

60'x12' Office with Macerating toilet

General Information

The 60' x 12' 4 office with half-bath and kitchenette is equipped with a macerating toilet and is intended to be hooked up to a water storage and sewer tank. Alternatively, the trailer can be hooked up to municipal services or an on-site water source and septic tank/field.

Note: Washroom trailers need to be completely level so that plumbing will function properly.

Municipal System

If a water source is available, then it can be connected to the trailer instead of using a water tank. See the valve position guide below for using municipal services. The on-site water supply can be connected to the ¾" water line stubbed down thru floor (valve #1). Be sure to wrap the on-site water supply pipe in heat tape to prevent freezing. There is a plug under the trailer to plug heat tape into.

Valve Position Guide for Start-Up & Use of a Municipal Water System

Note: Blue ball valve on the white PVC discharge line coming from the toilet pump needs to be open.

- VALVE 1. OPEN (TAP FOR MUNICIPAL)
- VALVE 2. CLOSED (HWH DRAIN)
- VALVE 3. OPEN (COLD WATER FEED TO HWH)
- VALVE 4. OPEN (HOT WATER FEED TO SYSTEM FROM HWH)
- VALVE 5. CLOSED (BYPASS FOR HOT WATER)
- VALVE 6. CLOSED (SINK DRAIN)
- VALVE 7. CLOSED (SINK DRAIN)
- VALVE 8. CLOSED (WINTERIZING)

Septic System Operating Instructions

Macerating Toilet Pump Operation

The macerating toilet is equipped with a pump that will discharge waste into the sewer tank. Ensure the red ball valve leading to the sewer tank is **OPEN**.

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Winterization Procedure Must be Completed by a Licensed Plumber.

Failure to properly winterize unit can result in thousands of dollars in damage.

Water System Winterizing Instructions

Note: All drain valves (1, 3, 6, 7) should be OPEN to drain the trailer, then CLOSED prior to winterizing the unit.

All ball valves **NOT** charged with antifreeze need to be in the half **OPEN** position once winterizing is complete. If valve is fully **CLOSED** to hold pressure, **OPEN** and **CLOSE** that valve twice to allow any trapped water to be displaced. Failure to do so may cause damage to the valve and it will need to be replaced. To winterize, you will need about 5 gallons of antifreeze.

- Disconnect external water source from trailer
- Turn off the hot water heater (HWH) electrical disconnect and drain the HWH (**OPEN** valve #10) and **CLOSE** the valves feeding the HWH (valves #4, 5) so no antifreeze will be pumped into the HWH.
- **OPEN** valve #3 at the top of the HWH to cross feed antifreeze from the cold water line to the hot water line downstream of the HWH.
- **CLOSE** the valve feeding the toilet, then flush the toilet to remove the water in the bowl and tank.
- Hook up a length of hose and pump to valve #8 to pump plumber's anti-freeze through the cold and hot water lines. Insert the end of a second hose into a pail of antifreeze and **OPEN** valve #8 so that the water pump draws from the pail. Keep adding antifreeze to the pail as required.
- With the hot and cold water lines charged with plumber's antifreeze, run the washroom sink and kitchen sink hot and cold water taps until antifreeze comes out. Run enough to fill the sink P-traps with antifreeze.
- Sponge out or use a shop vac to clear any water out of the toilet bowl and tank. **OPEN** the valve of the toilet just enough to allow the antifreeze into the toilet tank and bowl. Allow the tank to fill with antifreeze before closing the toilet valve. Once the tank is full, flush the toilet to remove any remaining water.

Valve Position Guide for Winterizing a Self-Contained System

Note: Blue ball valve on the white PVC discharge line coming from the toilet pump needs to be open.

The water pump power supply box should be set to power to pump.

VALVE 1.	CLOSED (TAP FOR MUNICIPAL)
VALVE 2.	CLOSED (HWH DRAIN)
VALVE 3.	CLOSED (COLDWATER FEED)
VALVE 4.	CLOSED (HOT WATER FEED)
VALVE 5.	OPEN (BYPASS FOR HOT WATER)
VALVE 6.	CLOSED (SINK DRAIN)
VALVE 7.	CLOSED (SINK DRAIN)
VALVE 8.	OPEN (WINTERIZING)