

READ AND SAVE THESE INSTRUCTIONS



12 Cup Coffeemaker

**USE AND CARE GUIDE FOR
MODEL MECM12CAN/MECM12WHTCAN**



IMPORTANT SAFEGUARDS

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

- Read all instructions.
- Do not touch hot surfaces. Use handles or knobs.
- To protect against electric shock, do not place cord, plugs or appliance in water or other liquid.
- Close supervision is necessary when any appliance is used by or near children.
- Unplug from outlet when not in use and before cleaning. Allow to cool before putting on or taking off parts, and before cleaning the appliance.
- Do not operate any appliance with a damaged cord or plug or after the appliance malfunctions, or has been damaged in any manner. Contact Consumer Service for examination, repair or adjustment.
- The use of an accessory not evaluated for use with this appliance may cause injuries.
- Do not use outdoors.
- Do not let cord hang over edge of table or counter, or touch hot surfaces.
- Do not place on or near a hot gas or electric burner, or in a heated oven.
- To disconnect, turn any control to OFF, then remove plug from the wall outlet.
- Do not use appliance for other than intended use.
- Be certain Lids are securely in place before operating appliance.
- Scalding may occur if the Lids are removed during the brewing cycles.
- The Carafe is designed for use with this appliance. It must never be used on a range top.
- Do not set a hot Carafe on a wet or cold surface.
- Do not use a cracked Carafe or a Carafe having a loose or weakened handle.
- Do not clean Carafe with cleansers, steel wool pads, or other abrasive material.

SAVE THESE INSTRUCTIONS
THIS PRODUCT IS FOR HOUSEHOLD USE ONLY.

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.

- All users of this appliance must read and understand this Use and Care Guide before operating or cleaning this appliance.
- The cord to this appliance should be plugged into a 120V AC electrical outlet only.
- 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.
- **DO NOT** attempt to move an appliance containing hot liquids. Allow appliance to cool completely before moving.
- 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.
- If this appliance begins to malfunction during use, immediately unplug the cord. Do not use or attempt to repair the malfunctioning appliance.
- If this appliance falls or accidentally becomes immersed in water or any other liquid, unplug it immediately. **Do not reach into the water! Do not use this appliance after it has fallen into or has become immersed in water.** Contact Consumer Service for examination and repair.
- Do not leave this appliance unattended during use.
- The appliance must be left to cool down sufficiently before adding more water to avoid splattering.
- 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.
- **DO NOT** put Carafe into a microwave.
- **DO NOT** leave empty Carafe on Warming Plate when appliance is turned ON, as the Carafe may crack or become otherwise damaged.
- **CAUTION:** To prevent injury when utilizing Pause and Pour (drip-stop) feature, replace Carafe within 1 minute of removing during brewing process.

Polarized Plug

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

Short Cord Instructions

A short power-supply cord is provided to reduce the risk resulting from becoming entangled in or tripping over a longer cord.

Do not use an extension cord with this product.

Plasticizer Warning

CAUTION: To prevent Plasticizers from migrating from the finish of the countertop or tabletop or other furniture, place **NON-PLASTIC** coasters or placemats 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.

