



## Instruction Manual

Automatic Dispensing Hot Water Pot with Multi-temperature Function



SP-3618: 3.6L (Stainless Steel)

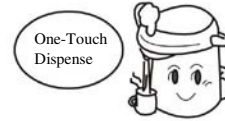
Image Of SP-5016

SP-5016: 5.0L

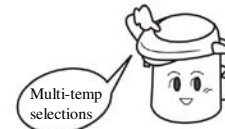
Thank you for purchasing Sunpentown Hot Water Pot. Please read this manual thoroughly and keep for future reference.

## FEATURES

### Automatic Dispensing



### 5 Temperature Settings



- 208 °F For tea, coffee, instant noodle.
- 194 °F Keep warm around 194 °F.
- 176 °F Keep warm around 176 °F.
- 140 °F For infant formula.
- COOL Water temp will continuously decrease till cool

\* Based on full pot of water. Ambient temperature of 68°F.

### Reboil Function



### Cleaning Function



### Picture explanation



Note on usage and maintenance.




Explains sound emitted by the unit during usage.


## Important Safeguards

### READ ALL INSTRUCTIONS BEFORE USE





When using an electrical appliance, basic precautions should always be followed, including the following.

 **Warning**  
May cause injury.















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 **Notice**  
May cause malfunction.







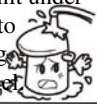
















**SYMBOLS**

-  Attention
-  Do not disassemble
-  Warning
-  Unplug power

### **Warning.** To prevent possible electric shock and injury:

-  Plug into 120V outlet only.
-  Plug into dedicated 10 Amp socket. 
-  Do not let cord hang over edge of table or counter, or touch hot surfaces.
-  Do not plug/unplug power cord with damp or wet hands.
-  Household use only! Do not use outdoors.
-  Make sure plug is firmly plugged into power socket.
-  Do not operate unit with a damaged cord or plug.
-  Make sure the power cord is free of foreign objects. 
-  Do not allow children to play with power socket. 
-  Keep appliance away from the reach of children. 

### **Warning.** To prevent possible electric shock and injury:

-  Do not fill water above the FULL indicator. 
-  Do not tilt or move the unit with the lid open. 
-  Do not use appliance for other than intended use.
-  Do not wash unit under running water to prevent wetting the control panel. 
-  Ensure the lid is securely closed before operation. Do not touch the steam outlet. Be extra cautious of children. 
-  Open lid with caution, do not use force. 
-  Do not cover the steam outlet. 
-  This appliance is intended to boil water only. Do not place tea, coffee, milk, etc. inside.
-  Do not use as a cooler. Do not place ice in the unit.
-  When emptying water, do not hold by the lid, as the lid may come loose. 
-  Do not disassemble unit. Contact Sunpentown for all repairs. Tel: 909-468-5288 or [service@sunpentown.com](mailto:service@sunpentown.com)
-  **Notice.**
-  Place unit on flat, level and heat resistant surface. 
-  Place unit at least 1 feet away from wall, cabinet or furniture. 

## ⚠ Notice

⊘ Do not use other than the supplied power cord. Plug in dedicated socket.



🔌 Unplug from power source when not in use.

⚠ To disconnect, grip and pull plug from the wall outlet, do not pull by the cord.



⊘ During operation, do not touch hot surfaces.

⚠ Do not place unit in a damp and humid area. Do not place where unit may come in contact with water.



⊘ Be cautious of hot steam when opening the lid.

⊘ Do not add water during the boiling process.

⊘ Never turn the unit upside down.

⊘ Be cautious when moving the unit. Always unplug from power source.

⚠ Unplug power cord and wait for unit to cool down before cleaning.



Do not use extension cords or plug unit with other appliances.



Do not place unit on a non-heat resistant surface.

To prolong the life of your hot water pot:

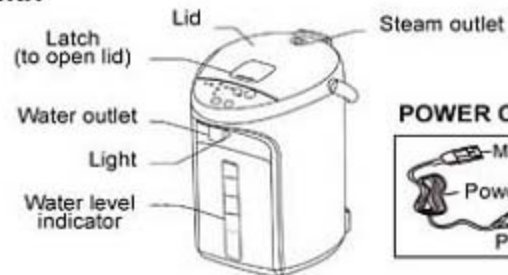
- Locate unit away from direct sunlight.
- Do not cover the steam outlet.



