

# **ELKAY®**

## **INSTALLATION & USE MANUAL**

### ***Retrofit EZ Frame***



# Contents

|   |          |   |           |
|---|----------|---|-----------|
| <b>1. General Information</b> . . . . . | <b>2</b> | <b>4. EZ Frame Installation Instructions</b> . . . . .                          | <b>7</b>  |
| 1.1 Installation Manual . . . . .       | 2        | 4.1 Frame Installation Instructions for PRO,<br>EZ and VR Models . . . . .      | 7         |
| 1.2 Disclaimer . . . . .                | 3        | 4.2 Instructions for Removing Wrapper for Pro<br>and EZ Models . . . . .        | 9         |
| 1.3 Product Label Location . . . . .    | 3        | 4.3 Hanger Bracket Installation . . . . .                                       | 10        |
| 1.4 Contact Information . . . . .       | 3        | 4.4 Pro Variant Cooler Assembly Installation . . . . .                          | 11        |
| 1.5 Notice of Changes . . . . .         | 3        | 4.5 EZ Variant Cooler Assembly Installation . . . . .                           | 14        |
| 1.6 Warranty . . . . .                  | 3        | 4.6 Bottle Filler Assembly Installation<br>Instructions for EZ Config . . . . . | 15        |
| <b>2. Safety</b> . . . . .              | <b>3</b> | 4.7 VR Variant Cooler Assembly Installation . . . . .                           | 19        |
| 2.1 General . . . . .                   | 3        | 4.8 Lower Panel Installation Instructions for<br>PRO / EZ / VR . . . . .        | 22        |
| 2.2 Safety Alert Symbol . . . . .       | 3        | <b>5. EZ Frame service kit</b> . . . . .  | <b>23</b> |
| 2.3 Personal Safety . . . . .           | 4        |   |           |
| 2.4 Property Damage . . . . .           | 5        |   |           |
| <b>3. Preparation</b> . . . . .         | <b>5</b> |   |           |
| 3.1 General Information . . . . .       | 5        |   |           |

## 1. General Information

### 1.1 Installation Manual

Read all instructions carefully BEFORE starting the installation and familiarize yourself with the various parts of this product.

This manual contains step-by-step installation, adjustment, and maintenance instructions for the RFEZ100 series bottle filling stations. Followed carefully, these instructions will result in trouble-free installation of this Elkay Manufacturing Company (Elkay) product.

The installation of this product requires electrical and plumbing connections that use specific skills and knowledge. If you are unsure or not qualified to make these connections, consult a qualified plumber, electrician, or installer. Professional installation is suggested.

Any deviations, additions, and/or deletions from the described methods, without prior written approval of Elkay, will void the warranty covering this product.

Make sure the installation and use of this product meets all local, state, and federal plumbing and electrical codes.

**Save these instructions for future reference.**

## ⚠ WARNING



**To avoid product or property damage, personal injury, or even possible death, carefully read, understand, and follow all the instructions in this Installation & Use Manual before installing this product.**

**Improper installation of this product could cause a dangerous situation that results in injury or death.**

**Do not operate power tools unless you read and understand the instructions and warnings in this and all other applicable labels or manuals. Proper use of tools and the products described in this guide is your responsibility.**

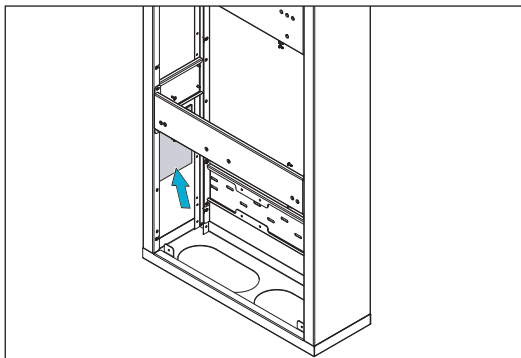
**Failure to follow these instructions could result in personal injuries, water damage, and other damage to floors, pipes, walls, and other portions of your building or home.**

## 1.2 Disclaimer

The information contained in this Installation & Use Manual is given free of charge. It is based upon technical data which we believe to be reliable and is intended for use by persons having knowledge of this technical area at their own discretion and risk. Elkay assumes no responsibility for results obtained or damage incurred from the use of this material either in whole or in part by the buyer.

## 1.3 Product Label Location

Please use the label number located on the left side of the frame when contacting us with questions concerning the installation of this product.



## 1.4 Contact Information

### General Information

Elkay Manufacturing Company  
1333 Butterfield Road, Suite 200  
Downers Grove, IL 60515  
Website: <http://www.elkay.com>

### USA/Canada Customer Care

Phone: 800.260.6640  
Email: [CustCare@Elkay.com](mailto:CustCare@Elkay.com)

### International Customer Care

Phone: 630.575.4755  
Email: [IntlCare@Elkay.com](mailto:IntlCare@Elkay.com)

## 1.5 Notice of Changes

The information, specifications, and illustrations in this manual are based on the information that was available at the time this material was written and can change at any time. In keeping with our policy of continuing product improvement, Elkay reserves the right to change specification without notice.

All dimensions are given in inches (") and millimeters (mm).

## 1.6 Warranty

Elkay will not be held responsible for damage of any kind in connection with the installation of the product.

## 2. Safety



# Think Safety

Before performing any work, read and understand the safety instructions in this manual.

### 2.1 General

The Elkay Manufacturing Company (Elkay) cannot anticipate every possible circumstance that might involve a potential hazard during the installation or maintenance of this product. The warnings and instructions in this Installation Manual are, therefore, not all-inclusive. If a tool, installation procedure, or work method that is not specifically recommended by Elkay is used, you must be satisfied that it is safe for yourself and others. You should also make sure that the product will not be damaged by the methods you choose.

Most work related accidents are caused by failure to observe basic safety rules or precautions. An accident can often be avoided by recognizing potentially hazardous situations before an accident occurs. As you install and maintain this product, you must be alert to potential hazards. You should also have the necessary training, skills, and tools to perform any installation or maintenance procedure.

### 2.2 Safety Alert Symbol



This is the safety alert symbol. It is used to alert you to potential personal injury hazards. Obey all safety messages that follow this symbol to avoid possible injury or death.

This manual contains WARNINGS, CAUTIONS, NOTICES, SAFETY INSTRUCTIONS, and NOTES which must be followed to prevent the possibility of improper service, damage to the equipment, personal injury, or death. The following key words call the reader's attention to potential hazards.

Hazards are identified by the "Safety Alert Symbol" and followed by a signal word such as "WARNING" or "CAUTION".

## 2.3 Personal Safety

### WARNING

These warnings indicate a potentially hazardous situation which, if not avoided, could result in serious injury or death. Follow all instructions related to the installation and/or maintenance of this product (unit).



#### Personal Protection

Be sure to use all personal protective equipment, such as sturdy safety glasses, work shoes, hearing protection, and gloves, whenever necessary, to ensure your own safety.



To avoid eye injury, always wear protective glasses with side shields when using power tools. Also, make sure no one else can be injured by flying particles when using power tools.



To prevent possible damage to your hearing, always wear ear protection, such as earmuffs or earplugs, when using power tools.



This product is heavy and can cause bodily injury, due to its weight or if the unit is dropped. Use two people

to lift the product when unpacking the unit or installing it onto the hanger brackets.



Wear protective gloves during installation to protect against sharp edges from sheet metal components.



#### Lifting Hazard

- To avoid personal injury, always use these proper lifting techniques and use two people to move heavy cartons.
- Use appropriate lifting devices to move the load.
- Always use two people when lifting heavy or bulky cartons. DO NOT attempt to lift objects that are too heavy.



#### Power Tool Hazard

- To prevent personal injury or possible death, always follow the electrical safety recommendations of the power tool's manufacturer.
- Do not use power tools in an unsafe manner.
- Power tools should only be connected to a circuit protected by a ground-fault circuit interrupter (GFCI).
- If an extension cord is required, always use an OSHA approved extension cord.



#### Shock and Electrocution Hazards

Failure to follow these instructions could result in severe burns, significant injuries, and even death.



Water will conduct electric current to create a short circuit, resulting in injury or death.

- Never use electric power tools around water or wet floors/surfaces.
- Keep all liquids away from electrical cords and power tools.
- If an extension cord is required, always use an OSHA approved cord.
- DO NOT create a short circuit between a source of electricity and a liquid by being in contact with both simultaneously.



Contacting live electrical wiring with power tools or hand tools can cause serious injury or death.

- Make sure all related circuit breakers are turned OFF.
- Test for live circuits or wiring inside any wall where installation of the product requires cutting into a wall.



Prior to any maintenance, make sure the unit is unplugged and circuit breakers are turned OFF.



Prior to installation, test for live circuits or wiring inside the wall before cutting or drilling into the wall.

### CAUTION

These cautions indicate a potentially hazardous situation which, if not avoided, may result in minor or moderate injury. Follow all instructions related to installation and/or maintenance of this product.



#### Tripping Hazard

Personal injury can result from tripping over power cords, tools, or other installation items. DO NOT leave items laying around the work area.



#### Cutting Hazard

The installation of this product may require using power tools.

Keep hands away from the cutting edge of any tool used in the installation of our product.

Placing fingers in or around the cutting blades could result in serious personal injury.

**Use Proper Tools**

Always use proper tools which are in good working condition during the installation of the product. Using tools other than those listed could adversely affect the product and could result in property damage.

**2.4 Property Damage****Inspect Before Cutting**

Make sure no electrical wiring or plumbing is present before cutting into a wall.

**3. Preparation****3.1 General Information**

1. This EZ Frame is designed for indoor use only and should not be installed outdoors or in a humid environment.

**NOTICE**

Use care when opening and removing the packaging to prevent damage to the product.

- 2a. Inspect the product for any shipping damage and report it immediately to the location of purchase. Installation of a damaged product will void the warranty.
- 2b. Confirm that all parts have been included for the proper installation of this product. Contact the location of purchase if damaged parts are found.

**NOTICE**

Mounting hardware to be supplied by customer.

