

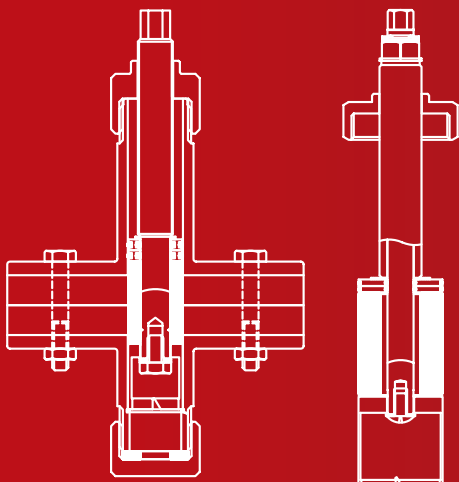


# INSTALLATION, OPERATION, & MAINTENANCE GUIDE

## LEAD FREE BRASS BALL VALVES

---

Add-a-Valve®



**MODEL**  
ADD-A-VALVE®



---

## **IMPORTANT**

For safe and proper operation, please read the enclosed installation, operation, and maintenance instructions prior to using any Jomar Valve product. Save this document for reference.

Only qualified personnel should undertake the procedures outlined in this document. Jomar Valve, its agents, representatives, and employees assume no liability for the use of these procedures. These procedures are offered as suggestions only.

Note that failure to follow the enclosed instructions may damage the product and/or void any applicable warranties.

---



## Lead Free Brass Ball Valve Emergency Shut Off Device

Model: Add-A-Valve®



### ATTENTION

Jomar requires that the Add-A-Valve® installer view the Jomar installation 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®.

Video is available for viewing at: [www.vimeo.com/799186883](http://www.vimeo.com/799186883)

### FOR TECHNICAL SUPPORT

Call 1.800.325.5690 or visit: [www.vimeo.com/799186883](http://www.vimeo.com/799186883)

### BEFORE YOU START

- Verify that there is not a risk of deadheading a pump during installation.
- Isolate the Add-A-Valve® location or reduce the flow rate as much as the system will allow. Ideally, install the Add-A-Valve® on a static line.

**NOTE:** 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.

### INCLUDED PARTS

- Add-A-Valve®
- Gasket Sealant (Loctite® 518)
- Brush
- Extra Viton® O-Rings (2)
- Shraeder® test caps (2)

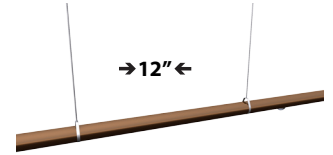


### ADDITIONAL TOOLS

- Needle-nose pliers
- Flat head screwdriver
- Hammer
- Adjustable wrench
- Ratchet wrench
- Open-end wrench
- Emery cloth
- Optional for Double Stem Models (1-1/4" - 2"):
  - Drill (electric or cordless) with socket adapter
  - Cordless backup battery recommended

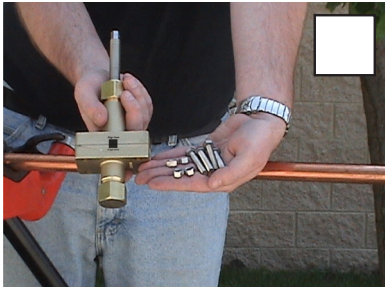
### CAUTION

Pipe hanger supports should be installed on **both** sides of the Add-A-Valve® 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 1

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



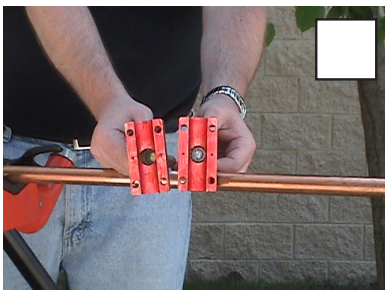
### STEP 2

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

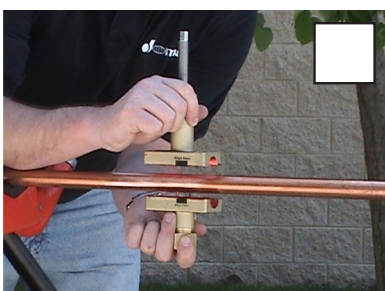


### STEP 3

Apply a liberal amount of the provided gasket sealant (Loctite® 518) and brush evenly across the entire body half surface.



Apply the gasket sealant to both body halves and allow 1-2 minutes for dry time.

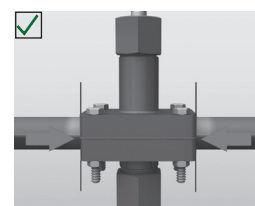


### STEP 4

Assemble the two body halves around the copper tubing.

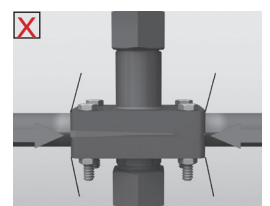
**NOTE: Be sure the stem cutter is backed out all the way so that the cutter does not make contact with the copper tubing.**

### CORRECT



Ensure even gap distribution on all axes/directions.

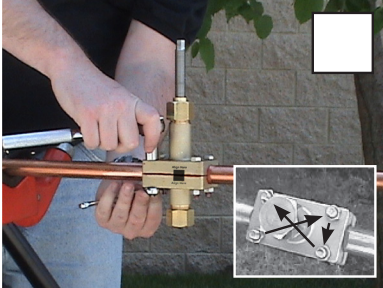
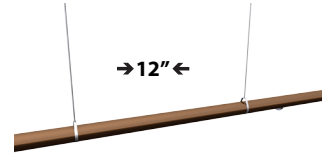
### INCORRECT



Uneven gap distribution can lead to install failure.