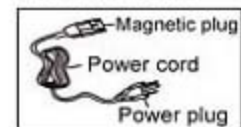
- Do not place unit next to open flame or sources of heat. (Stove, heater, etc.)
- Never operate the unit without water inside.
- Never turn the unit upside-down.

## Parts Identification

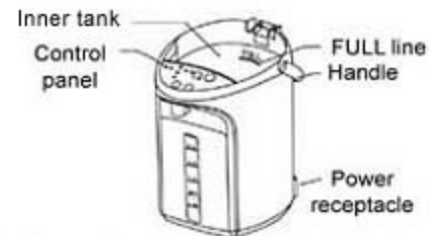
### UNIT



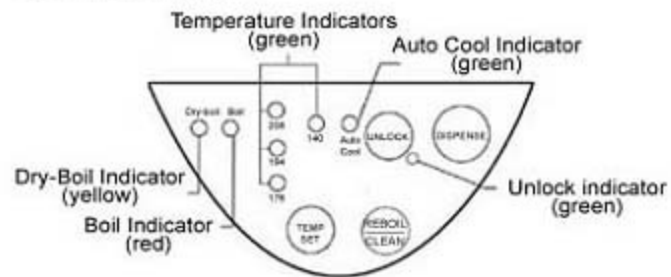
### POWER CORD



### UNIT without Lid



### CONTROL PANEL



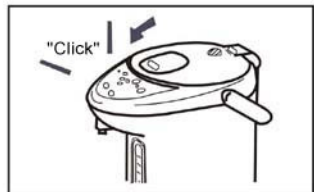
## Operating Instructions

### ● Opening and closing the lid

To open: press down with thumb and pull latch upwards.

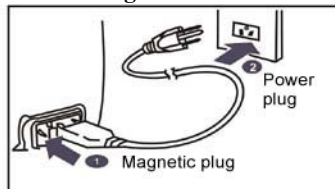


To close: press lid down firmly.



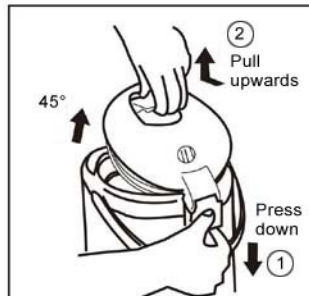
Make sure lid is securely closed or water will not reach set temperature and boil continuously. Make sure you hear a “click” when closing.

### Connecting Power

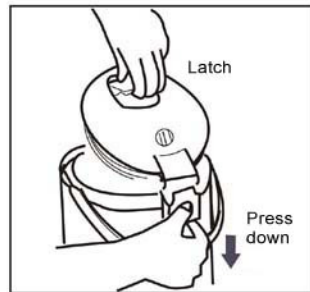


### ● Removing and attaching the lid

To remove: press down on the Release button, pull latch and open lid to 45°.



To attach: press down on the Release button and place lid in the groove.



To conform the lid is correctly attached, press any of the buttons on the control panel – you should hear a “beep”.

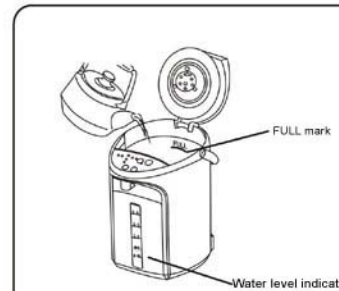
## Adding Water

1. Open lid and add water.

2. Close lid firmly.

3. Connect power.

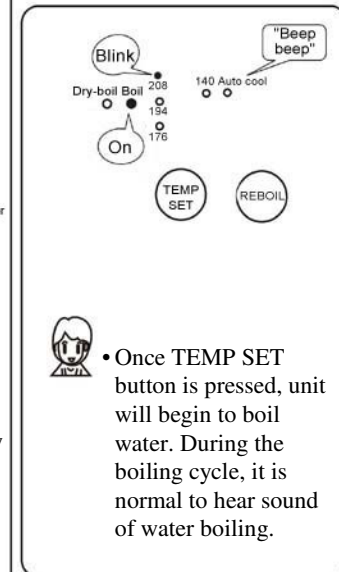
4. Press TEMP SET button.