**3.1 Water, Waste, and Electrical Locations**

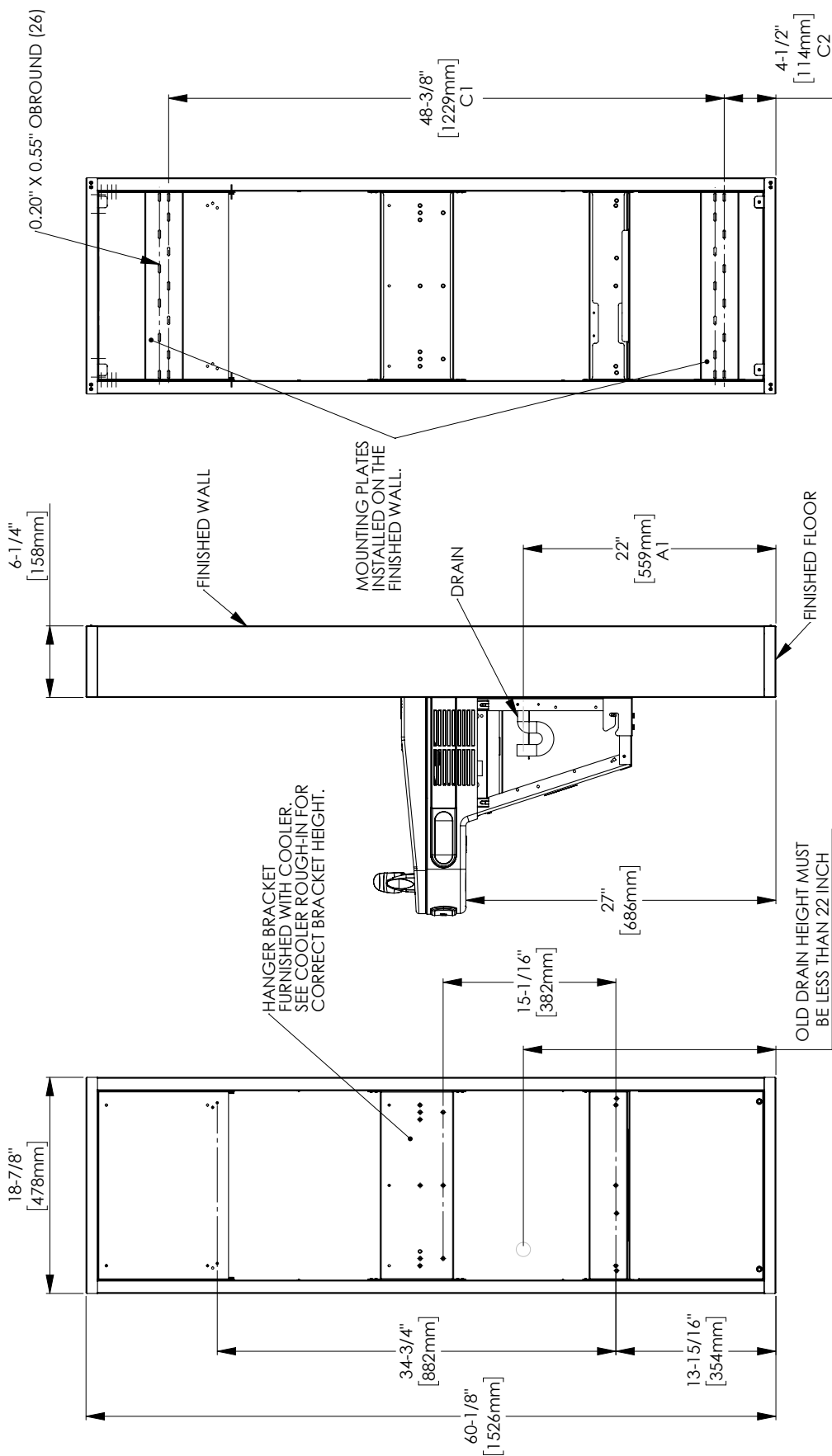
This section contains general information for the required utilities for the cooler. Use the Location Drawing in each section to determine the exact location of the utilities.

Install water supply in accordance with local plumbing codes.

- a. Use at least 3/8" O.D. unplated copper tube for supply line.
- b. Pipe should extend 3" (76mm) maximum from wall.
- c. Install a quarter-turn, installer supplied, shutoff valve.

**CAUTION**

This EZ Frame Kit is designed for existing drains located 22" or less above the finished floor. For drains located above this limit, a condensate pump will be required (not included).



NOTE: 1. WALL MOUNTING LOCATIONS MUST BE AVAILABLE BETWEEN 3.5"-6.5" (C1) AND 51.75"-54.75" (C2) ABOVE THE FLOOR.  
 2. MAX DRAIN HEIGHT SHOULD BE LESS THAN 22" (A1).

Fig. 1

## 4. EZ Frame installation Instructions

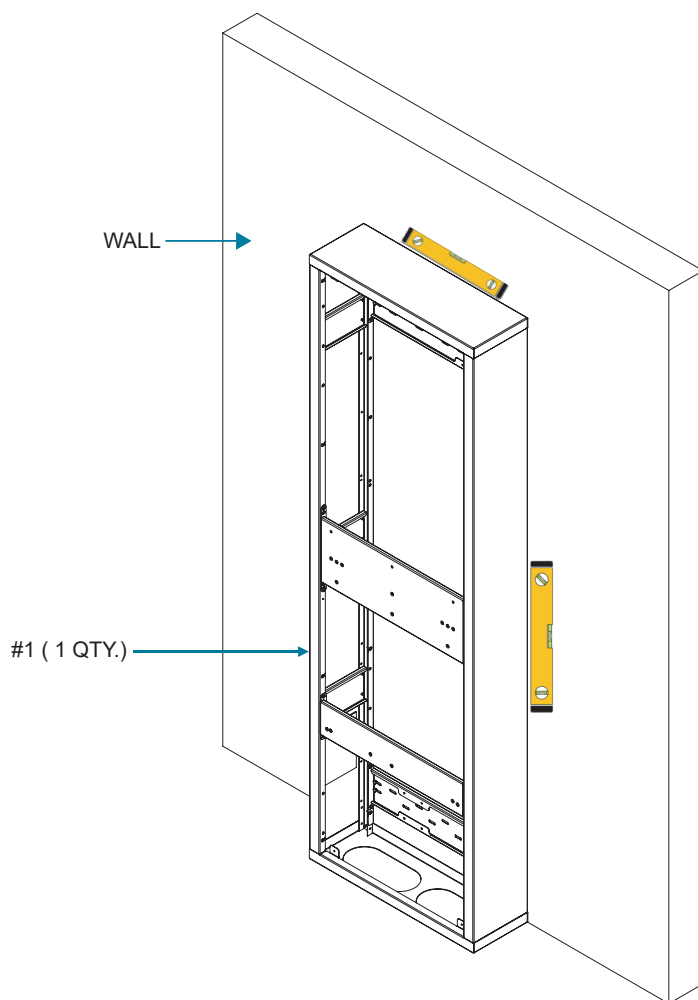
### Pro Variant

| Item No. | Description  | Qty. |
|----------|--|------|
| 1        | EZ Frame   | 1    |
| 2        | EZ Frame Top Flip Structural Cover   | 1    |
| 3        | EZ Frame Bottom Flip Accessory Cover   | 1    |
| 4        | Cooler Hanger Bracket<br>(* Hanger Bracket Would Be a Part of Cooler Bottle Filler Assembly) | 1    |
| 5        | 1/4-20 Flanged HHTC Serrated Screw   | 12   |
| 6        | Screw - #8-32 X .44 HHTC   | 4    |

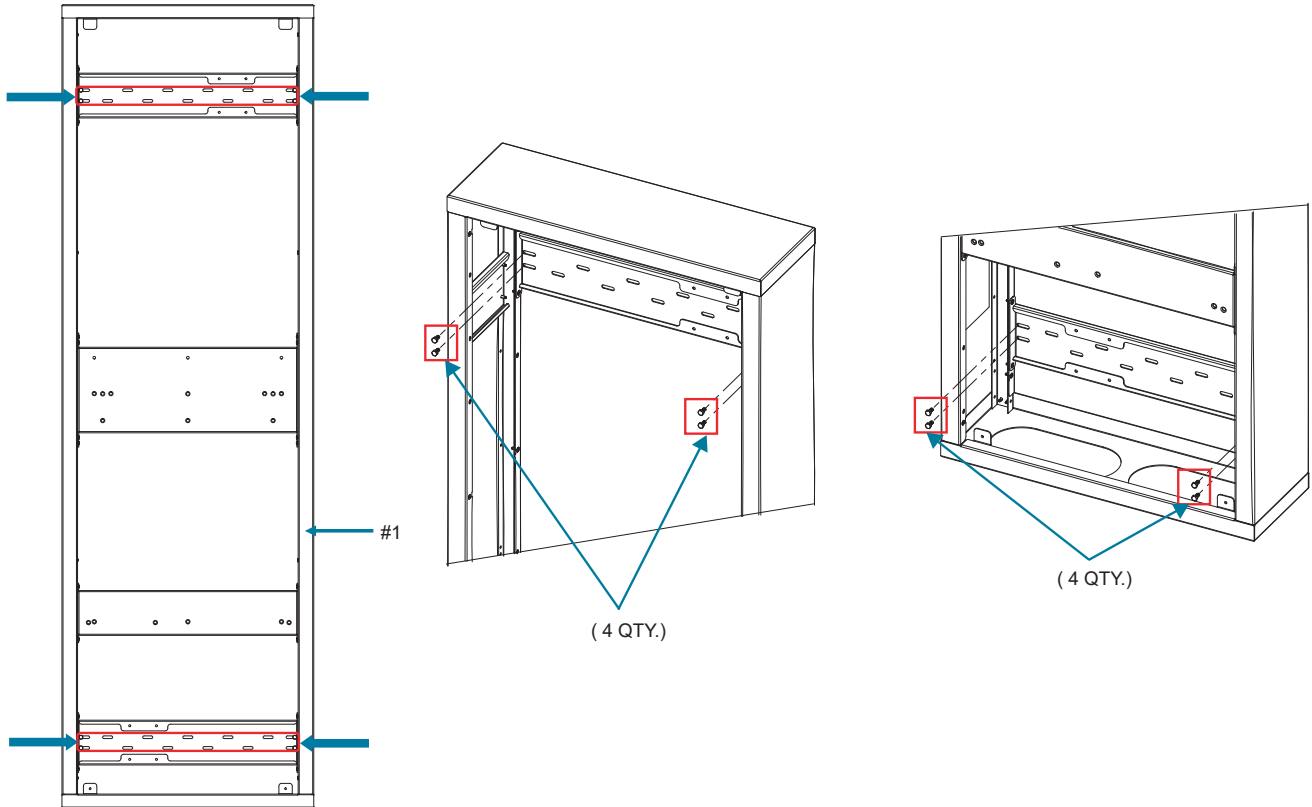
#### 4.1 Frame Installation Instructions for PRO, EZ and VR Models:

1. Test fit and level the 'EZ Frame' before fully bolting it onto the wall.

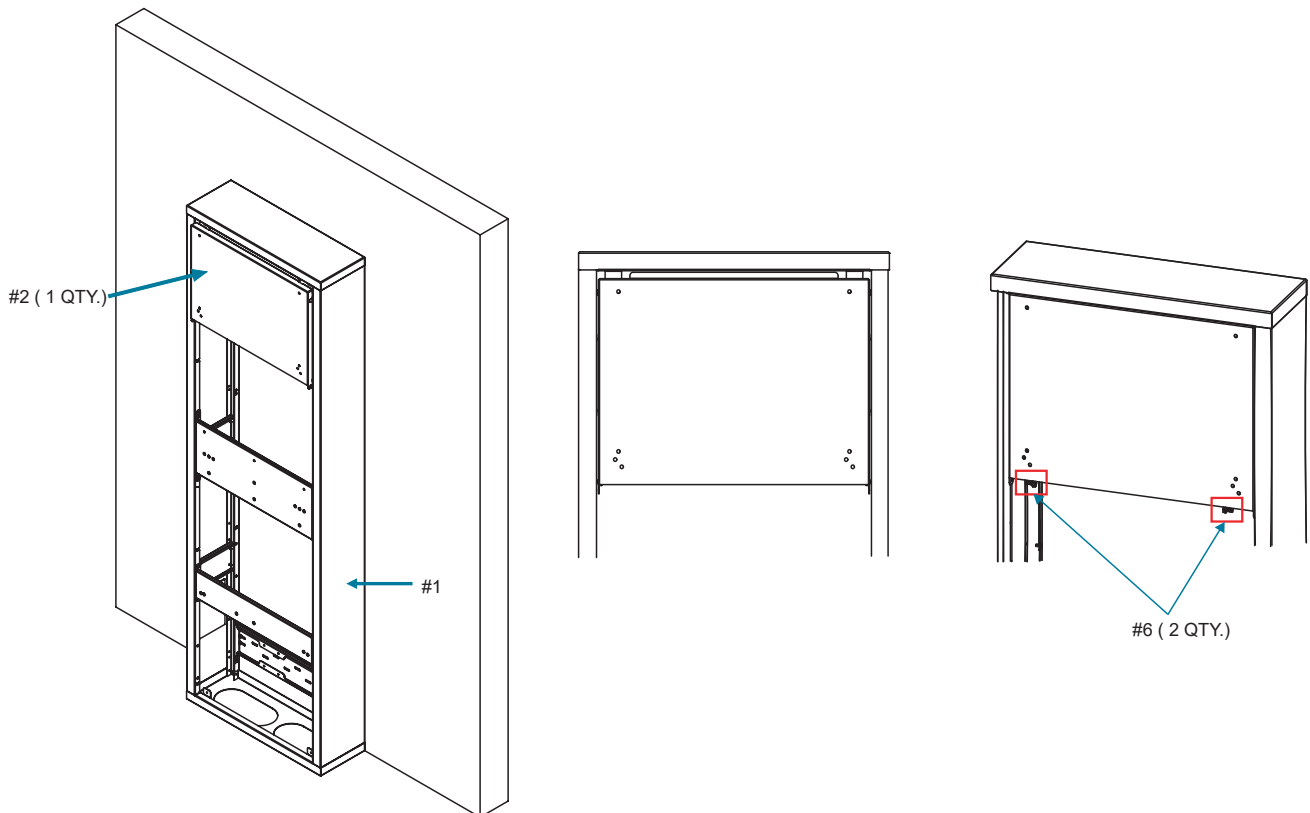
**NOTE:** EZ Frame must sit flush against the wall.



2. Fasten ( Item #1 – 1 Qty. ) with suitable screws – 8 Qty. to any of the mounting holes required to securely mount to wall.



3. Align and Fasten ( Item #2 – 1 Qty. ) with ( Item #1 – 1Qty ) using (Item #6 – 2 Qty.) in corresponding holes on both left and right locations as shown.



### 4.2 Instructions for Removing Wrapper for Pro and EZ Models Installation:

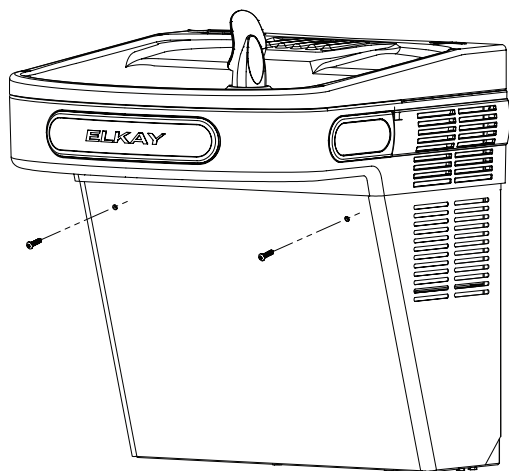


Fig. 2

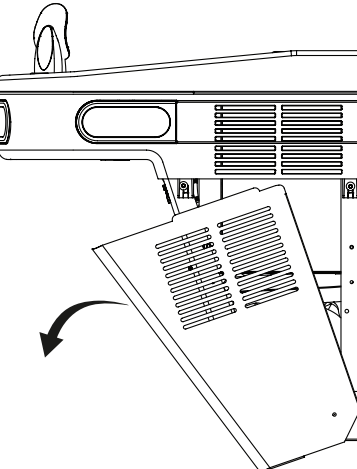
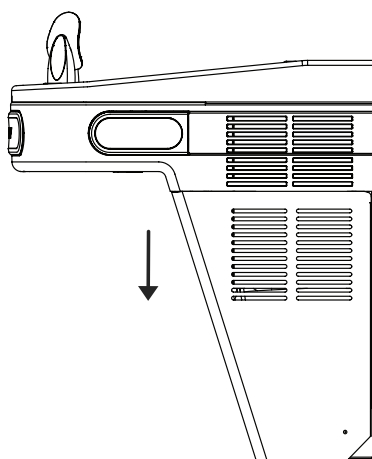


Fig. 3

1. Remove the two security screws (size T25) from the front panel. (see Fig. 2)  
**NOTE:** SCREW THREADS INTO BUSHING WHILE ANGLED. DO NOT ATTEMPT TO THREAD SCREW INTO BUSHING HORIZONTALLY.
2. Gently pull the wrapper down and rotate the wrapper to a downward position (see Fig. 3).
3. To remove the wrapper, hold each side and gently pull wrapper up and out of pivoting bracket (see Fig. 4).

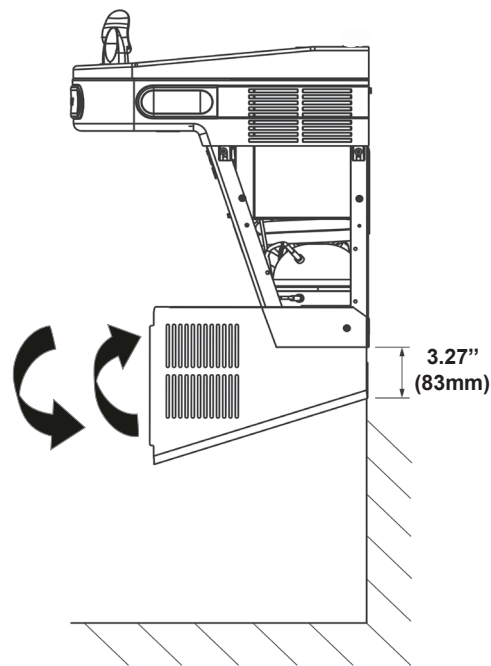


Fig. 5

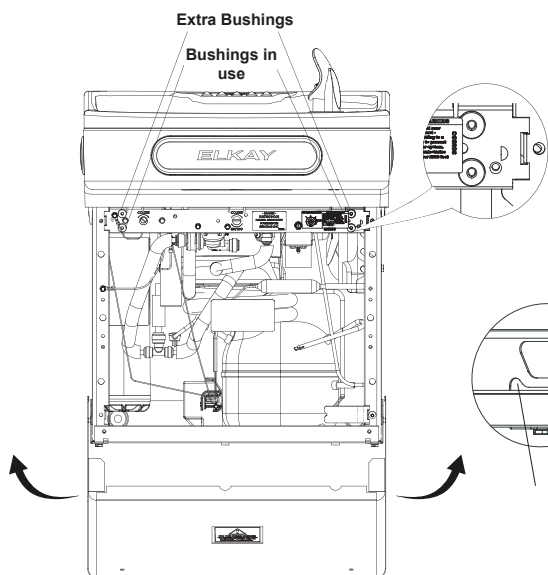


Fig. 4

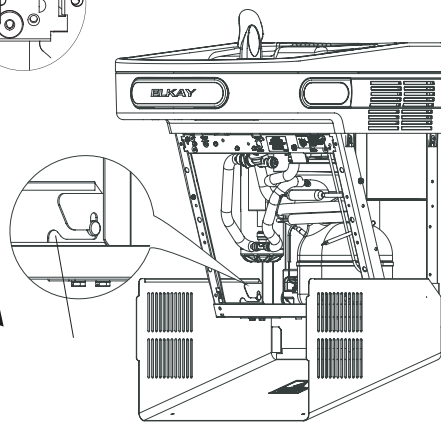


Fig. 6

**NOTE:**

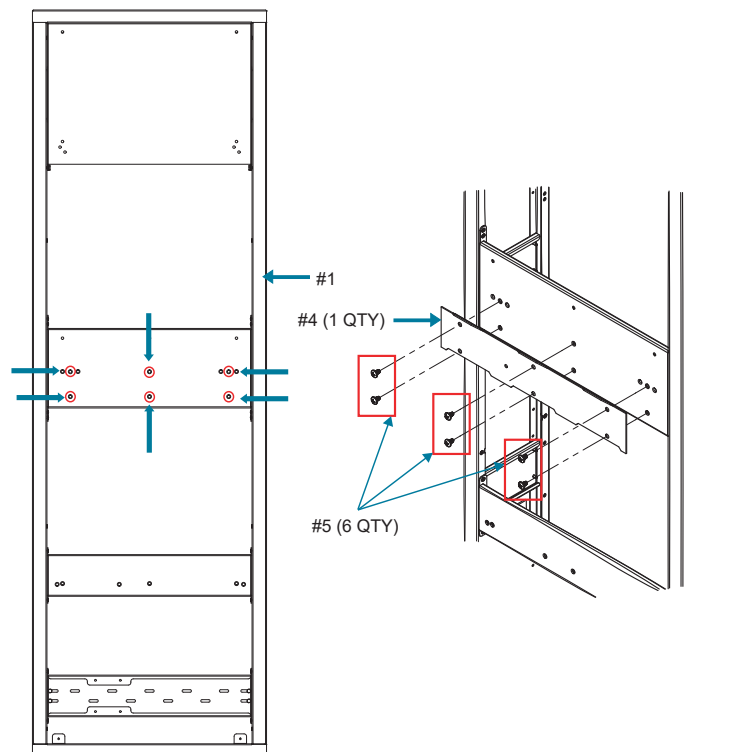
1. Ensure that there are no plumbing or external objects below the wrapper in the specified dimension. The specified (3.27") minimum distance is required for the wrapper to swing out (see Fig. 5).
2. Removing the wrapper from the pivoting bracket when servicing the unit is recommended. The wrapper may be left in place for quick serviceability (see Fig. 4).
3. When re-attaching wrapper, ensure each side of wrapper is engaged to pivoting bracket (see Fig. 6).
4. Once the wrapper is in place, rotate wrapper up and under the shroud. Ensure thru holes on wrapper are aligned with plastic bushing threads on the frame prior to engaging security screws. Ensure screw is angled relative to the ground and perpendicular to wrapper surface prior to engagement. Hand tighten prior to using hand tool to avoid cross-threading.
5. Four plastic bushings are located in the cross brace of the frame. The lower two bushings align with wrapper holes and the top two bushings are extras in case of replacement (see Fig. 4).