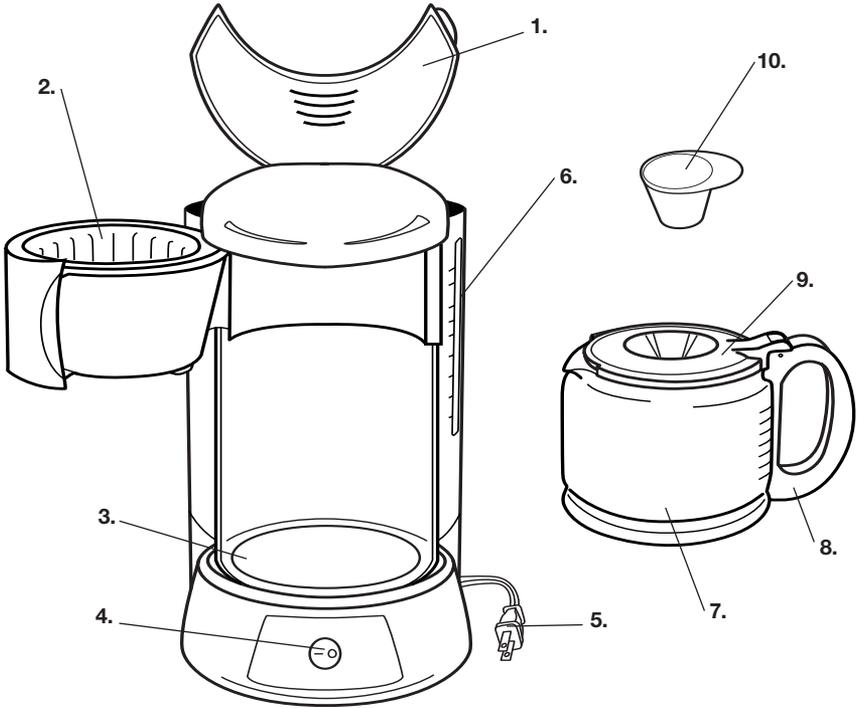
Electric Power

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.

WARNING: TO REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK, DO NOT REMOVE THE BOTTOM COVER. NO USER-SERVICEABLE PARTS INSIDE. REPAIR SHOULD BE DONE BY AUTHORIZED SERVICE PERSONNEL ONLY.

Your product may vary slightly from illustration.

Parts Identification



- 1. Water Reservoir Cover
- 2. Removable Filter Basket (P/N 31021)
- 3. Warming Plate
- 4. Power ON/OFF Switch
- 5. Polarized Plug

- 6. Water Reservoir
- 7. Carafe (P/N 31022)
- 8. Handle
- 9. Carafe Lid (P/N 31023)
- 10. Coffee Measuring Spoon (P/N 31024)

NOTE: All Part Numbers listed above are for the black model Coffeemaker. To replace white parts, add “W” suffix. For example, to order a white Carafe, use P/N 31022W.

Before Using For The First Time

1. Remove all packing material from the inside and outside of the Coffeemaker.
2. Wash the Carafe, Water Reservoir Cover, and Removable Filter Basket in a mixture of mild detergent and water. Rinse each thoroughly.
3. Fill the Carafe with fresh water to 12 cups. Lift the Water Reservoir Cover and carefully pour water into Water Reservoir. Close Water Reservoir Cover. Place the empty Carafe on the Warming Plate.
4. Turn your Coffeemaker ON.
5. Brew 1 Carafe of plain water and discard after cycle is complete. Your Coffeemaker is now ready to use.

Brewing Instructions

1. Be sure the Power ON/OFF Switch is in the OFF (0) position.
2. Plug Coffeemaker into a 120V AC electrical outlet.
3. Fill Carafe with cold water.
4. Lift the Water Reservoir Cover and carefully pour water into Water Reservoir. Close Water Reservoir Cover.
5. Swing the Removable Filter Basket open and insert a paper filter or permanent filter into the Removable Filter Basket. Using the Coffee Measuring Spoon, add the desired amount of coffee and shake slightly to level coffee.
6. Swing the Removable Filter Basket back and ensure the Removable Filter Basket is in the closed position.
7. Place the empty Carafe onto the Warming Plate.
8. Press the Power ON/OFF Switch to the ON (-) position.

Auto Pause and Pour Feature

1. This Coffeemaker is designed to allow you to remove the Carafe and pour a cup of coffee before the entire Carafe is brewed. After approximately 2 cups of coffee have been brewed, the Carafe may be removed slowly and the coffee will stop dripping.
2. The Pause and Pour Assembly is located on the bottom of the Removable Filter Basket and is activated when the Carafe is removed.
3. When using this feature, make sure that the Carafe is replaced under the Removable Filter Basket within 1 minute to prevent overflow.

User Maintenance Instructions

This appliance requires little maintenance. It contains no user serviceable parts. Do not try to repair it yourself. Refer it to a qualified appliance repair technician if servicing is needed.

WARNING: Unplug from wall outlet before cleaning.