**NOTE:** Do not add water above the FULL mark.



- Add water when water level falls below the “low” indicator.
- Do not attempt to Reboil when water level is below the “low” indicator.
- Do not add water directly under a faucet, to prevent wetting the control panel.
- Be cautious the control panel does not get wet.
- Clean unit frequently when using tap water.
- Make sure the “click” sound is heard when closing the lid.



- Once TEMP SET button is pressed, unit will begin to boil water. During the boiling cycle, it is normal to hear sound of water boiling.

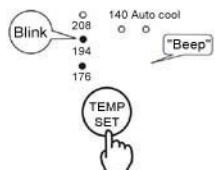
### Dry-Boil Alarm

If there is no water or if water is too low, you will hear 12 beeps and the Dry-boil indicator will blink.

## Temperature Setting

5 temperature settings: 208°F, 194 °F, 176 °F, 140 °F, and Cool.

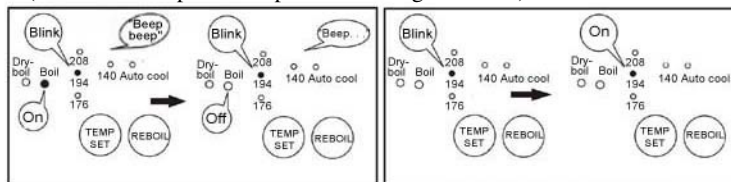
### To set/change temperature



- Press the TEMP SET button until the indicator light for the desired temperature flashes.
- Once water boils, unit will maintain water at set temperature. Indicator light will stay lit.

### Boil to Keep Warm

Panel indications from boiling to keep warm at set temp. (Below is example of temperature setting at 194°F.)



#### Boiling Process

- Boil indicator light is lit.
- Set temp indicator light blinks.

#### Water Boiled

- Unit beeps 9 times.
- Boil indicator light goes off.
- Set temp indicator light blinks.

#### Keep Warm

- Set temp indicator stops blinking.

• Cool Setting: unit will boil water then stop heating. Pressing the Re-boil button will reboil water.

• If temp setting is changed from lower to higher setting, unit will begin to re-boil.

• If temp setting is changed from higher to lower, unit will stop heating and allow water temp to drop to new setting.

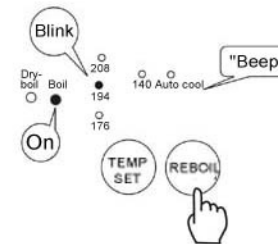


Default temp setting is 208°F. If power is disconnected, unit returns to default setting after power is reconnected.

## Re-Boil

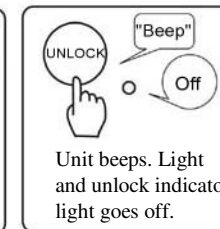
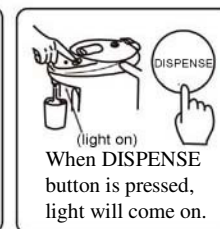
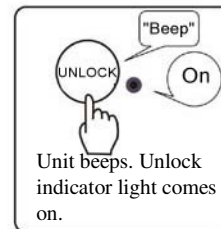
To reboil water, press the REBOIL button. Unit will beep and Boil indicator will lit.

- If water temp is 203°F or higher, unit will boil for 3 minutes.
- If water temp is below 203°F, unit will bring water back to boiling point.



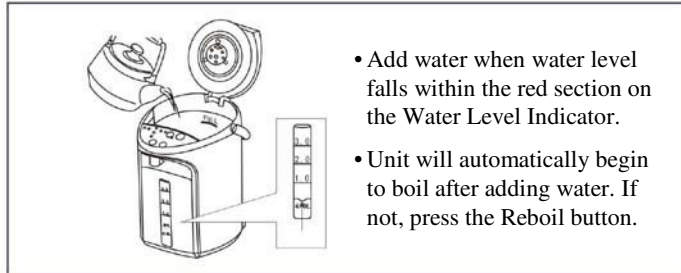
## Dispensing Water

1. Press UNLOCK button.
2. Place cup under water outlet and press DISPENSE button.
3. Press UNLOCK button again to lock dispense.



