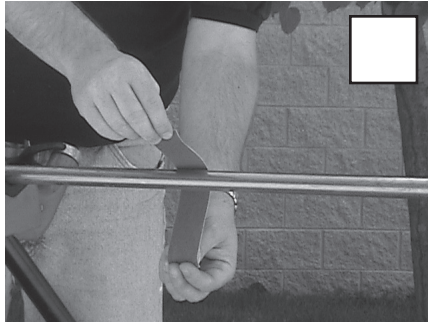
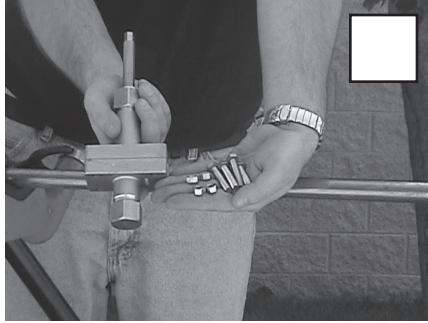


To assist with installation, check off each step as you complete it



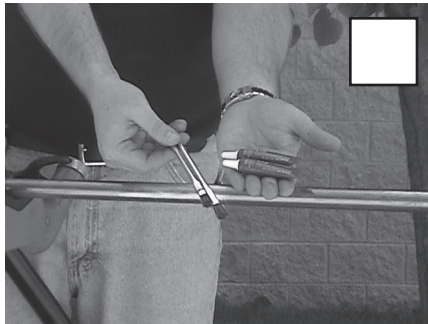
**Step 1**

Before installing the Add-A-Valve®, clean the copper tubing with a fine emery cloth to a bright shiny finish.



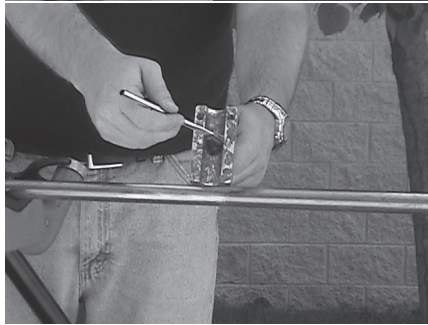
**Step 2**

Disassemble the Add-A-Valve® body by removing the four (4) 316 stainless steel bolts.

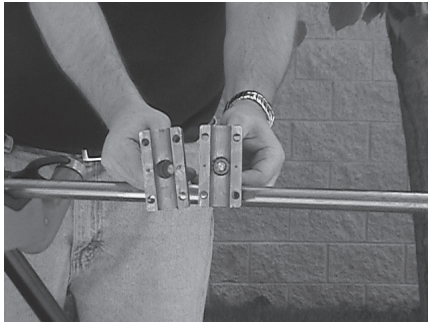


**Step 3**

You will be supplied two small tubes of gasket sealant. One tube per body half.



Apply a liberal amount of gasket sealant and brush evenly across the entire body half surface.



Do this to both body halves and allow 1-2 minutes for dry time.

**ATTENTION:** Jomar *requires* that the Add-A-Valve® installer view the Jomar installation CD / Video prior to attempting installation. Failure to do so will relinquish Jomar from any and all liability for improperly installing an Add-A-Valve® device. In this case, Jomar will not be responsible, nor will it exchange or provide a refund for any improperly installed Add-A-Valve®.

Copies are available for viewing on the Jomar website at: [www.jomar.com](http://www.jomar.com) and upon request.

Before you start:  
On multi-story buildings - all pumps, main and circulator, must be shut down prior to installation.  
On a closed system, you must install TWO Add-A-Valves® to isolate the problem area.

