

**ELKAY**<sup>®</sup>

INSTALLATION MANUAL

**RETROFIT KIT EZD TO EZO****IMPORTANT**

THIS IS AN INDOOR APPLICATION ONLY.  
ALL SERVICE TO BE PERFORMED BY AN  
AUTHORIZED SERVICE PERSON.

**TOOLS REQUIRED**  
**BUT NOT PROVIDED:**

GLOVES  
SAFETY GLASSES  
NEEDLE NOSE AND REGULAR PLIERS  
1/4 AND 5/16 NUT DRIVERS  
FLAT HEAD SCREWDRIVER  
T-20 TORX BIT OR 7/64 ALLEN WRENCH  
BLACK MARKER  
BUCKET  
MULTI-METER

**IMPORTANT! INSTALLER PLEASE NOTE.**

THE GROUNDING OF ELECTRICAL EQUIPMENT SUCH AS TELEPHONE, COMPUTERS, ETC. TO WATER LINES IS A COMMON PROCEDURE. THIS GROUNDING MAY BE IN THE BUILDING OR MAY OCCUR AWAY FROM THE BUILDING. THIS GROUNDING CAN CAUSE ELECTRICAL FEEDBACK INTO A FOUNTAIN, CREATING AN ELECTROLYSIS WHICH CAUSES A METALLIC TASTE OR AN INCREASE IN THE METAL CONTENT OF THE WATER. THIS CONDITION IS AVOIDABLE BY USING THE PROPER MATERIALS AS INDICATED. ANY DRAIN FITTINGS PROVIDED BY THE INSTALLER SHOULD BE MADE OF PLASTIC TO ELECTRICALLY ISOLATE THE FOUNTAIN FROM THE BUILDING PLUMBING SYSTEM. WE SUGGEST THAT THE BOTTLE FILLING STATION AND WATER COOLER BE PROTECTED BY A GROUND FAULT CIRCUIT INTERRUPTER (GFCI).

**INSTALLER**

To insure you install these Kit easily and correctly, PLEASE READ THESE SIMPLE INSTRUCTIONS BEFORE STARTING THE INSTALLATION. CHECK YOUR INSTALLATION FOR COMPLIANCE WITH PLUMBING, ELECTRICAL, AND OTHER APPLICABLE CODES.

**Note: These instructions are for converting a non-refrigerated EZ model cooler to Hands-free.**

1. Remove Lower wrapper on the cooler by removing the (4) screws using a 5/16 nut driver
2. Shut off water to the cooler
3. Remove water pressure by pressing on any of the cooler push bars until no water comes out of the bubbler
4. Unplug the water cooler
5. Remove the P-trap from the cooler drain
6. Remove the (4) screws – 2 per side on the upper shroud using the Torx bit or Allen Wrench. See Fig.1.



**Fig. 1**

7. Lift the basin shroud assembly, tilting forward towards the front of the water cooler. Take a black marker and mark the water line where it enters the solenoid. This will ensure the water line is reinserted fully later. Remove the water line from the solenoid and unplug the two switch wires. One on the solenoid and one on the power cord. Once both wires are free lift the assembly completely off.
8. Turn the basin/shroud assembly over on a table so that it is sitting on the basin.
9. If this is a single, non-refrigerated cooler locate the serial number on the data label and write it down in permanent marker on the blank label on the bottom of the new shroud. If this is the non-refrigerated side of a two-level cooler the serial number will be on the refrigerated cooler and can remain there.
10. Remove the basin from the shroud by removing the four screws with the Torx bit of Allen Wrench. **Note if your shroud has a regulator installed it will need to be removed too.**
11. Remove the rubber boot with the drain by sliding up off the three pins holding it to the shroud. Place the boot and drain on the three pins on the new shroud. Press completely down so it is sitting flat. See Fig.2 and Fig.3.



**Fig. 2**



**Fig. 3**

12. Place the new shroud on the basin and attach it using the screws removed. **Note: If a regulator was removed from the old shroud it will need to be inserted in the new shroud before installing on the basin.**

13. Remove the power cord ground connection on the frame using the ¼ nut driver. Keep this screw it will be needed to connect the ground wire on the new power cord. See Fig.4.



