This procedure demonstrates how to properly clean and sanitize the Keurig® K150/ K150P brewer.

This procedure should take approximately 30 minutes.

Tools Needed
- Clean & Sanitize Kit (if available)
- Available sink

Cleaning

1. Carefully unplug brewer and bring to sink.

2. K150: remove Reservoir and drain (see FIG. 1).
   K150P: turn water OFF and disconnect water line (see Fig. 2).

3. Lift handle and remove any used K-Cup® pods that may be present (see FIG. 3).
Cleaning continued

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Remove rear Door Hatch and locate drain tubes at rear of brewer and carefully drain (see FIG. 4).

**CAUTION: WATER MAY BE VERY HOT**

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Remove all parts as shown below (see FIG. 5).
Clean and sanitize thoroughly per Clean & Sanitizing procedure (see pg. 3).
Follow up with wipes on all exterior of brewer.

**Features Keurig® — Model K150 Brewer**

A. Water Reservoir Lid
B. Water Reservoir
C. Water Reservoir Lock Tab Slots
D. Handle
E. K-Cup® Pack Holder Funnel
F. K-Cup® Pack Holder (E and F are the K-Cup® Pack Holder Assembly)
G. K-Cup® Pack Assembly Housing
H. Lid
I. Drip Tray Base
J. Drip Tray
K. Drip Tray Plate
L. LCD Screen
M. BREW Button
N. House
O. Power Switch
P. Power Cord
Q. Removal Float
R. Removal Puncture Plate

**CAUTION: SHARP NEEDLE**
Cleaning & Sanitizing Procedure

### Cleaning Solution
1. Prepare Urnex Rinza solution by adding 8 oz (240 ml) of Urnex Rinza concentrate to 1 gallon (3.5 L) of warm tap water (or equivalent dilution).
2. Mix well and use immediately.
3. Soak removed parts for 30 minutes in solution.
   - If parts could not be removed from the appliance, then add cleaning solution to a soft cloth and use it to coat appliance parts then let sit for 30 minutes.

### Sanitizing Solution
1. Prepare Urnex Complete Café Sanitizer Solution by adding 0.5 oz (15 mL) of Urnex Complete Café concentrate to 1 gallon (3.7 L) of warm tap water.
2. Mix well and use immediately.
3. Soak parts in solution for 1 minute.
   - If parts could not be removed from the appliance, then add sanitizing solution to a soft cloth and use it to coat appliance parts then let sit for 1 minute.
4. Remove parts from solution and allow to drain and dry completely.
   - Do NOT rinse.
   - If parts were not removed from the appliance, wipe with a clean soft cloth and let air dry.
   - Do NOT rinse or apply water.

### Sanitize Machine Surfaces (as needed)
1. Prepare a solution of 4 mL of Urnex Complete Café Sanitizer to 1 L of water in a spray bottle.
2. Spray exterior surface of appliance and allow solution to remain on surface for 1 minute.
3. Wipe away with clean cloth and allow to fully air dry.

### Urnex Café Wipz
These can be used to wipe down any components of the brewer that cannot be easily removed.

### Urnex Cleaning Pods
These can be used during Cleansing brews to clean the bottom of the pod holder and exit needle.
Running a Cleansing Brew

1. Reassemble all parts removed ensuring that the Removable Float (item Q) is installed correctly.
   - **K150**: fill Reservoir with fresh water (see FIG. 1).
   - **K150P**: reconnect water line and turn valve **ON** (see FIG. 2). **CHECK FOR LEAKS**.

2. Plug brewer into a grounded outlet and press Power Switch (item O).
   - Located at top left hand side at rear of brewer.
   - The brewer's LCD Display will display the power up welcome screen (see FIG. 3).

3. Please wait until the water reaches the correct temperature (less than 3 minutes) (see FIG. 4).

4. The LCD Display will change & notify when ready (see FIG. 5).
Running a Cleansing Brew continued

Open and close Handle.

Do **NOT** insert a K-Cup® pod.

Select the 10 oz Brew Size.

Press the BREW button.

Pour **HOT** water into sink.

**NOTE:** If available, an Urnex cleaning pod can be used for one of the Cleansing Brew cycles

*Repeat Cleansing Brew 3 times*

Procedure complete!

If you have any questions please contact Keurig Commercial Technical Support: 888-287-2739 option 5.