**Check to be sure you have received all the parts pictured and listed below:**



Central Office & Distribution Center  
7243 Miller Drive  
Warren, MI 48092  
Phone: 800-325-5690  
Fax: 800-628-4194  
[www.jomar.com](http://www.jomar.com)



**ADD-A-VALVE®  
INSTALLATION  
INSTRUCTIONS**

*The Jomar Add-A-Valve® is engineered for ONE-TIME use as an emergency shut-off device! Once the stem cutter has been raised DO NOT lower it again.*

- Tools needed:
- Add-A-Valve®
  - Jomar S-100NE
  - Gasket Sealant
  - Brushes (2)
  - Extra Viton® O-Rings
  - Shraeder® test caps (2)
  - Add-A-Valve® Installation CD / Video
  - Flat head screwdriver
  - Needle-nose pliers
  - Hammer
  - Adjustable wrench
  - Ratchet wrench
  - Open end wrench
  - Emery cloth

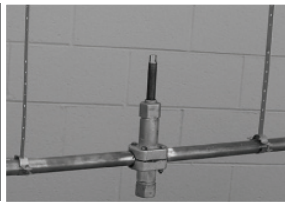


- Tools needed:
- Add-A-Valve®
  - Jomar S-100NE
  - Gasket Sealant
  - Brushes (2)
  - Extra Viton® O-Rings
  - Shraeder® test caps (2)
  - Add-A-Valve® Installation CD / Video



### CAUTION

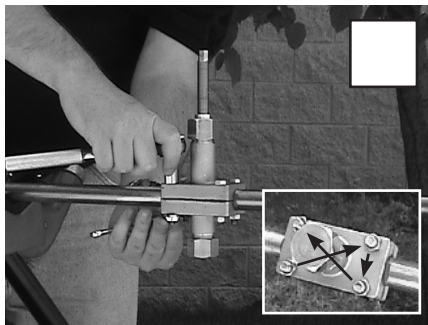
Pipe hanger supports should be installed on both sides of the Add-A-Valve®, 12 inches on center to eliminate stress at the ends of the valve. If hangers cannot be installed, it is NOT recommended to use the Add-A-Valve®.



### Step 4

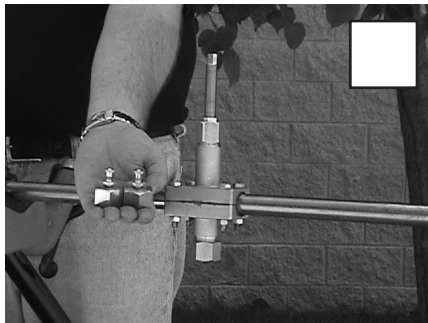
**Note:** Be sure the stem cutter is backed out all the way so that the cutter does not make contact with the copper tubing.

Assemble the two body halves around the copper tubing and replace the four (4) 316 stainless steel bolts.



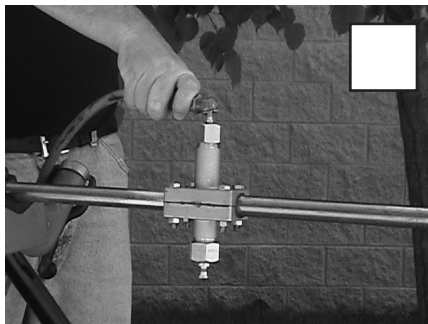
### Step 5

Using a ratchet and wrench, **tighten the four bolts in an 'X' pattern to a torque of 95 - 105 in/lb.** Be careful not to overtighten, as you may strip the bolts and cause a leak. If, after proper assembly of the four bolts, you experience a slight gap between the two halves of the Add-A-Valve®, make sure the gap is evenly distributed on both sides of the body. A closed gap on one side and an open gap on the other will cause a leak. Additionally, it will prevent the cutter from making a straight cut and will damage the pipe, thereby making it susceptible to breakage or a leak.



### Step 6

To begin testing your installation, remove the stem and bottom cap and screw on the test caps that are supplied with your kit.



### Step 7

Pump air into both test caps at approximately 15-20 psi. We are testing the installation sealant and valve bodies for leaks.



### Step 8

Now spray the entire body of the valve with a soapy water solution and check for bubbles that indicate a leak.

