



**EVERFILT**  
WATER FILTRATION SYSTEMS AND EQUIPMENT  
**M-SERIES**

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MULTI-MEDIA FILTRATION SYSTEM

## MEDIA LOADING & START-UP SHEET

### Upon Arrival

- ✔ Visually Inspect System.
- ✔ Pressurized Areas Like: Fill Ports, Drain Ports & Manifolds are **Critical**.
- ✔ Bolts & Grooved Couplings Should Be Tight & Secure To Prevent Leaks.

SCAN FOR MORE DETAILS



**EVERFILT**®  
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1. Media Fill Port Covers TOP



2. Manways, Yokes & Bolts

- Remove Top Media Fill Ports,  
✓ Grooved Couplings & Gaskets  
From Each Tank.
- Side Access Manway Lids, Yokes  
✓ & Bolts Can be Removed to Allow  
**Easy Access** for Initial Filling.



3. Controls & Solenoids

Once media exceeds the height of the side access port, the operator will be required to reinstall the cover and continue filling by quick-fill connection or through the top media fill port opening on each of the tanks.

Fill each tank with **5"- 6" of water prior** to loading any media. This will help absorb some of the impact when loading media during the fill process and avoid damaging the interior coating of each tank.

Prior to installing the media, it is recommended to **rinse media** if possible prior to installing.

If this process is skipped **PLEASE NOTE** to put filter station into *backwash mode* on initial setup to avoid small granules from passing through the underdrain of the tank and then passing down stream.

✔ **3/4" x 1/2" Gravel** Will be Filled as Required Per Tank. Please Reference to Volume Required Per Tank.

✔ Continue Loading Process by **Installing Silica Sand Media** Into Tank, Referencing Desired Volume Per Tank.



4. Filtration Media Loading Prep

Once all media has been loaded into each tank, install all gaskets, fill port lid covers and bolts securely.

- ✔ Connect Power to Control Panel **120V**.
- ✔ Connect Inlet, Outlet & Backwash Manifolds to Necessary Connections Onsite.
- ✔ **Slowly** Allow Incoming Water to Fill the Filter System & All Tanks to Avoid Water Hammer & Damage of Media Bed.
- ✔ Once Filter Tanks are Filled, Full Flow & Pressure Will be Sustained for Filter System.



5. System Connections & Settings

Check all connections for leaks and potential issues. **SET BACKWASH CONTROL TO DESIRED SETTINGS** or seek manufacturer guidance. Begin backwash sequences to clear media debris before filtration.

Adjust restrictor valve on the backwash manifold to maintain proper flow and pressure, **preventing media loss**. After 24 hours, inspect the unit and control for proper operation using the sight glass for reference.