Fig. 4

14. Using pliers, squeeze the strain relief on the power cord and pull up to remove the cord from the bracket. See Fig.5.



Fig. 5

15. Remove the remaining wire from the solenoid and discard the old power cord.

16. Measure 23 inches from the plug end of the power cord and place the strain relief on the cord at that point. See Fig.6.



Fig. 6

17. Squeeze the strain relief and place in the slot in the bracket that the old power cord was removed. Push up until it locks into place. See Fig.7.



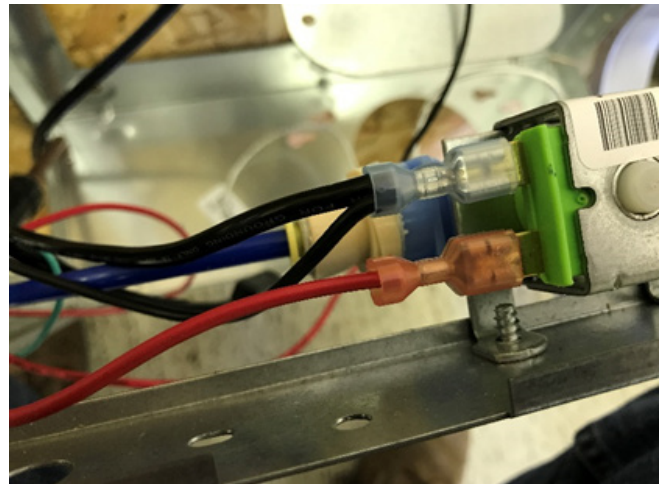
**Fig. 7**

18. Put the ground screw in the ring terminal on the green ground wire on the power cord. Tighten the screw back into the frame where the old ground wire was connected. Tighten the screw so that the terminal will not turn. To make sure that the grounding connection is secure, use a multi-meter and check for continuity. Place one probe on the round connector on the plug and the other probe on the frame. See Fig.8.



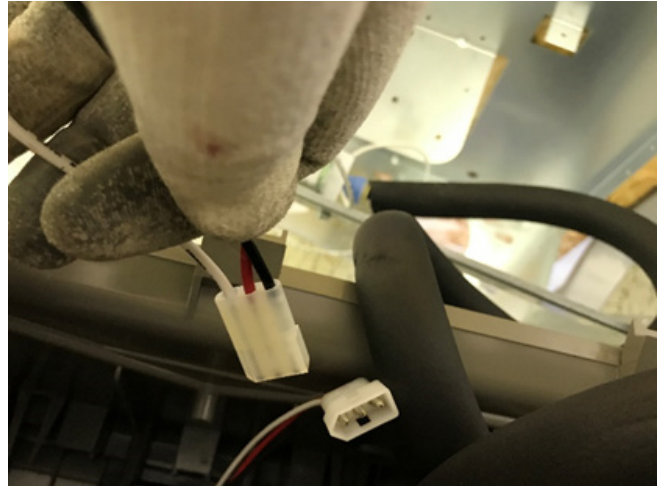
**Fig. 8**

19. Connect both female connections on the power cord to both open terminals on the cold control. It does not matter which connector goes on which terminal. If the connections do not reach, spread the wire apart more to gain length. See Fig.9.



**Fig. 9**

20. Place the basin shroud assembly back on to the cooler frame and connect the sensor wires by plugging the connector from the sensor to the connector on the power cord. At this time also connect the water line to the solenoid. See Fig.10.



**Fig. 10**

21. Place the (4) screws back in to hold the basin/shroud assembly to the frame.
22. Reconnect the drain lines.
23. Remove the plastic covering the sensor bar.
24. Turn on the water and plug the cooler back in. Place a cup over the bubbler and activate the sensor. Run water until all air is removed from the system and there is a steady stream of water coming from the bubbler.
25. Check for any water leaks and fix as needed.
26. Place the lower wrapper on the cooler and tighten the (4) screws.