**4.3 Hanger Bracket Installation:**

1. Remove hanger bracket fastened (Item #4 – 1 Qty.) to back of cooler by removing one (1) screw.
2. Mount the hanger bracket with (Item #1 – 1Qty) using (Item #5 – 6 Qty.) in corresponding holes as shown. as shown in Figure 1 (Pg. 6).

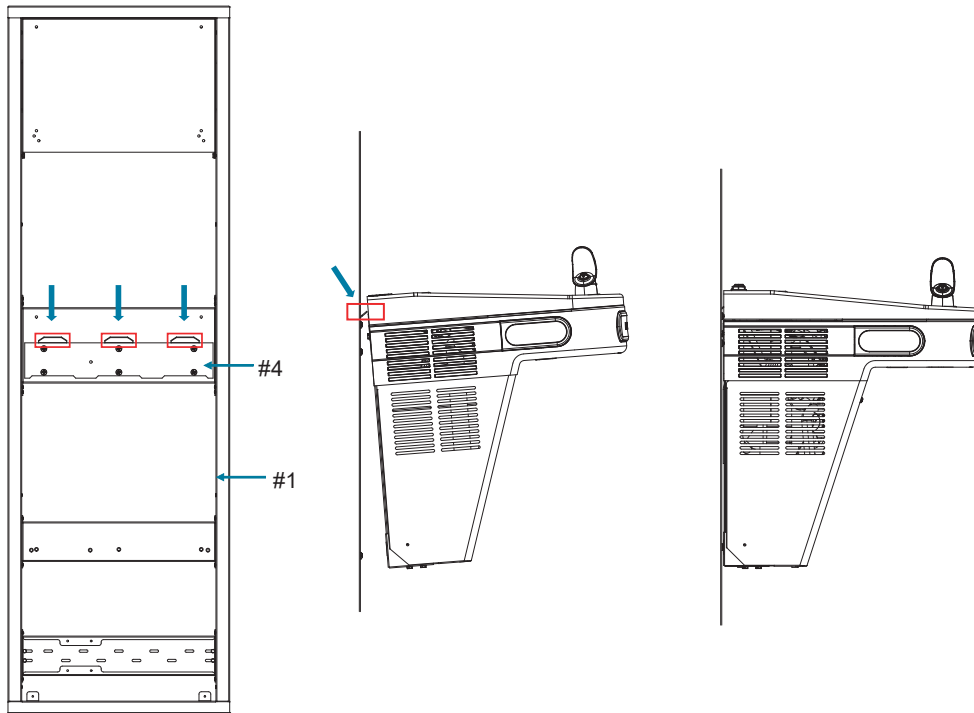
**NOTE:** Hanger Bracket MUST be supported securely. Add fixture support carrier if frame will not provide adequate support. Anchor hanger securely to frame using all six (6) 1/4 in. dia. mounting holes.

**IMPORTANT:** 5-7/8 in. (150mm) dimension from frame to centerline of trap must be maintained for proper fit.

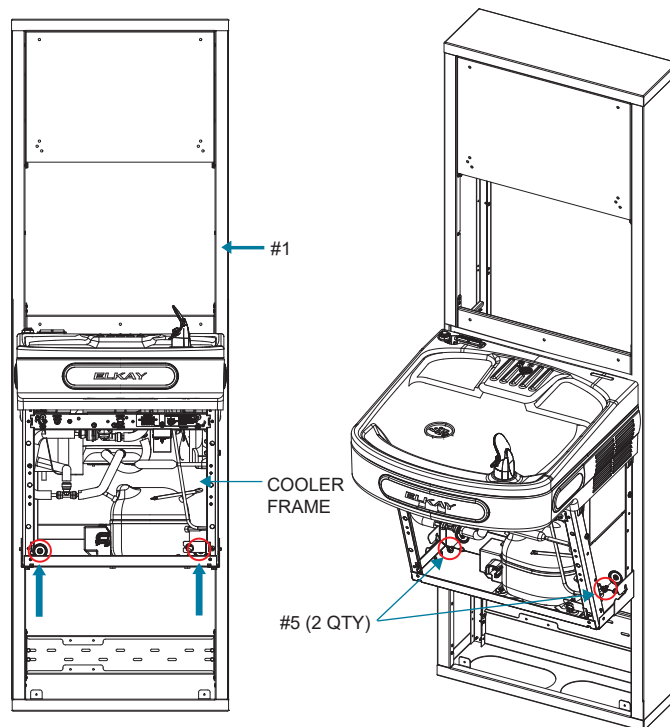


#### 4.4 Pro Variant Cooler Assembly Installation:

1. Hang the Cooler assembly on to the ( Item #4). Be certain hanger bracket is engaged properly in the slots on the cooler back as shown in Figure 1 (Pg. 6).
2. Refer Fig. 2 to 6, Pg. 9 for wrapper removing instructions.

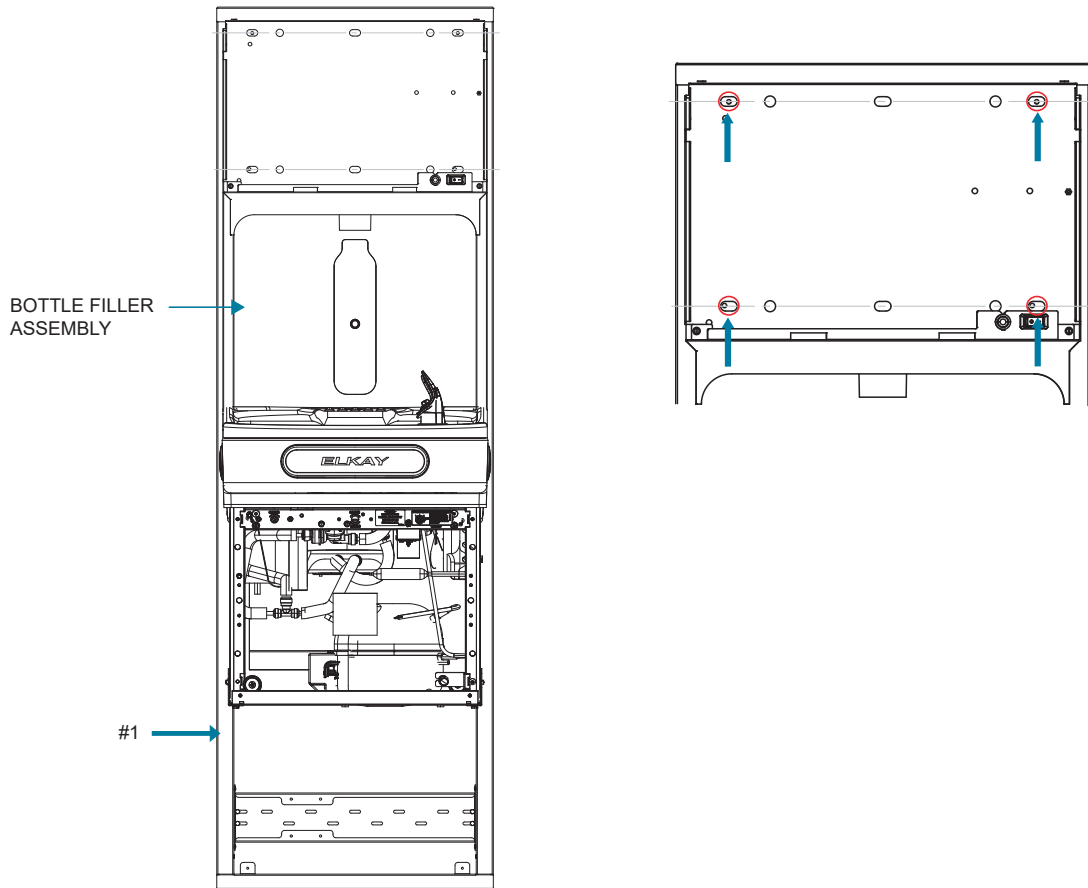


3. Secure cooler frame assembly to ( Item #1) by using ( Item #5-2 Qty) on to the corresponding holes as shown in the below figure. Make sure the screws engage in a structural member.
4. Install trap.

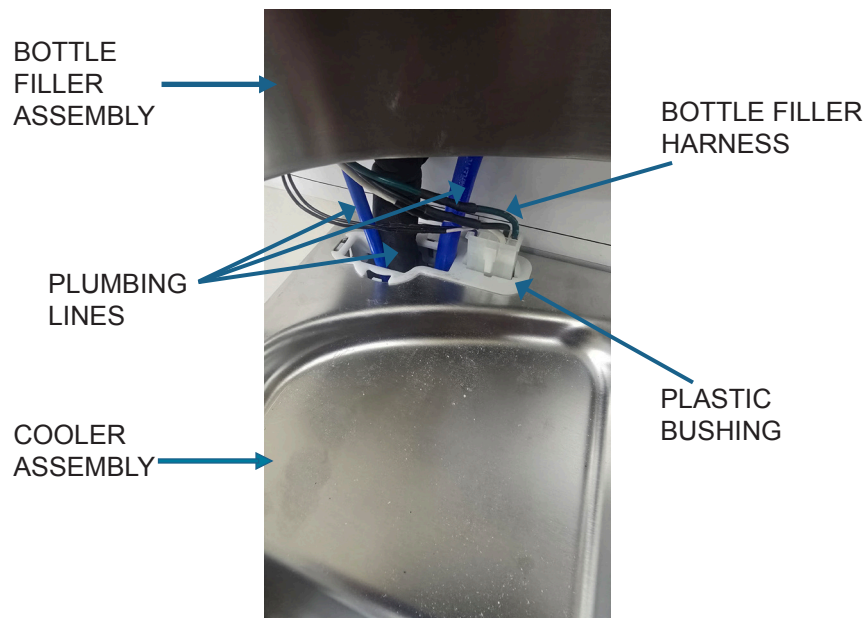


**IMPORTANT:** If it is necessary to cut the drain, loosen the screw at the black rubber boot and remove tube, check for leaks after re-assembly.