If you see any bubbles, reposition or tighten and then retest.

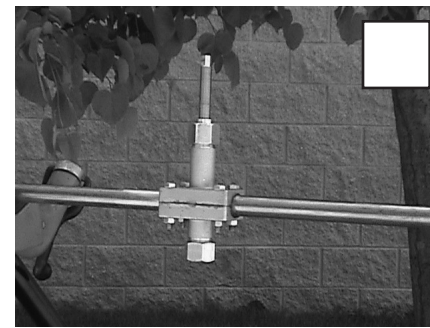
Do NOT proceed with the Add-A-Valve® installation until testing succeeds.

### Step 9

When it air tests without leaks, remove both test caps and replace with the stem cutter and bottom cap.

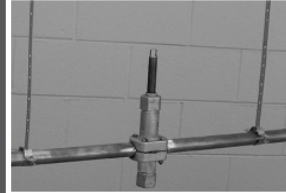
**Note:** Be sure the stem cutter is backed out all the way so that the cutter does not make contact with the copper tubing.

We are now ready to engage the stem cutter.



### CAUTION

Before engaging the cutter, pipe hanger supports should be installed on both sides of the Add-A-Valve®, 12 inches on center to eliminate stress at the ends of the valve. If hangers cannot be installed, it is NOT recommended to use the Add-A-Valve®.



Determine what size Add-A-Valve® you have and follow the corresponding directions

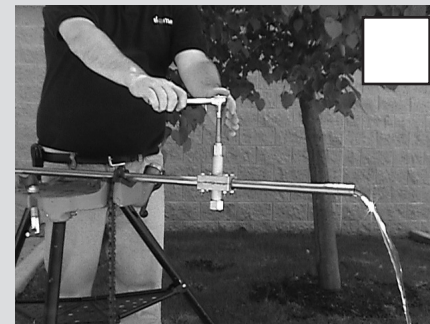
### SINGLE STEM

For sizes 1/2" to 1"

### Step 10

### DOUBLE STEM

For sizes 1-1/4" to 2"



Use a 3/8" socket wrench, manual operation only! Do NOT use a drill motor.

Keeping steady pressure, ratchet the stem cutter

down until you've cut through both walls of the copper tubing.

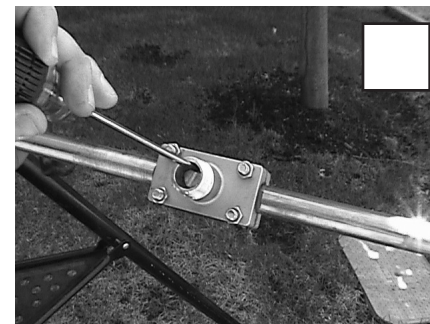
**This is a TWO person operation.**

Use a 9/16" socket wrench on the stem cutter, and with the help of a second person, use an open end wrench on the outer stem.

This sets the depth of the cut and prevents the cutter from binding. Slowly turn both wrenches at the same time.



When you've reached the stop ring, you've reached the seating position of the valve. At this time, ratchet one to one and a half turns to expand the Viton® seal across the two pipe cuts.



### Step 11

You must now remove both copper slugs and flush the debris. Begin by removing the bottom cap. There may be some water trapped here. However, if water does not appear to be completely shut off, remove the bottom cap completely and slowly ratchet the stem cutter down further until water flow stops.

To remove slugs, take a hammer and a flat head screwdriver and gently tap the high side of the two copper slugs into a vertical position and remove with needle nose pliers.

**Note:** To flush debris, reverse the stem cutter with bottom cap off until you see a flow of water. Debris should be flushed. Reseat the valve until the flow stops and replace cap. **Congratulations, shut down is now complete!** You can now use the Add-A-Valve® to make a repair or as a live, hot tap. **The Jomar Add-A-Valve® is engineered for ONE-TIME use as an emergency shut-off device! Once the stem cutter has been raised DO NOT lower it again.**

