

# READ AND SAVE THESE INSTRUCTIONS

**WARNING:** A risk of fire and electrical shock exists in all electrical appliances and may cause personal injury or death. Please follow all safety instructions.

## 8 Cup Thermal Carafe Coffee Maker

# THERMAL CAFÉ

**USE AND CARE GUIDE FOR  
MODELS ME8TPB, ME8TPW,  
ME8TPBS, ME8TSW, ME8TSB  
AND ME8TPWCAN**



# IMPORTANT SAFEGUARDS

When using electrical appliances, basic safety precautions should always be followed to reduce the risk of fire, electrical shock and injury to persons, including the following:

- Read all instructions before using appliance.
- Do not touch hot surfaces. Use handles or knobs.
- To protect against electrical shock, do not immerse cord, plug, or appliance in water or other liquid. See instructions for cleaning.
- This appliance is not for use by children.
- Close supervision is necessary when any appliance is used 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 damaged appliance. Do not operate with a damaged cord or plug or after the appliance malfunctions, or has been dropped or damaged in any manner. Contact Consumer Service for return authorization, examination, repair, or adjustment.
- The use of an accessory not evaluated for use with this appliance may cause injuries.
- Do not use outdoors or while standing in a damp area.
- 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, press the ON/OFF switch to OFF, then remove plug from wall outlet.
- This thermal carafe is designed for use with this Coffee Maker only. It must never be used on a range top.
- Do not use a cracked thermal carafe or a thermal carafe having a loose or weakened handle.
- Do not clean thermal carafe with cleansers, steel wool pads, or other abrasive material.
- Be certain lids are securely in place before operating appliance.
- Scalding may occur if the lid is removed during the brewing cycles.
- Do not lift Coffee Maker lid or removable filter basket until brewing is complete and all parts have cooled.
- Do not pour liquid other than water and the cleaning solution specified in this manual into the water reservoir. See instructions for cleaning.

- Do not attempt to move Coffee Maker containing hot liquids. Allow it to cool completely before moving.
- Coffee Maker must be left to cool down for approximately 15 minutes before adding more water.
- Do not use appliance for other than intended use.
- **WARNING:** To reduce the risk of fire or electric shock, do not remove bottom cover. No user serviceable parts inside. Repair must be done by authorized service personnel only.

# SAVE THESE INSTRUCTIONS

## Additional Important Safeguards

- **WARNING:** This appliance generates heat and escaping steam during use. Use proper precautions to prevent the risk of burns, fires, or other injury to persons or damage to property.
- Always use fresh, cool water in your Coffee Maker. Warm water or other liquids, except as listed in cleaning section, may cause damage to the appliance.
- **DO NOT** put thermal carafe into a microwave.  
**CAUTION:** To prevent injury when utilizing Auto Pause and Pour feature, replace thermal carafe within 20 seconds of removing during brewing process.

**CAUTION:** A short power supply cord is provided to reduce the risk of personal injury resulting from becoming entangled in or tripping over a longer cord. Extension cords are available from local hardware stores and may be used if care is exercised in their use. If an extension cord is required, special care and caution is necessary. Also the cord must be: (1) marked with an electrical rating of 125 V. and at least 10 A., 1250 W., and (2) the cord must be arranged so that it will not drape over the countertop or tabletop where it can be pulled on by children or tripped over accidentally.

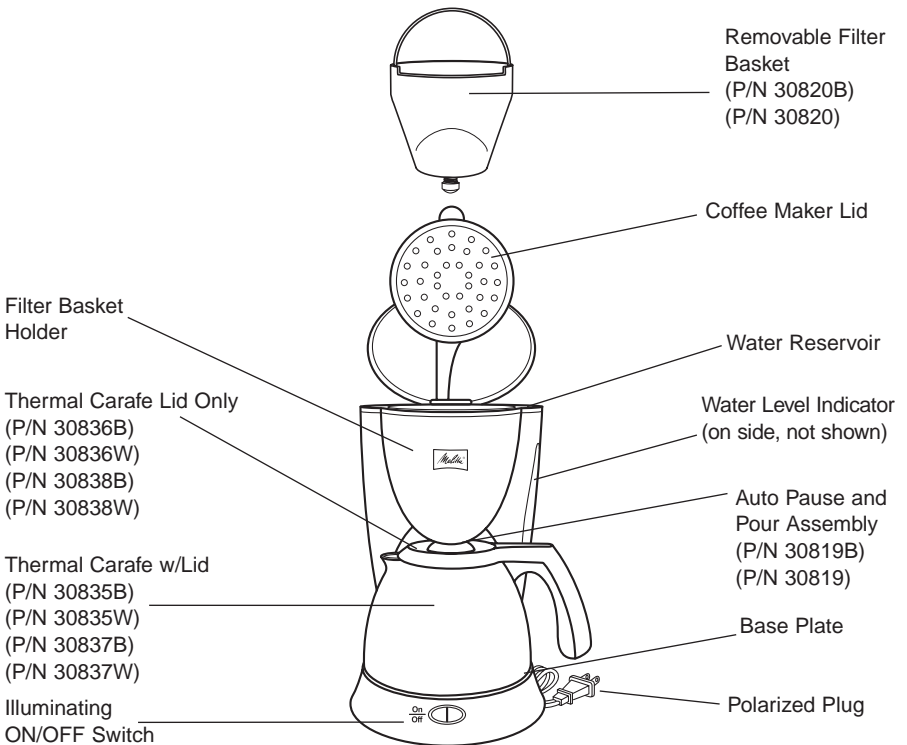
**POLARIZED PLUG:** This appliance has a polarized plug, (one blade is wider than the other). As a safety feature to reduce the risk of electrical shock, this plug is intended to fit in a polarized outlet only one way. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact a qualified electrician. Do not attempt to defeat this safety feature.

