

# **Jockey Box Instructions**

**NOTE:** The jockey box should arrive at the site with the clear beverage tubes attached to the jockey box on one end and the Sankey keg couplers attached at the other end. The red CO2 tubes will also be connected to the keg couplers with their opposite ends connected to the manifold. A single red CO2 tube will connect the gas regulator to the manifold input

## **Prior to setup:**

1. Place the jockey box where it is to be located during the event (**DO NOT ADD ICE AT THIS TIME!**)
2. Ensure the taps on the jockey box are in the OFF position
3. The manifold valves should be in the OFF position
4. The keg coupler lever should be in the UP position

## **Setup:**

5. Onsite connections will consist of mounting the gas regulator hose to the CO2 tank. Ensure that there is an O-ring in place on the regulator
6. Mount the keg couplers on the kegs by twisting the couplers onto the kegs.
7. Engage the coupler lever by pulling out the handle to unlock it and pushing down on the lever to engage it. Once engaged the lever will lock back in place
8. On the CO2 tank, turn the valve all the way open.
9. Open all the valves on the manifold.
10. Adjust the regulator until the gauge measures a gas flow of 25 to 30 psi
11. Open the taps on the jockey box until the beverage begins to flow out, then shut the taps off. You will now have your beverage run all the way through the coils
12. Check for gas and beverage leaks. Look and listen inside and outside the jockey box to ensure there are no leaks. Re-tighten any connections if necessary
13. Fill the jockey box completely with ice. Allow the jockey box to acclimate for 10-15 minutes.

## **End of the Day's Event**

**Note:** If you plan to keep the jockey box installation in place for a second day and there is still beverage in the kegs, perform the following action to avoid over carbonating the beverage that is still in the kegs

1. Close off all the CO2 valves on the manifold
2. Pull the release valve on each keg coupler to depressurize kegs
3. Turn back the control valve on the gas regulator
4. Re-open all the CO2 valves and adjust the regulator valve to around 12-14 psi

**If you are completely done with your event, please perform the following:**

### **Disconnect the CO2 tank(s)**

1. Turn off the main valve on the CO2 tank
2. Pull the pressure release valve on each keg coupler until all the gas has been expelled
3. Close off all the CO2 valves on the manifold
4. Untighten the regulator nut that attaches the regulator to the CO2 tank and remove the regulator

**\*Be careful when doing this step as any remaining gas in the line will exhaust out\***

### **Disconnect the Kegs**

1. On the keg coupler, pull the black handle back and lift up
2. Turn the coupler to disengage it from the keg

### **Drain the Jockey Box**

1. Open the taps to allow as much beverage inside to run out
2. Remove ice from the jockey box  
Preferably wait until the ice is melted to drain the jockey box, but **always remove the ice from inside the box.**