- Water cannot be dispensed when unit is locked and when power is disconnected.
- If water is not dispensing smoothly, the interior may be dirty. Clean unit according to directions on page 12.
- If UNLOCK button is not pressed after dispensing water, unit will automatically lock dispense after 15 seconds.
- Do not rotate or move the unit while dispensing.

## Adding Water



## Standby Mode

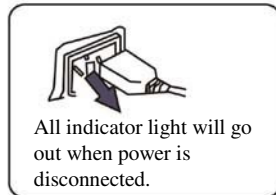
Unit will automatically enter Standby mode if no buttons are pressed for 48 hours:

- 208°F Indicator light will flash at a slower rate.
- Press any button to exit unit from Standby Mode.

(If water temp had fallen below set temp, unit will begin to boil.)

## Storage

1. Unplug from power source.

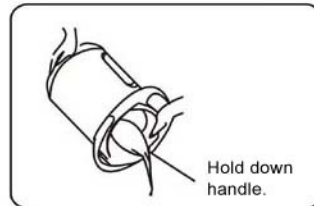


2. Remove lid.



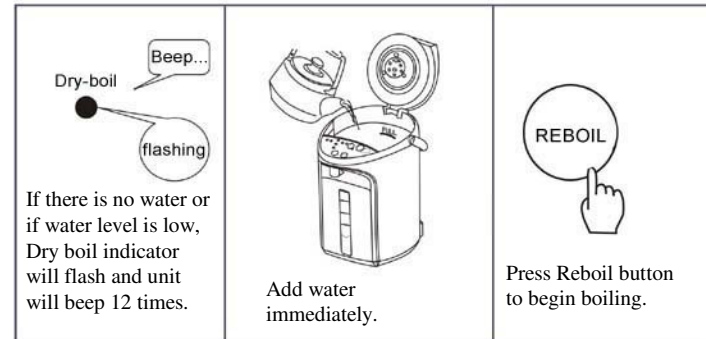
- To prevent possible scalding, wait for unit to cool down before removing lid and emptying water.
- If water is not used for couple days, the taste may change. Dump out old water and add fresh water.
- For your safety, remove lid before emptying water.
- Empty water through the rear corners, as illustrated above.

3. Dump out water.



4. Re-install lid.

## Dry Boil



If unit is in Dry-boil for over a period of time – it will cause the inner tank to change color (due to temperature). This color change cannot be reversed.

## Cleaning and Maintenance

**Minerals in tap water may cause white residues to attach to the inner tank or sometimes change the tank's color reddish or black.. Clean the interior frequently to avoid this problem.**



- Unplug unit from power source.
- Do not wash under running water, as it may wet the control panel or power receptacle and cause unit to malfunction.
- Do not immerse unit in water or any other liquid.
- Do not spray water onto the control panel.
- Do not use bleach, alcohol or other chemicals.
- Do not scrub with metal pads or sharp objects.
- Wash filter frequently to prevent blockage.
- After cleaning filter, ensure it's securely re-attached.

## Cleaning with Citric Acid.

### Lid and Body

- Wipe clean with damp cloth.

### Power Cord

- Wipe clean with dry, soft cloth.

### Filter (located on bottom of inner tank)


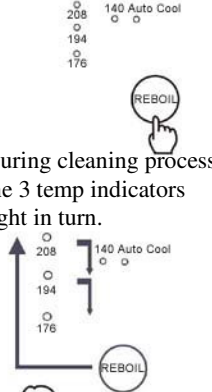

- Remove and clean with soft brush and lukewarm water.
- If extremely dirty, use Citric Acid.
- Ensure filter is properly re-installed before operation.



When cleaning with Citric Acid, all normal functions cannot be operated.

### Storage

When planning not to use for a period of time, clean unit and allow unit to dry completely. Place unit back in original box or cover with clean cloth and store in a cool, dry place.