**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.

This product is for household use only.

# Using Your 8 Cup Thermal Carafe Coffee Maker

PRODUCT MAY VARY SLIGHTLY FROM ILLUSTRATIONS



# Before Brewing Coffee For The First Time

**CAUTION:** To protect against electrical shock, do not immerse the Coffee Maker or allow AC cord to come into contact with water or other liquids.

1. After carefully unpacking from carton, the inside of your Coffee Maker and thermal carafe must be cleaned.
2. Brew 8 cups of fresh water only. Follow the instructions in the Brewing Coffee Section following, but **DO NOT ADD COFFEE GROUNDS TO THE PAPER FILTER.**
3. When all the water has brewed into the carafe, switch the Coffee Maker OFF. The light will turn off.
4. Allow the Coffee Maker to cool for 15 minutes, discard the water from the thermal carafe, then repeat steps 2 and 3.
5. After the second pot of water has cooled, discard the water and thoroughly wash the removable filter basket (see illustration on page 4), thermal carafe and carafe lid in warm, soapy water. Dry all parts thoroughly.

## Hints For Best Results

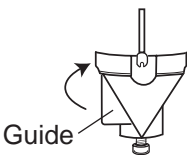
- For optimal holding temperature, rinse the inside of thermal carafe with warm water before brewing; empty and screw lid to closed position. Place carafe securely onto coffeemaker.
- To serve, press down on black button and pour.
- We recommend using coffee which has been ground specifically for automatic drip coffee makers. This type of coffee is prepared specifically for your Coffee Maker's brewing system and promotes fuller extraction to provide rich, full-bodied coffee.
- Use only cone-shaped filters with this Coffee Maker. Cone-shaped paper filters are available locally at grocery stores. Use standard #4 filters. Do not use basket-style paper filters.

- A clean Coffee Maker is essential for making great tasting coffee. Regular cleaning, as specified in the User Maintenance Instructions, is highly recommended.
- Always use fresh, cold water in your Coffee Maker.
- Store coffee in a cool, dry place. Once coffee has been opened, keep it tightly sealed in the refrigerator to maintain freshness.
- For optimum coffee, buy whole beans and grind them finely just before brewing.
- Do not re-use coffee grounds since this will greatly impair coffee flavor.
- Reheating coffee is not recommended. Coffee is at its peak flavor immediately after brewing.

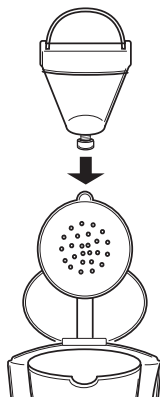
## Brewing Coffee In Your Coffee Maker

**CAUTION:** Use this product with proper AC voltage rating only. Be sure to unplug the power cord when Coffee Maker is not in use for extended periods of time.

1. Fill the carafe with cold water. Lift the hinged lid on top of the coffeemaker. Slowly pour the water from the thermal carafe into the water reservoir to the level for the desired number of cups (1-8). Replace carafe lid.
2. Extend the removable filter basket handle to lift the removable filter basket straight up and out of the Coffee Maker. Insert a #4 paper coffee filter (or a permanent gold filter) inside the removable filter basket.
3. Place coffee grounds in the filter, using one level tablespoon of drip grind coffee for each cup of brewed coffee.



Turn guides to face the rear of the Coffee Maker.

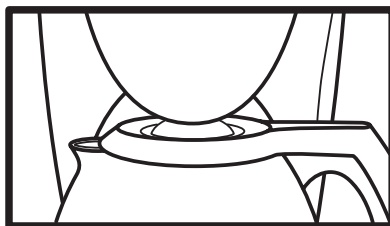


Firmly replace the removable filter basket by pushing it down into the filter basket cavity. Make sure it fits snugly so Lid closes properly (Lid will snap into place).

