

Self-service coin machine cleaning and testing procedures

Daily cleaning of self-service coin machines is recommended to ensure maximum productivity and reliability. Transaction testing should be completed based on your organization's requirements.

Recommended cleaning materials



Simple Green, the recommended cleaning agent, can be an eye irritant. Avoid eye contact. If eye contact occurs, flush eye(s) with cool water for 5 minutes – remove contact lenses if present – continue flushing eye(s) with cool water for 15 more minutes. If irritation persists, consult physician.

Individuals with sensitive skin should rinse hands after using.

- **Simple Green Safety Towels.** (Part number: 022-2118-00.) A pre-moistened microfiber towel also may be used. If using Simple Green concentrate, dilute to: 30 ml of Simple Green per 240 ml of water. For material-safety-data sheets, see simplegreen.com.
- **Microfiber towels.** (Part number: 022-2223-00.)
- **Vacuum cleaner.** (In the United States: Order standard vacuum part number 022-1959-00 or heavy-duty vacuum part number 022-1308-00. Outside of the United States: Buy vacuum locally.)

Daily cleaning instructions



High-voltage levels may be present. Risk of electric shock.

Turn power OFF and unplug power cord from machine before cleaning.

NOTICE

To avoid machine/component damage and potential voiding of existing warranty, follow these procedures:

Only use the specified tools for cleaning machine. Never use metal tools.

Never use cleaners containing ammonia. Ammonia may remove labels from machine.

Never spray cleaners directly on machine components.



Never wipe sort disk or pad, except as instructed.

1. Raise the hood or coin tray to access the inside of the machine.
2. Empty debris cup as needed.
3. Remove any stray coins or other objects.
4. Vacuum interior areas to remove accumulated dust or debris.



5. Raise and inspect sort disk.
6. Remove any debris from the sort pad and coin chutes.
7. Inspect pad surface for tears or damage. If damaged, contact Cummins Allison before running transactions.
8. Clean disk if needed using dry microfiber towel or clean cotton cloth.



NOTICE

Clean sort disk only as instructed. Do not attempt to remove oil coating on disk. Removing oil from disk negatively impacts performance and may negate disk warranty. If disk cannot be cleaned with a clean, dry microfiber towel or cotton cloth, contact Cummins Allison for assistance.

9. Lower sort disk and secure latch.
10. Close hood or coin tray and front door; secure machine.
11. Clean the touch-screen display with a dry microfiber towel.

NOTICE

Avoid damaging touch-screen display. Clean touch-screen display with dry microfiber towel only as directed.

12. Clean remaining exterior surfaces as necessary with a Simple Green Safety Towel.

Transaction testing instructions

Test coin-sorting accuracy using the minimum quantity of US test coin shown in the chart below. Do not use foreign coin or tokens.

Process as a standard consumer transaction.



Rolled coin used to test sorting must be hand counted prior to testing to ensure accuracy. Remove any mutilated coin, foreign coin or tokens from the test coin.

Denomination	\$ Value	Units	Rolls
Penny	\$1.50	150	3
Nickel	\$2.00	40	1
Dime	\$15.00	150	3
Quarter	\$10.00	40	1
Dollar	\$5.00	5	N/A
Half Dollar	\$2.50	5	N/A
Totals:	\$36.00	390	

The machine is counting accurately when the receipt matches the test amount. If the receipt does not match the test amount, place the machine "OUT OF SERVICE" and contact Cummins Allison.

You should also test the foreign coin/token rejection function.

1. Run one or two known rejects (foreign coin or tokens).
2. Verify rejects are returned via the coin return chute or cup.
3. If foreign coin(s) are not rejected, contact Cummins Allison.