

# Changing a Filter

(Installed by Water Pro)

- 1) Fill a bucket 2/3 of the way with water (used to clean housing).
- 2) Close both ball valves (red knobs in illustration below) ¼ turn so they are facing opposite of plumbing. This will make a plus symbol.
- 3) Have the bucket or another item ready and placed under the filter housing as well as can be done to catch dripping water.
- 4) Obtain a small rag or paper towel. While holding this and covering the red button on top of the filter housing, press and hold the button until pressure is released (a little water will come out).
- 5) Using a filter housing wrench, use one hand to turn the housing clockwise to remove it while using the other hand to stabilize the plumbing.
- 6) Remove old filter and throw it away (they are not reusable). Be careful not to lose o-ring.
- 7) Gently remove black rubber o-ring in the top of the filter housing. Using a clean rag, wipe the o-ring and be sure there is no sand or grit on the o-ring.
- 8) Clean filter housing and pay particular attention to the groove you removed the o-ring from to make sure there is no sand or grit in it. Otherwise, it may not seal properly and it will leak.
- 9) Place o-ring back into the groove. \*
- 10) Put new filter in housing.
- 11) Line up the filter, inside the housing, with the top and turn it counter-clockwise to tighten. Tighten it hand tight. Overtightening repeatedly will stretch the o ring and cause the housing to leak.
- 12) Slowly open the red knob valve on the side the water enters the housing. As the housing fills with water press the red button on top to let the air escape. Once it is full, then open the other valve and the job is complete.

\* Generally, you should not need a sealant in the filter housing. If the o-ring and the o-ring groove inside of housing are both clean and dirt and grit free, and the filter housing is still leaking, you may need to replace your o-ring. They do stretch over time. If replacing the o-ring does not help (or you do not have one available), you may use a very small amount of silicone lubricant only to seal.