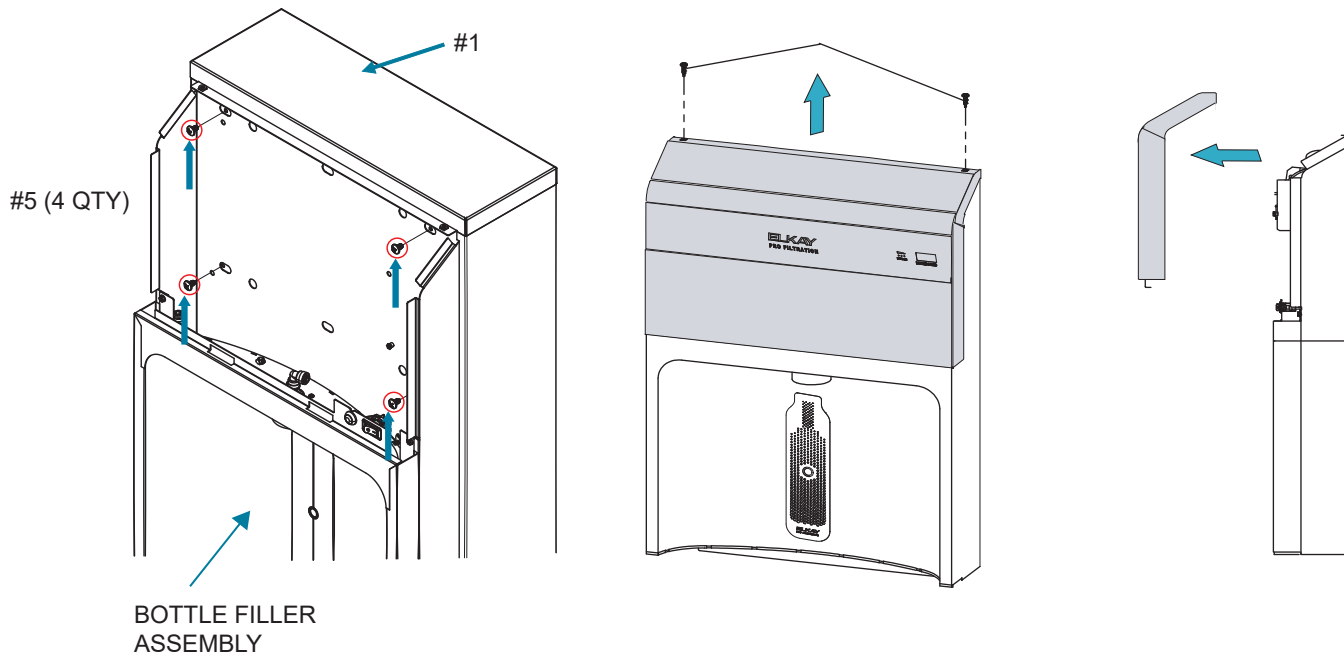
- Align Bottle filler assembly to ( Item #1 ) and make sure holes are properly aligned as shown in the below figure.



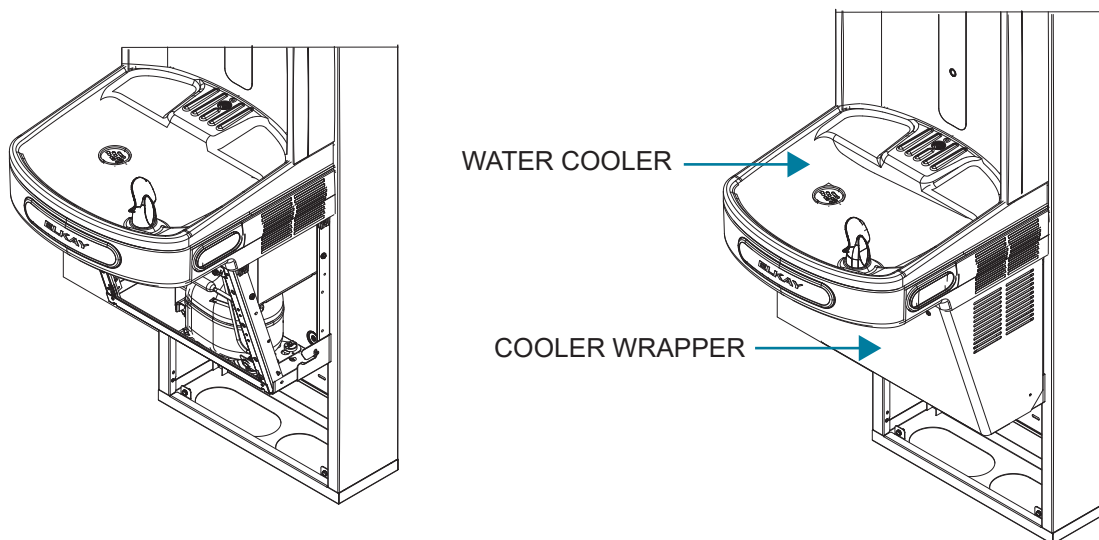
- Connect the bottle filler harness to the cooler harness before fastening the screws on the Bottle filler assembly unit.



7. Secure bottle filler assembly to ( Item #1) by using ( Item #5-4 Qty) on to the corresponding holes as shown in the below figure.



8. Install the cooler wrapper on the water cooler.

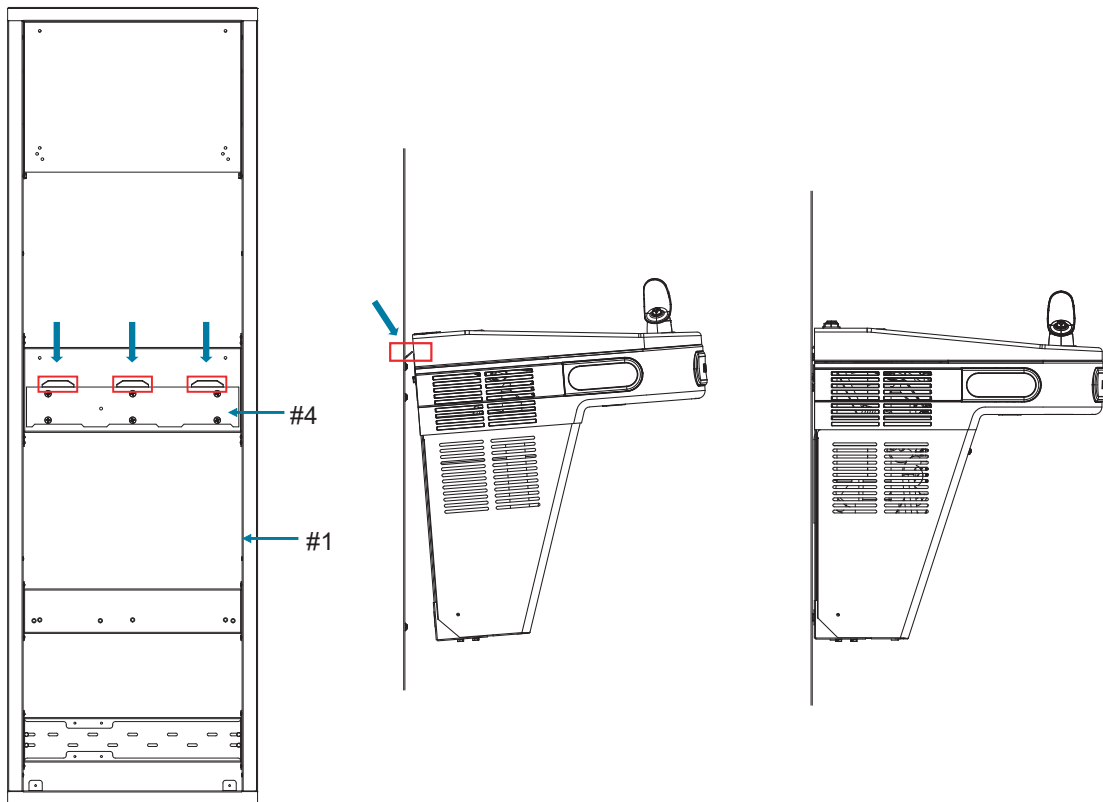


### EZ Variant

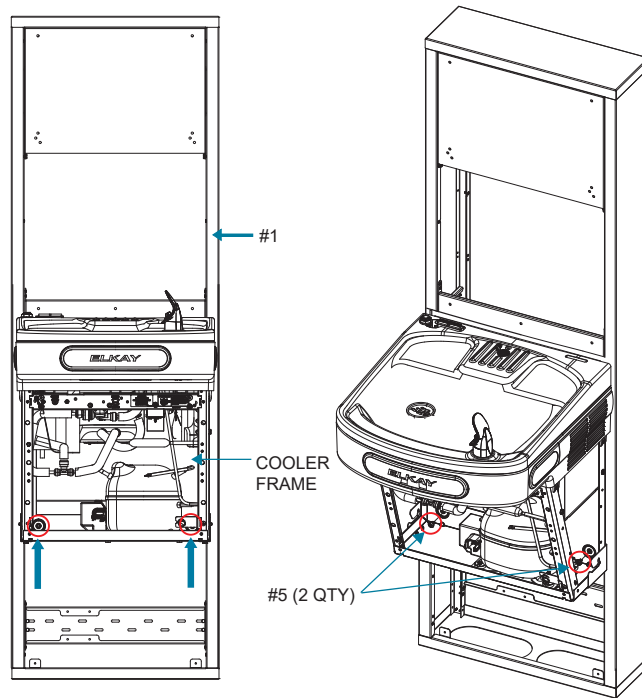
| Item No. | Description  | Qty. |
|----------|--|------|
| 1        | EZ Frame   | 1    |
| 2        | EZ Frame Top Flip Structural Cover   | 1    |
| 3        | EZ Frame Bottom Flip Accessory Cover   | 1    |
| 4        | Cooler Hanger Bracket<br>(* Hanger Bracket Would Be a Part of Cooler Bottle Filler Assembly) | 1    |
| 5        | 1/4-20 Flanged HHTC Serrated Screw   | 13   |
| 6        | Screw - #8-32 X .44 HHTC   | 4    |

#### 4.5 EZ Variant Cooler Assembly Installation:

1. Hang the Cooler assembly on to the ( Item #4) and make it rest at the bottom as shown in the below figure.

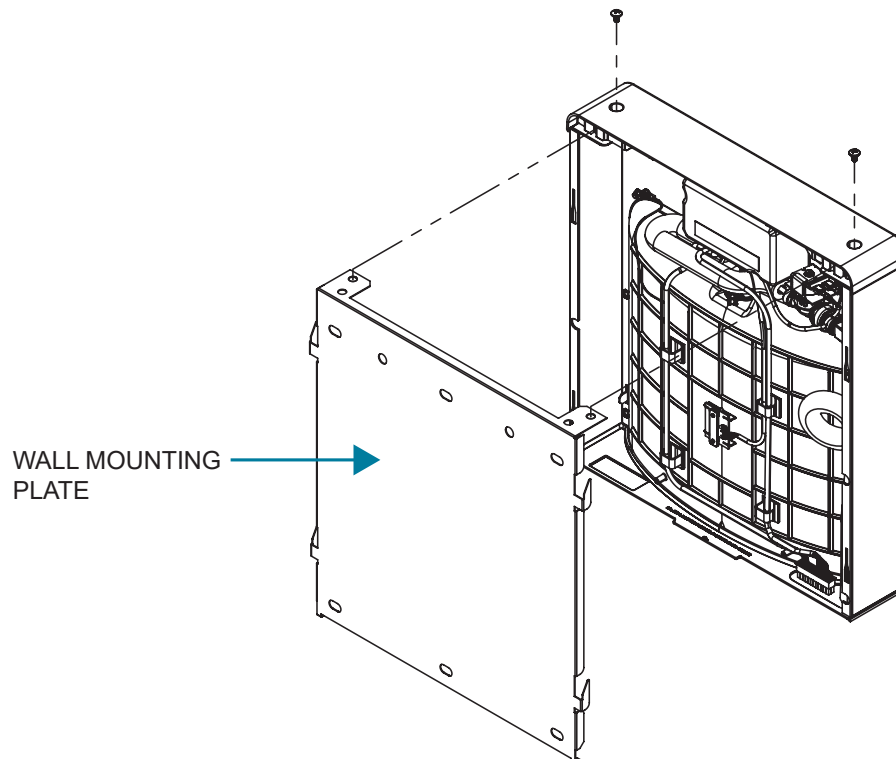


- Secure cooler frame assembly to ( Item #1) by using ( Item #5-2 Qty) on to the corresponding holes as shown in the below figure.