4. Turn the filter basket so that the 2 guides are facing away from you. Firmly replace the removable filter basket by pushing it down into the filter basket cavity in the front of the Coffee Maker. Make sure it fits snugly so Lid closes properly (Lid will snap into place). Fold the handle down. Close the Coffee Maker Lid and snap it securely into place.
  5. For optimal holding temperature, rinse the inside of thermal carafe with warm water before brewing; empty and make sure carafe lid is properly secured onto carafe. Place carafe securely onto coffeemaker.
  6. When you replace the thermal carafe onto the base plate, the carafe will snap easily into position under the Auto Pause and Pour assembly.
  7. Plug the appliance into a standard 120V AC electrical outlet.
  8. Switch the Coffee Maker ON. The switch will illuminate as the Coffee Maker begins brewing the coffee.
  9. To serve, press down on black button and pour. The indication dot should be in the front position to pour coffee. Tighten lid after serving.
  10. After brewing cycle, coffemaker will automatically shut off.
- NOTE: The amount of coffee in the thermal carafe may be slightly less than the amount of water placed in the water reservoir, since some of the water is absorbed by the coffee grounds.

## Auto Pause and Pour Feature

- Remove the thermal carafe from the base plate. Always keep the carafe lid on the carafe when pouring the coffee.



**IMPORTANT:** When using the Auto Pause and Pour Feature while the Coffee Maker is still brewing, the thermal carafe must be replaced on the base plate, under the Filter Basket within 20 seconds to prevent the Filter Basket from overflowing.

# To Brew a Second Pot of Coffee

- To brew a second pot of coffee, turn the Coffee Maker off for 15 minutes and allow it to cool. Empty used coffee grounds and repeat steps for brewing coffee.

**CAUTION:** Failure to allow Coffee Maker to cool may cause water to overheat and spray hot steam. The hot steam can cause severe burns.

## User Maintenance Instructions

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

## Use and Care For Your Thermal Carafe

A damaged thermal carafe may result in possible burns from hot liquid. To avoid breaking a carafe:

1. Discard carafe if damaged in any manner. A chip or crack could result in breakage.
2. Do not use cleaning agents or wire bottle brushes to clean the inside of the thermal carafe.
3. Do not place the carafe on or near a hot gas or electric burner, in a heated oven, or in a microwave.
4. Avoid rough handling and sharp blows.



# Care and Cleaning

1. Make sure coffeemaker is in the OFF position; the ON light will be off.
2. Unplug and allow to cool completely before cleaning.
3. Lift the Coffee Maker lid and remove the removable filter basket by the handle. Discard coffee grounds and paper filter. Do not immerse thermal lid and carafe. Wash inside of carafe with warm sudsy water, rinse and dry. Wash and dry remaining removable parts. Mineral deposits can be removed from the coffeemaker by following the “How to Decalcify Your Coffee Maker” instructions. No parts should be cleaned in a dishwasher.
4. Clean the outside of the coffeemaker with a damp cloth.  
**CAUTION:** DO NOT IMMERSE CORD, PLUG OR COFFEEMAKER UNIT OR THERMAL LID AND CARAFE IN WATER OR OTHER LIQUID.

## Mineral Deposits/ Decalcifying

Your Coffee Maker must be cleaned when you begin to notice excessive steaming or the brewing time increases considerably. This condition is caused by a build-up of lime and mineral deposits from your water. If the pumping action stops before all the water has been pumped out of the machine, then the appliance requires decalcification.

The frequency of decalcification depends on the hardness of water used. The following table gives the suggested decalcification intervals:

<b>Suggested Decalcification Interval</b>	
<b>TYPE OF WATER</b>	<b>FREQUENCY OF DECALCIFICATION</b>
Soft water	every 80 brewing cycles
Hard water	every 40 brewing cycles

# How To Decalcify Your Coffee Maker

1. Place a paper filter into the removable filter basket. Make sure the removable filter basket fits securely so Lid closes properly (Lid will snap into place).
2. Fill carafe with one part white vinegar to three parts cold water. Pour the water and vinegar solution into the water reservoir.
3. Place the empty thermal carafe on the base plate. Plug the Coffee Maker into an outlet and switch the Coffee Maker ON.
4. Keep the Coffee Maker ON until the thermal carafe is half full. Switch the Coffee Maker OFF and let cool for 1/2 hour.
5. After 1/2 hour, pour the water and vinegar solution back into the Coffee Maker.
6. Place the empty thermal carafe on the base plate. Switch the Coffee Maker ON and let all the water and vinegar solution flow through.
7. Discard the solution and the paper filter.
8. After allowing the Coffee Maker to cool for 15 minutes, flush out all the traces of vinegar by pouring a carafe full of cold water into the water reservoir. Make sure to insert a fresh filter into the filter basket before brewing and place the empty thermal carafe on the base plate. Switch the Coffee Maker ON and allow it to cycle through.
9. At the end of the brew cycle, switch the Coffee Maker OFF. Discard water in the thermal carafe. Repeat steps 8 - 9. Unplug the Coffee Maker when finished.

## IMPORTANT NOTICE

*If any parts are missing or defective,  
**DO NOT** return this product.*

*Please call our Customer Service Department for assistance.*

**800-233-9054** Monday - Friday 9:00 am - 5:00 pm CST

*Thank You*

## 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:**

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

**To contact us, please write to, call, or email:**

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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