Care And Cleaning Instructions

1. Before cleaning make sure the Power ON/OFF Switch is in the OFF (0) position. Allow Coffeemaker to cool 10 minutes before cleaning.
2. Open the Removable Filter Basket and remove the paper or permanent filter, discard coffee grounds. Wash Carafe and Removable Filter Basket in warm sudsy water. Wipe the outside of the Coffeemaker and Warming Plate with a soft cloth. Dry thoroughly. Swing the Removable Filter Basket back to the closed position. Place the empty Carafe onto the Warming Plate.
3. Never use rough cloths or abrasives as they may damage the finish of the Coffeemaker.

Care And Safety Instructions For Your Carafe

- Do not heat when empty.
- Do not place Carafe on hot gas or electric burner.
- Do not place Carafe in a microwave or heated conventional oven.
- Do not clean Carafe with abrasive cleaners, steel wool pads, or any other abrasive materials.
- Hand wash the Carafe and Lid in hot, sudsy water. Do not place in dishwasher.
- Do not set hot Carafe on a wet or cold surface.
- Do not use if Carafe is chipped, cracked or damaged in any manner.
- Avoid rough handling and sharp blows.
- Keep Lid on Carafe while serving and brewing.

Descaling

We recommend that you descale your Coffeemaker once a month because mineral deposits can form a coating in the Coffeemaker, causing slower brewing time and possibly an off flavor in the coffee. Use a cleaner recommended for coffeemakers or the solution described below. To descale your unit:

1. Fill Carafe with 1 part vinegar to 3 parts water. Pour water and vinegar solution into Water Reservoir.
2. Place a filter into the Removable Filter Basket. Swing the Removable Filter Basket back and ensure the Removable Filter Basket is in the closed position.
3. Place the empty Carafe on the Warming Plate. Press the Power ON/OFF Switch to the ON (-) position. When 3 cups have flowed through, turn the Coffeemaker off and let stand for 1/2 hour.
4. Turn the Coffeemaker on and let all of the vinegar solution flow through.
5. Discard the vinegar solution and the paper filter.
6. To flush out all traces of vinegar solution, pour a Carafe full of tap water into the Coffeemaker, press the Power ON/OFF Switch to the ON (-) position., and allow solution to cycle through.
7. Discard the water and turn the Coffeemaker on. Repeat steps #6 and #7.

NOTE: An easy way to determine if all the vinegar has been rinsed out is to sprinkle a small amount of baking soda into the water in the Carafe after it has completed the brewing cycle. The baking soda will react with the vinegar. A gentle fizzing indicates that there is still vinegar in the water and the procedure should be repeated. If there is no reaction then it means that all of the vinegar has been rinsed clean.

LIMITED ONE-YEAR WARRANTY

Warranty Coverage: This product is warranted to be free from defects in materials or workmanship for a period of one (1) year from the original purchase date. This product warranty is extended only to the original consumer purchaser of the product and is not transferable. For a period of one (1) year from the date of original purchase of the product, our Repair Center will, at its option, either (1) repair the product or (2) replace the product with a reconditioned comparable model. These remedies are the purchaser's exclusive remedies under this warranty.

Warranty Service: To obtain warranty service, you must call our warranty service number at 1-800-233-9054 for return instructions on how to deliver the product, in either the original packaging or packaging affording an equal degree of protection to the Repair Center specified below. You must enclose a copy of your sales receipt or other proof of purchase to demonstrate eligibility for warranty coverage.

To return the appliance, ship to: **To contact us**, please write to, call, or email:

ATTN: Repair Center
708 South Missouri Street
Macon, MO 63552 USA

Consumer Relations Department
PO Box 7366
Columbia MO 65205-7366 USA
1-800-233-9054
E-mail:consumer_relations@toastmaster.com

What Is Not Covered: This warranty does not cover damage resulting from misuse, accident, commercial use, improper service or any other damage caused by anything other than defects in material or workmanship during ordinary consumer use. This warranty is invalid if the serial number has been altered or removed from the product. This warranty is valid only in the United States and Canada.

LIMITATION ON DAMAGES: THERE SHALL BE NO LIABILITY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR BREACH OF ANY EXPRESS OR IMPLIED WARRANTY OR CONDITION ON THIS PRODUCT.

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Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, or allow limitations on how long an implied warranty lasts, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights and you may have other rights under the laws of your jurisdiction.

For more information on our products, visit our website:
www.maxim-toastmaster.com.