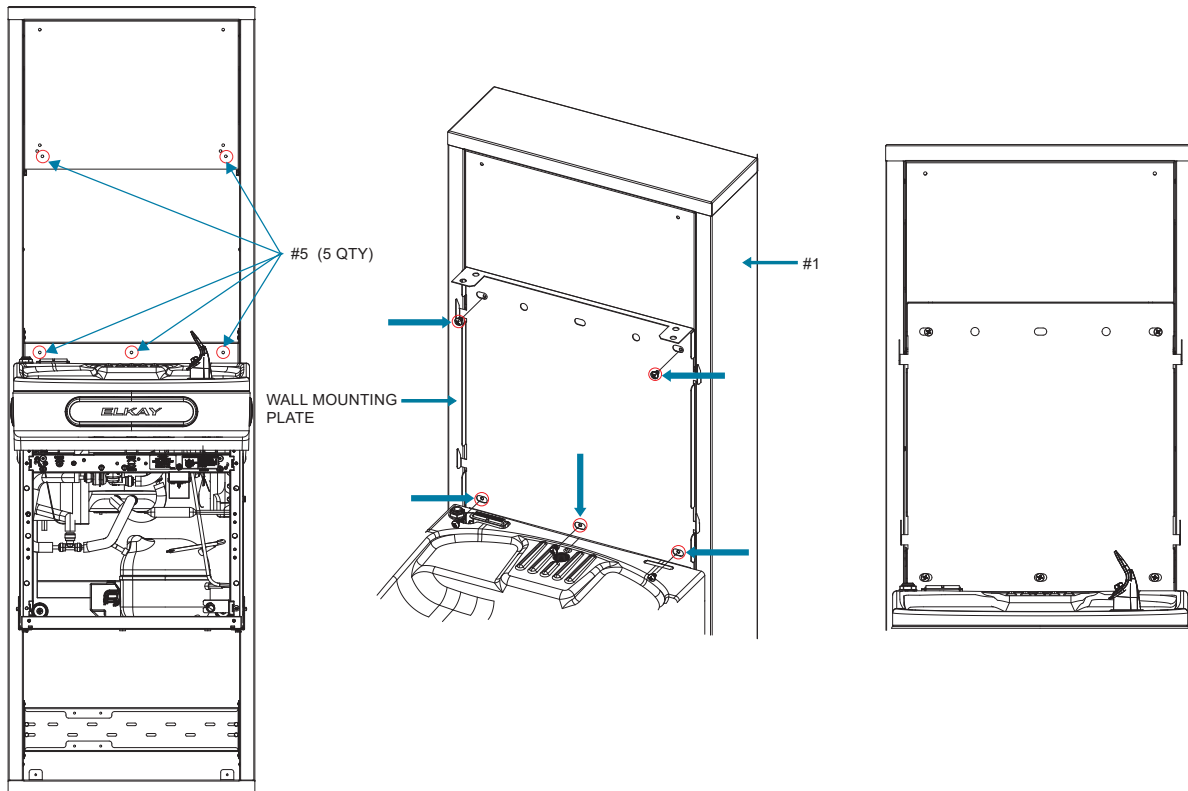


#### 4.6 Bottle Filler Assembly Installation Instructions for EZ Config:

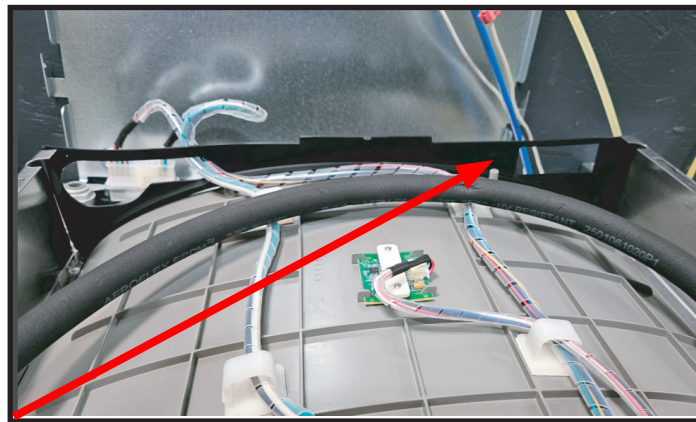
- Remove Wall mounting plate from Bottle Filler assembly by removing existing two (2) mounting screws as shown.



2. Align and Fasten Wall mounting plate with ( Item #1 – 1Qty ) using (Item #5 – 5 Qty.) in corresponding holes as shown.

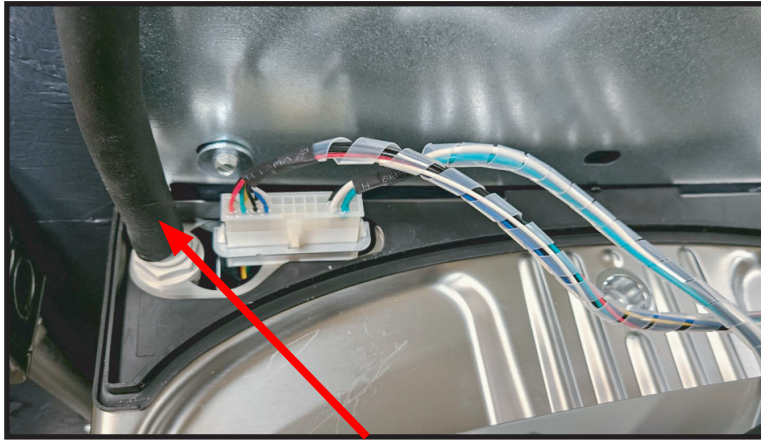


3. Connect the bottle filler harness to the cooler harness before fastening the screws on the Bottle filler assembly unit.



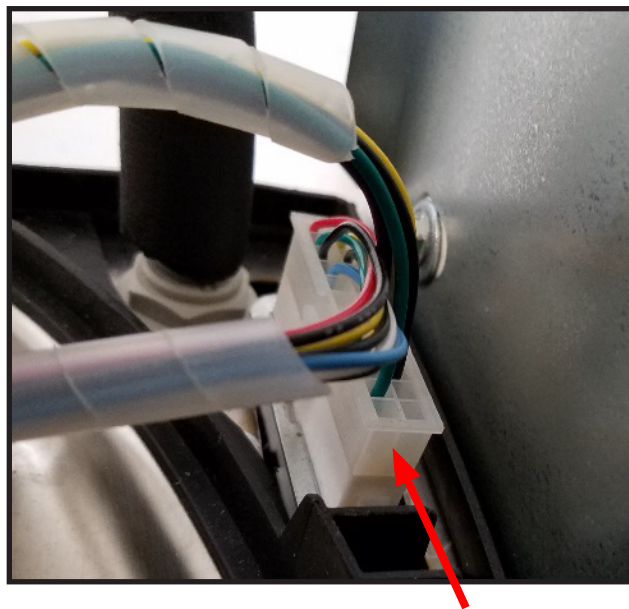
**Fig. 7**

Lay gasket along back of bottle filler mounting plate. Align BF and lay on cooler basin.



**Fig. 8**

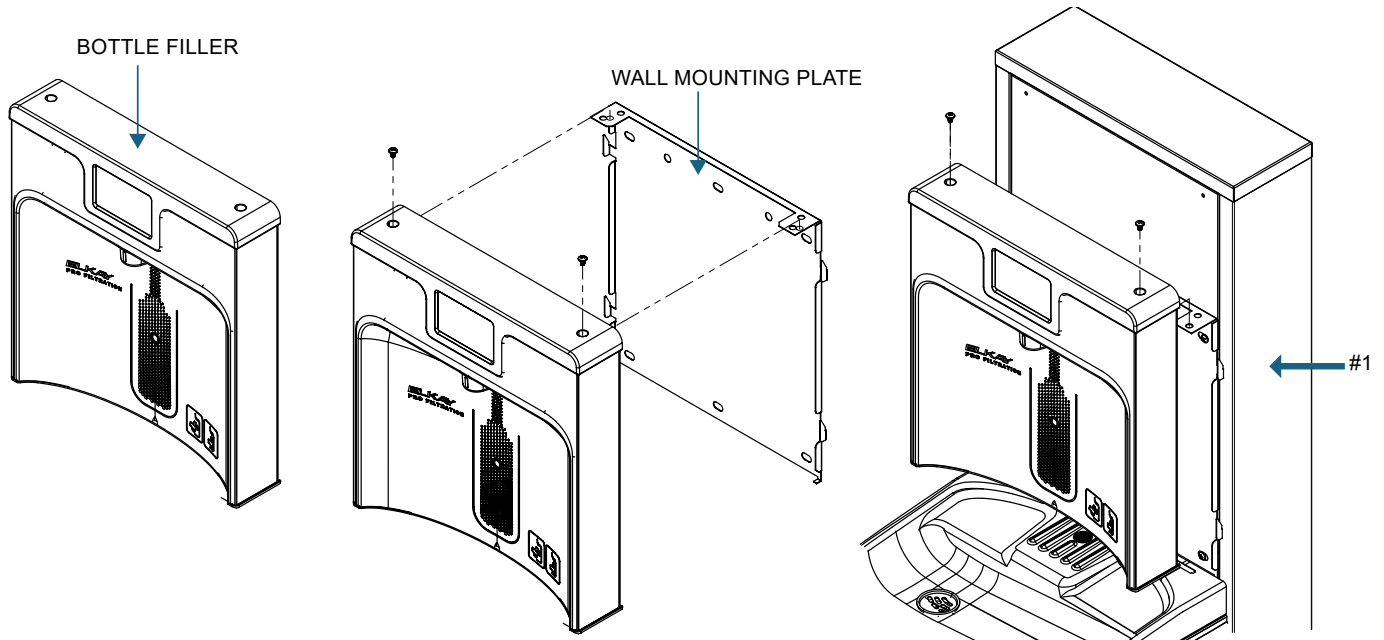
Attach the 3/8 water line into the bulkhead fitting.



