**How to...**

**Replacing the fill valve**

1. Turn off water supply valve and flush toilet to empty tank. Sponge out excess water, then remove refill tube from flush valve assembly.

2. Unscrew fill valve connector nut and fill valve lock nut. Lift entire fill valve and float assembly from tank.

3. Clean tank bottom where fill valve washer seats to be sure of a good seal.

4. Insert new fill valve and tighten lock nut. Make sure float assembly faces the right direction.

5. Attach water supply line with connector nut. Screw float assembly into place and reattach refill tube.

6. Turn water supply valve on. Fill tank and check for leaks. Tighten fill valve lock nut if necessary.

---

*Eugene Water & Electric Board*
Replacing the flapper

1. Turn off water supply valve and flush toilet to empty tank. Sponge out excess water, then remove refill tube from overflow tube.
2. Remove chain from flush lever. Remove old flapper by sliding it up and off the overflow tube. *For new plastic flush valves you may bend flapper ears out and off pins on the flush valve.*
3. Install new flapper by sliding it down over overflow tube until ring touches bottom of tank and then adjusting flapper bulb so that it centers on the valve opening. *For plastic valves cut ring off flapper along lines marked "cut" and slip ears of flapper over pins on flush valves.*
4. Reattach chain to flush lever, adjusting length as necessary.
5. Turn water supply valve on. Fill tank and check that the flapper works properly.

A few minor repairs can make a major difference!

A toilet leak can waste up to 200 gallons per day. Leaking toilets are usually caused by leaking flush valves and leaking fill valves.

If you suspect a leak, find out which kind of leak you have. Look into the toilet tank and see if water is trickling into the overflow tube. You may want to lower the water level in the toilet tank. If the fill valve cannot adjust to a lower position, follow the instructions in this brochure to replace it. If water is not trickling into the overflow tube, put one teaspoon of food coloring or a dye tablet into the toilet tank. After waiting 15 minutes, check the toilet bowl. If the water is colored, you have a flush valve leak and should replace the flapper.

Remember, fixing leaks saves you money on your water bill, but saves you even more on your sewer charges.

Tools needed to repair fill valves:
- 10" adjustable wrench

For a more complete toilet repair guide, see your local plumbing store or home improvement center.

*Eugene Water & Electric Board, 1996*