### CAUTION

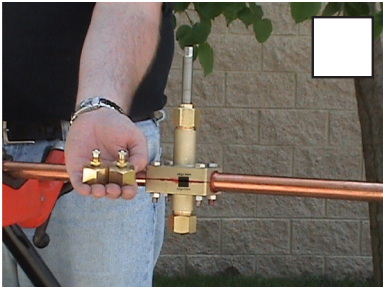
Pipe hanger supports should be installed on **both** sides of the Add-A-Valve® to eliminate stress at the ends of the valve. If hangers cannot be installed, it is NOT recommended to use the Add-A-Valve®.



### STEP 5

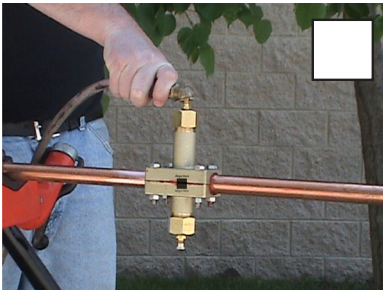
Using a ratchet and wrench, **tighten the four (4) 316 stainless steel bolts in an 'X' pattern to a torque of 95 - 105 in/lb.** Do not overtighten, as you may strip the bolts and cause a leak. If a slight gap between the two halves of the Add-A-Valve® is detected, make sure the gap is evenly distributed on both sides of the body.

**NOTE: 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.**



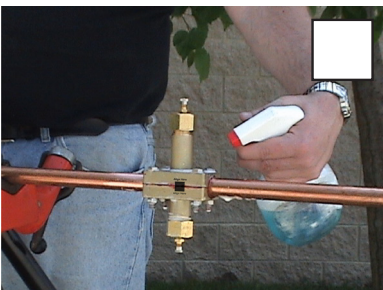
### STEP 6

To test the installation, perform an air test. To perform an air test, remove the stem and bottom cap and screw on the test caps that are supplied in the kit.



### STEP 7

Pump air into both test caps at approximately 15-20 PSI. This tests the installation sealant and valve bodies for leaks.

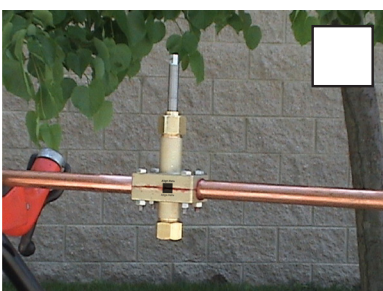


### STEP 8

Spray the entire body of the valve with a soapy water solution and inspect the valve for bubbles.

If bubbles are visible, reposition or tighten to ensure a tight fit and no leaks, then retest the Add-A-Valve®.

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



### STEP 9

After the air tests are successful and no visible bubbles are present, remove both test caps and replace with the stem cutter and the bottom cap.

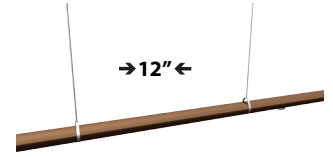
**NOTE: Ensure the stem cutter is backed out all the way, to prevent the cutter from making contact with the copper tubing.**

Now, engage the stem cutter.



### CAUTION

Pipe hanger supports should be installed on **both** sides of the Add-A-Valve® 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:



### STEP 10: SINGLE STEM FOR SIZES 1/2" - 1"

Use a manual 3/8" socket wrench.

Using steady pressure, ratchet the stem cutter down until both walls of the copper tubing have been cut.

**NOTE:** Do NOT use a drill motor.



### STEP 10: DOUBLE STEM FOR SIZES 1-1/4" - 2"

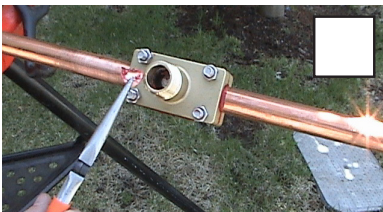
**This is a TWO person operation.**

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 simultaneously.

OPTIONAL: A drill can be used to turn the stem cutter at a constant, slow RPM, while using an open box wrench to adjust depth. Do not advance the outer stem at a rate that causes the cutter to bind. If the cutter begins to bind, stop the drill and retract the outer stem by quarter-turn. Slowly restart the drill and continue advancing the outer stem down. If using a cordless drill, have a backup battery and additional socket wrench on hand.

**NOTE:** This option is for double stem models ONLY. Do not use a drill motor on Add-A-Valve® sizes 1" and below (single stem models).

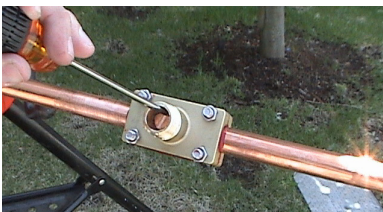
**When the stop ring is reached, the seating position of the valve is met. At this time, ratchet approximately one to one-and-a-half turns to expand the Viton® seal across the two pipe cuts.**



### STEP 11

Remove both copper slugs and flush the debris. To do this, remove the bottom cap. Some water may be trapped here. If the water does not appear to be completely shut off, remove the bottom cap completely and slowly ratchet the stem cutter down further until the water flow stops.

To remove slugs, take a hammer and a flat head screwdriver to gently tap the high side of the two copper slugs into a vertical position and remove the slugs 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. 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.**