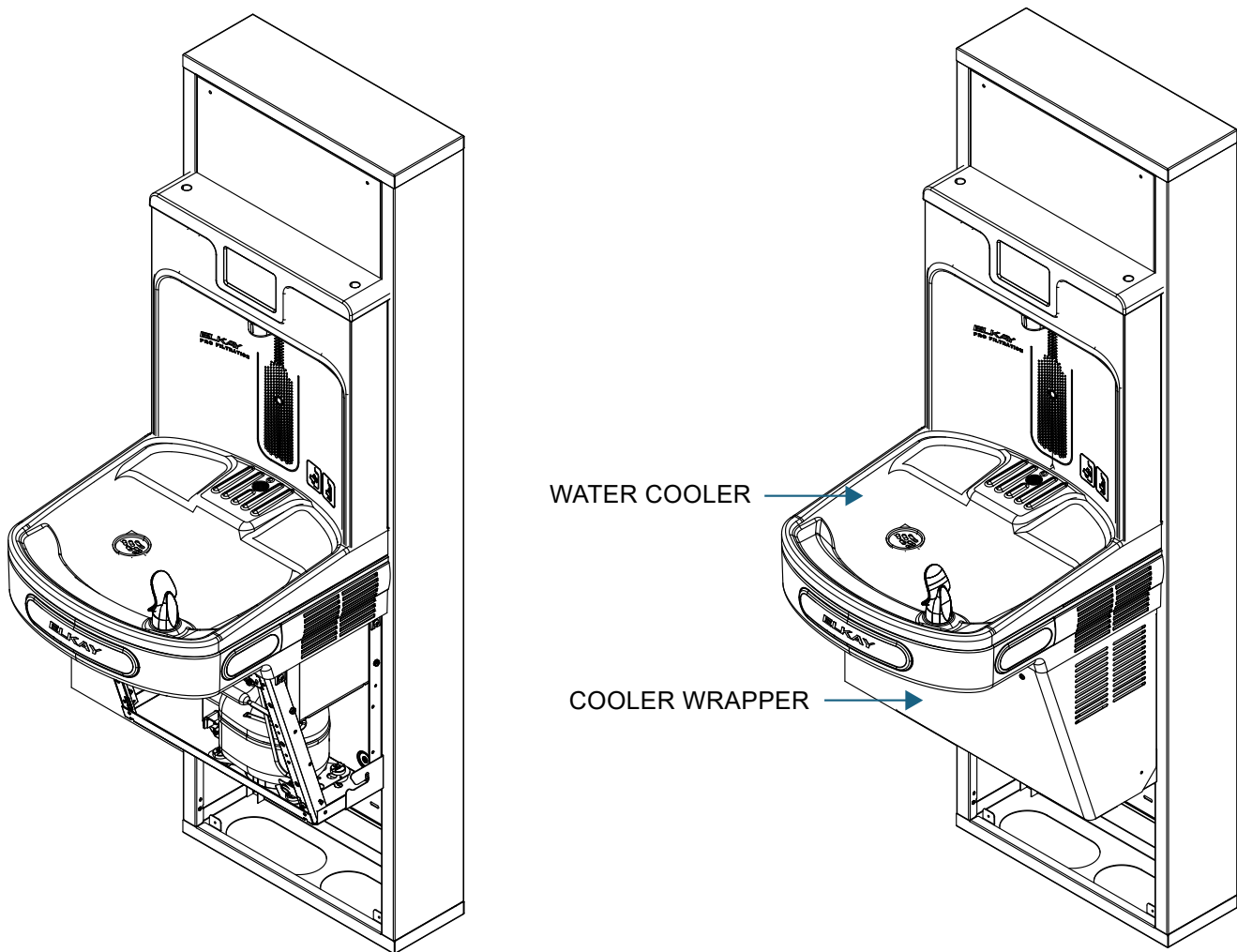
**Fig. 9**

Connect the bottle filler electrical harness.

4. Secure Bottle filler to Wall mounting plate by using the existing mounting screws on to the corresponding holes as shown in the figure.



5. Install the cooler wrapper on water cooler.

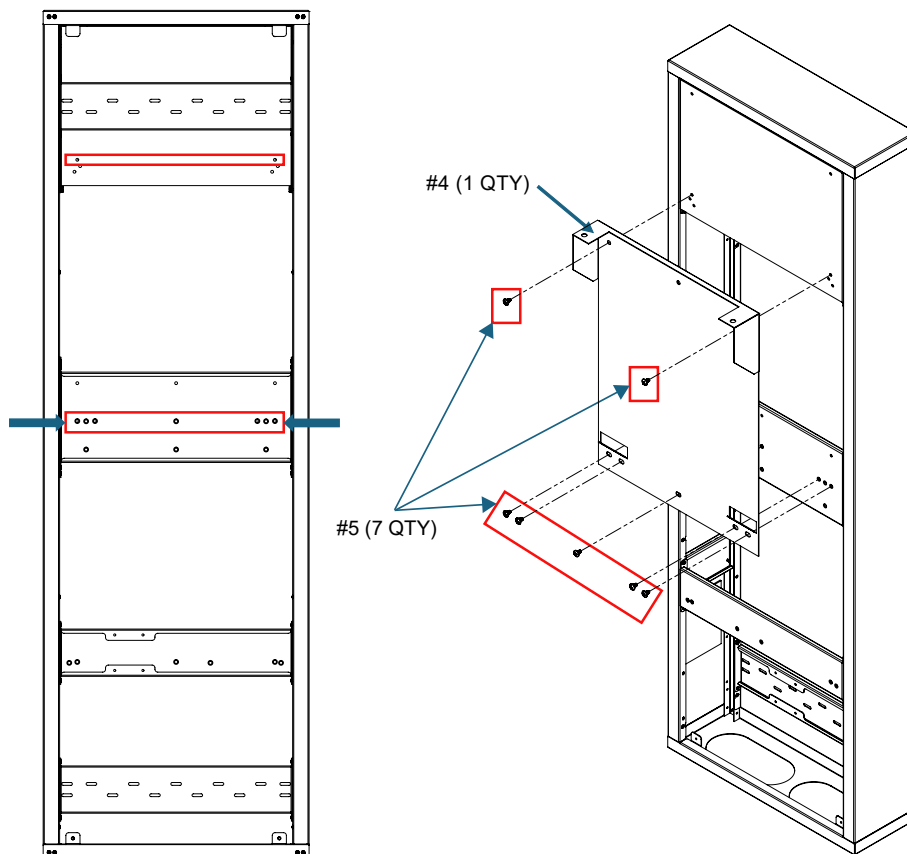


### VR Variant

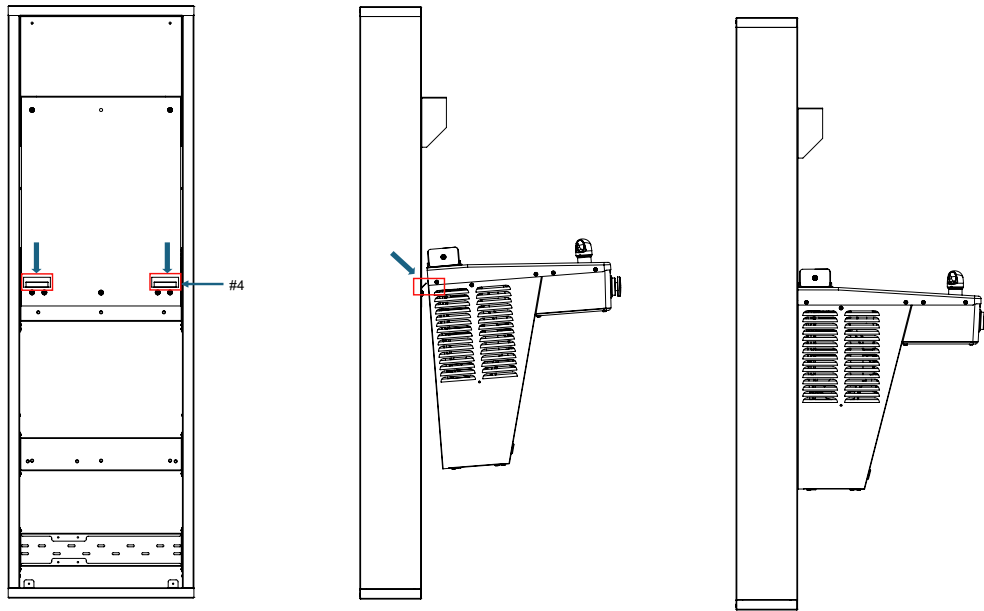
| Item No. | Description  | Qty. |
|----------|--|------|
| 1        | EZ Frame   | 1    |
| 2        | EZ Frame Top Flip Structural Cover   | 1    |
| 3        | EZ Frame Bottom Flip Accessory Cover   | 1    |
| 4        | Cooler Hanger Bracket<br>(* Hanger Bracket Would Be a Part of Cooler Bottle Filler Assembly) | 1    |
| 5        | 1/4-20 Flanged HHTC Serrated Screw   | 9    |
| 6        | Screw - #8-32 X .44 HHTC   | 4    |

#### 4.7 VR Variant Cooler Assembly Installation:

1. Align and Fasten ( Item #4 – 1 Qty. ) with ( Item #1 – 1Qty ) using (Item #5 – 7 Qty.) in corresponding holes as shown.