<ol style="list-style-type: none"> <li>1. Make sure filter is installed.</li> <li>2. Add approx. 1 oz of Citric Acid.</li> <li>3. Add water to the FULL line.</li> <li>4. Close lid.</li> <li>5. Connect power.</li> </ol>  <p>Add water to the FULL line.</p>	<ol style="list-style-type: none"> <li>6. Press and hold REBOIL button for 3 seconds.</li> </ol>  <p>During cleaning process, the 3 temp indicators light in turn.</p>  <p>Be extra cautious of steam and vapor during cleaning process.</p>	<ol style="list-style-type: none"> <li>7. When done, the 3 temp lights stay on continuously.</li> <li>8. Press DISPENSE button to remove as much water as possible.</li> <li>9. Disconnect power.</li> <li>10. Wait for unit to cool, remove lid and dump out water.</li> <li>11. Wash the interior with clean sponge and rinse clean.</li> </ol>
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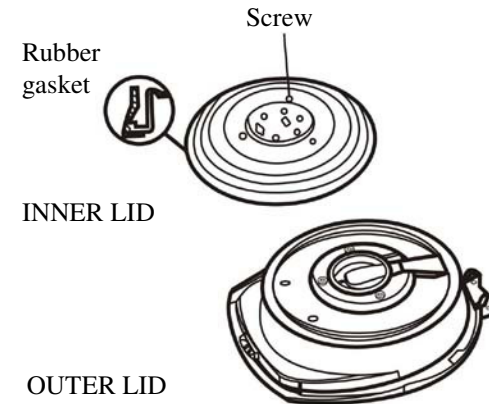
Repeat above process if excessively dirty.

## Replacing Worn Parts

The rubber gasket on the lid will wear over time and will need to be replaced periodically. Contact Sunpentown ([www.spt-usa.com](http://www.spt-usa.com) / 909-468-5288) to purchase replacement gaskets or for instruction to send in for repair.

Instructions on replacing the gasket:

1. Remove lid.
2. Loosen the 3 screws and remove inner lid. Do not lose the screws.
3. Remove old rubber gasket.
4. Insert new gasket according to image below.
5. Replace inner lid and tighten the screws.



**Power cord:** should the power cord become damaged, it must be replaced by Sunpentown. Do not substitute with other power cords.

## Troubleshooting

PROBLEM	CAUSE	REMEDY
No power	Loose power connection	Check connection at the unit and socket.
Cannot switch to boil / reboil	Water level is too low.	Add water.
Water cannot be dispensed or not dispensing smoothly	No power	Check power connection
	Unit just finished boiling and air bubbles are trapped inside.	Open lid to release air. Close lid.
	Interior is dirty.	Clean.
Water flowing out from unit	Water added above FULL line.	Do not add water above FULL.
White residues in water.	Mineral deposits (not a defect of the unit).	Clean with Citric Acid.
Boiling sound is excessively loud.	Interior is dirty and filter blocked.	Clean with Citric Acid.

## Specifications

MODEL	SP-3618	SP-5016
Capacity	3.6 liters	5.0 liters
Input power	120V / 60Hz	
Power consumption	Heating (boiling) 750W / Keep warm 80W	
Cord length	4.9 ft	

Unit may not function properly if used in high elevation or in very cold or hot conditions. In such conditions, unit may keep boiling or not reach boiling point.



## Your Guarantee

If this product is found to be faulty as a result of faulty materials or workmanship within one year from date of purchase, it will be repaired free of charge.

This guarantee is subject to the following terms:

- Sunpentown must be notified of the fault.
- Proof of purchase must be presented to Sunpentown's nominated representative.
- The warranty will be void if the product is modified, misused or repaired by an unauthorized person.
- The warranty after repair will not be extended beyond the original one-year period.
- All replacement parts will be new or reconditioned.
- Parts, which are replaced, become the property of Sunpentown.
- The warranty applies for the use of the product in the USA only.

What is NOT COVERED:

- Warranty does not include freight charges.
- Incidental or consequential damage caused by possible defects with this product.
- Damage to product caused by improper power supply voltage, accident, fire, floods or acts of nature.
- Failure of product resulting from unauthorized modifications to the product.
- Improper installation or failure to perform the necessary maintenance.

This GUARANTEE is in addition to your Statutory Rights

**SUNPENTOWN INTERNATIONAL INC.**  
**21415 Baker Parkway, City of Industry, CA 91789-5236**  
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