewing will be complete in under 5 minutes. **NOTE:** Adjust the amount of grounds to taste.

## HOT WATER ONLY

The Single-Serve Coffee Maker can be used to heat water for tea or instant ciders, hot chocolates, oatmeals, soups, etc. Using the cup you're brewing into (maximum 14 oz.), add cold water to the reservoir. Close and lock the cover.

Place the instant mix, per package directions, in a heat-safe cup, then center on the drip tray and press the power button. When the brewing is complete, approximately 5 minutes, stir the contents.

**NOTE:** Adjust the amounts to taste. A small amount of smoke and/or odor may occur upon heating due to the release of manufacturing oils – this is normal. Some minor expansion/contraction sounds may occur during heating and cooling – this is normal.

## CLEANING YOUR SINGLE-SERVE COFFEE MAKER

1. Allow the Single-Serve Coffee Maker to turn off automatically and unplug from the electrical outlet. Allow the entire appliance to cool before cleaning.
2. Push up the lid release button to open the lid cover. Remove and discard the use grounds, pod, etc. from the reusable filter or pod adapter.
3. Wash the reusable filter and pod adapter in hot, soapy water. Rinse and dry thoroughly. Periodically clean out the nozzle in the pod adapter with a toothpick or bent paperclip. This will dislodge any stuck coffee grounds.  
**CAUTION:** Piercer inside pod adapter is sharp, do not touch.



4. The exterior of the Single-Serve Coffee Maker can be wiped clean with a damp cloth after it has been unplugged and the base is cool. Do not clean the inside of the water reservoir with a cloth or paper towel. This may leave particles in the chambers that may clog small openings in your coffee maker. Rinse with cold water periodically. Descale the Single-Serve Coffee Maker periodically.  
See the "Descaling Your Single-Serve Coffee Maker" section in this manual. This appliance has no user serviceable parts.

## DESCALING YOUR SINGLE-SERVE COFFEE MAKER

The Single-Serve Coffee Maker must be decalcified periodically. Over time, mineral deposits build up on internal parts and effect the operation of the appliance. The frequency of descaling depends on the hardness of your water and how often you use the coffee maker. Indications that descaling is necessary are:

- Increased noise during use
  - Excessive steaming
  - Longer brewing times
  - The pumping action stops before all of the water has been pumped from the water reservoir
  - If usage is regular, descaling should be carried out as follows:
    - With soft water, decalcify once every month
    - With medium water, descale every 2 weeks
    - With hard water, descale every week
  - We recommend the use of vinegar for descaling
1. Pour 14 ounces of fresh, cool, undiluted white household vinegar into the water reservoir.  
**NOTE:** Do not use coffee grounds and do not dilute vinegar with water.
  2. Place an adequately sized cup suitable for hot liquids in place on the drip tray.
  3. Press the power button.
  4. When the brew cycle is complete and the Single-Serve Coffee Maker has cooled, repeat the process above except use clear, cool water in place of vinegar to rinse any remaining traces of the vinegar from the system. Repeat twice using clean, cool water each time.



## LIMITED TWO-YEAR WARRANTY

SENSIO Inc. hereby warrants that for a period of **TWO YEARS** from the date of purchase, this product will be free from mechanical defects in material and workmanship, and for 90 days in respect to non-mechanical parts. At its sole discretion, SENSIO Inc. will either repair or replace the product found to be defective, or issue a refund on the product during the warranty period.

The warranty is only valid for the original retail purchaser from the date of initial retail purchase and is not transferable. Keep the original sales receipt, as proof of purchase is required to obtain warranty validation. Retail stores selling this product do not have the right to alter, modify, or in any way revise the terms and conditions of the warranty.

### EXCLUSIONS:

The warranty does not cover normal wear of parts or damage resulting from any of the following: negligent use of the product, use of improper voltage or current, improper routine maintenance, use contrary to the operating instructions, disassembly, repair, or alteration by anyone other than qualified SENSIO Inc. personnel. Also, the warranty does not cover Acts of God such as fire, floods, hurricanes, or tornadoes.

SENSIO Inc. shall not be liable for any incidental or consequential damages caused by the breach of any express or implied warranty. Apart from the extent prohibited by applicable law, any implied warranty of merchantability or fitness for a particular purpose is limited in time to the duration of the warranty. Some states, provinces or jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, or limitations on how long an implied warranty lasts, and therefore, the above exclusions or limitations may not apply to you. The warranty covers specific legal rights which may vary by state, province and/or jurisdiction.

### HOW TO OBTAIN WARRANTY SERVICE:

You must contact Customer Service at our toll-free number: 1-866-832-4843.

A Customer Service Representative will attempt to resolve warranty issues over the phone. If the Customer Service Representative is unable to resolve the problem, you will be provided with a case number and asked to return the product to SENSIO Inc. Attach a tag to the product that includes: your name, address, daytime contact telephone number, case number, and description of the problem. Also, include a copy of the original sales receipt. Carefully package the tagged product with the sales receipt, and send it (with shipping and insurance prepaid) to SENSIO Inc.'s address. SENSIO Inc. shall bear no responsibility or liability for the returned product while in transit to SENSIO Inc.'s Customer Service Center.





For customer service questions or comments  
Dudas o comentarios contactar el departamento de servicio al cliente  
1-866-832-4843 / [help@bellahousewares.com](mailto:help@bellahousewares.com)



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