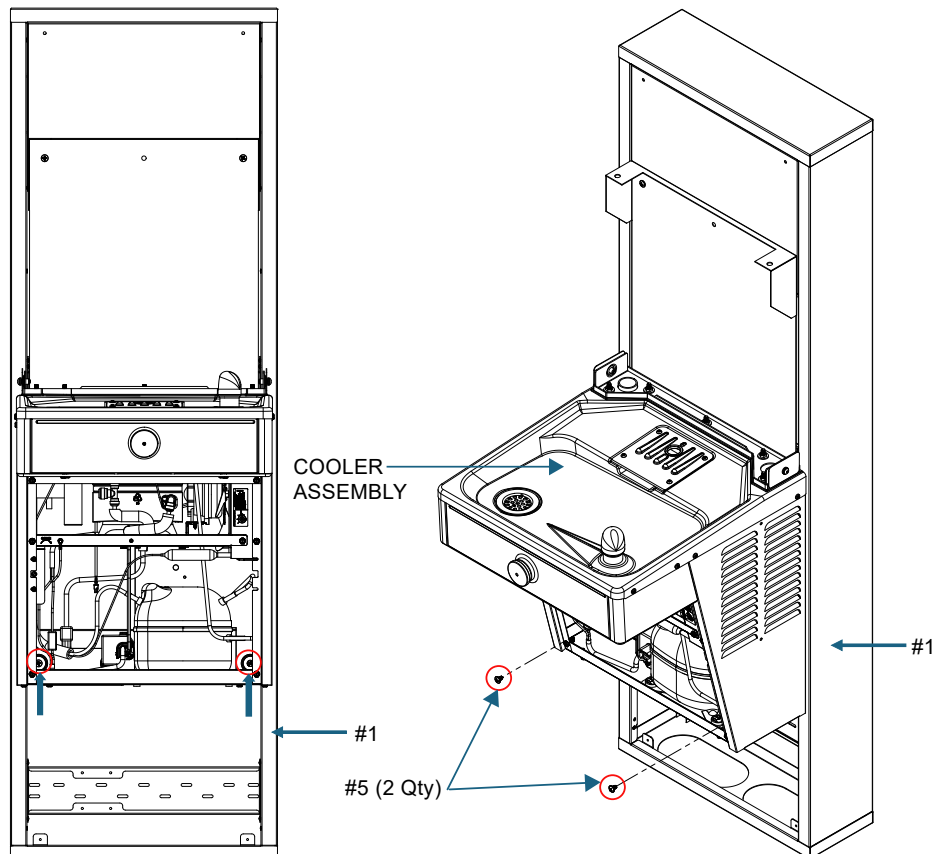


2. Hang the Cooler assembly on to the ( Item #4) and make it rest at the bottom as shown in the below figure.

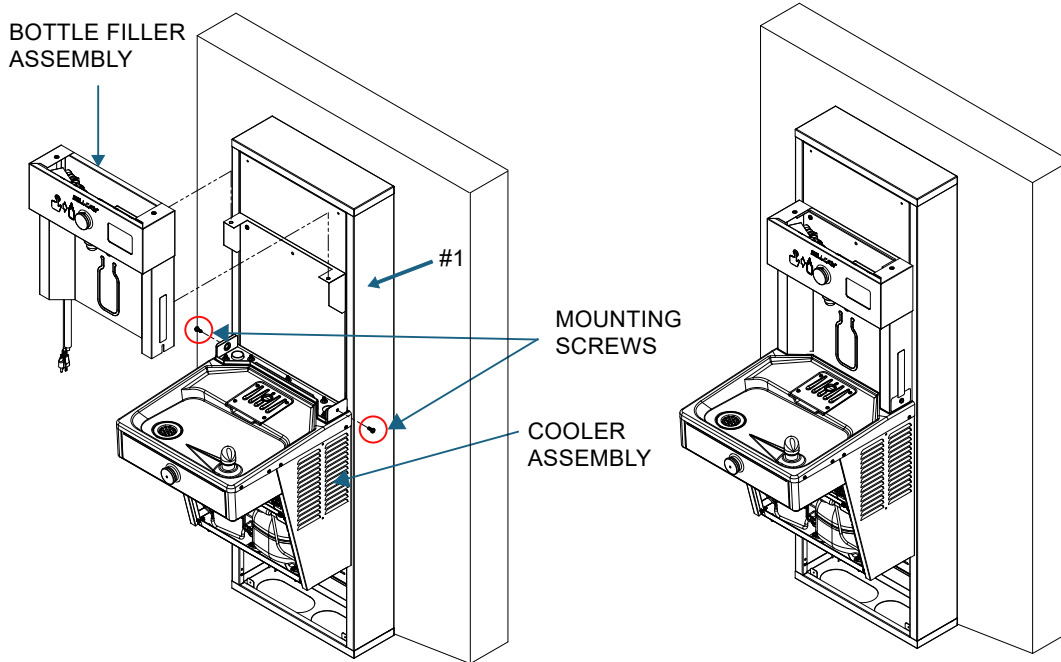


3. Connect drain and water inlet to cooler as required.

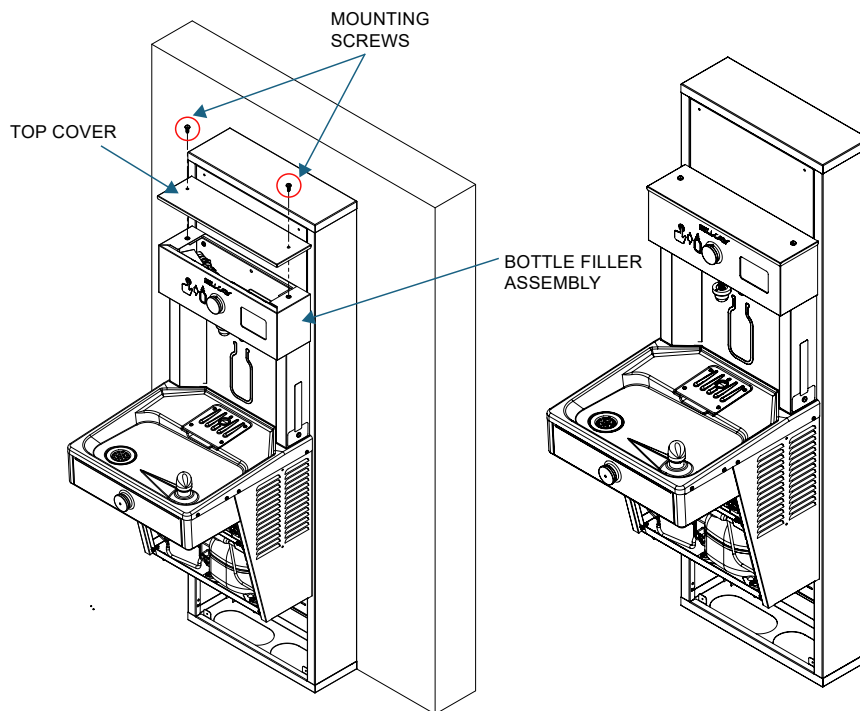
4. Secure cooler frame assembly to ( Item #1) by using ( Item #5-2 Qty) on to the corresponding holes as shown in the below figure.



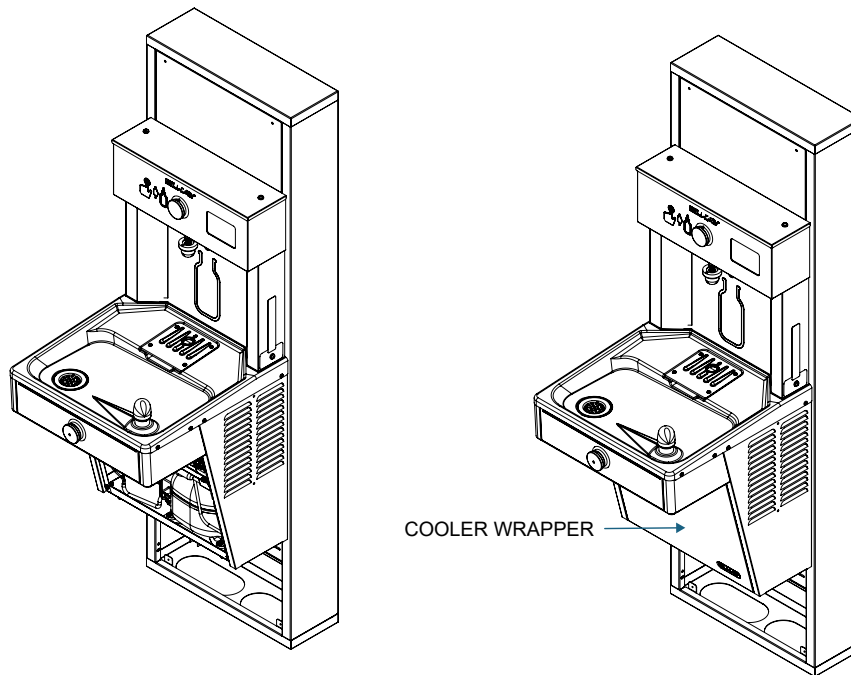
- Secure Bottle filler assembly to Cooler assembly by using the existing mounting screws on to the corresponding holes as shown in the figure.



- Connect Bottle Filler waterline inside of the water cooler by connecting the 3/8" water line to the tee.
- Secure Top cover to Bottle filler assembly by using Existing mounting screws on to the corresponding holes as shown in the below figure.



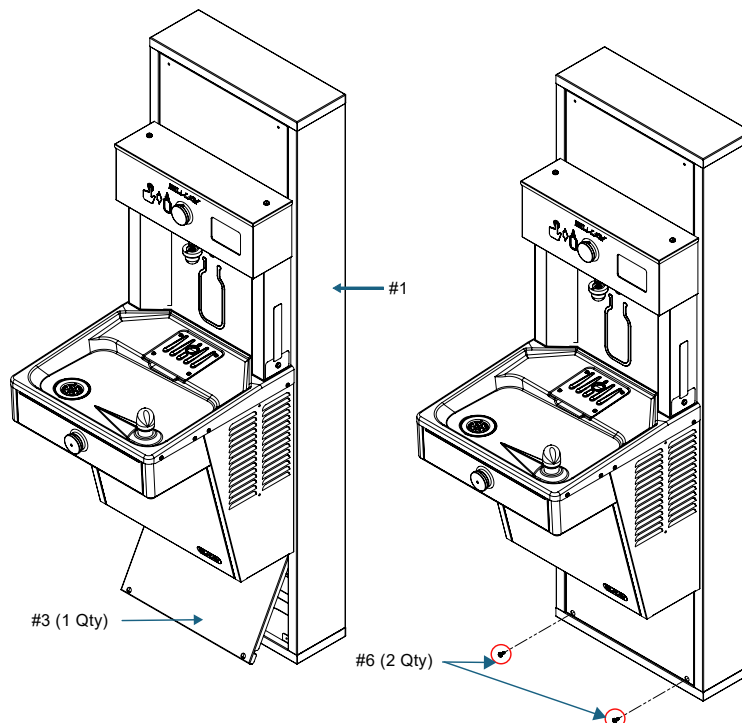
8. Turn water supply on and inspect for leaks. Fix all leaks before continuing.
9. Once unit has been inspected for leaks and if any leaks that are found are corrected, plug Bottle Filler and (L)VRC unit into wall. Be sure to reinstall fuse to the circuit or switch the circuit breaker back to the "ON" position.
10. Install the cooler front panel on water cooler.



#### 4.8 Lower Panel Installation Instruction for PRO || EZ || VR:

1. Align and Fasten ( Item #3 – 1 Qty. ) with ( Item #1 – 1Qty ) using (Item #6 – 2 Qty.) in corresponding holes on both left and right locations as shown.

**NOTE:** The cooler and bottle filler assembly configurations are different for each variant (PRO / EZ / VR).



**5. EZ Frame service kit**

| Item Number | Item Description                        |
|-------------|---|
| 2000003249  | EZ Frame                                |
| 2000003252  | EZ Frame Corrosion Resistant Bottom Kit |
| 2000003253  | EZ Frame Trim Plate Kit                 |



**2000003176**

Patent [zurnelkay.com/patents](http://zurnelkay.com/patents)

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