

TANK BREAKDOWN PROCEDURES

1. DOUBLE CHECK THAT THERE ARE NO ORGANISMS STILL IN THE AQUARIUM (MOVE DECORATIONS; LIFT UP ROCKS, CHECK EVERY CREVICE!!)
2. UNPLUG EVERYTHING (EVERYTHING MUST BE UNPLUGGED FOR AT LEAST 10 MINUTES BEFORE PROCEEDING)
3. USING A SIPHON, REMOVE AS MUCH WATER AS POSSIBLE...BE SURE TO BANG AROUND THE SUBSTRATE TO CLEAN IT DURING THIS TIME.
4. REMOVE ALL DECORATIONS & CLEAN THEM THOROUGHLY WITH A SCRUBBER OR PAPER TOWEL. GIVE THEM A FINAL RINSE AND STORE THEM IN THE APPROPRIATE DECORATIONS CONTAINER, KEPT IN BACK TANK ROOM OF 617.
5. REMOVE HEATER; CLEAN IT THOROUGHLY AND DRY IT BEFORE STORING IN HEATER DRAWER IN BACK OFFICE.
6. REMOVE THERMOMETER; CLEAN IT THOROUGHLY AND DRY IT BEFORE STORING IN THERMOMETER BOX IN BACK OFFICE.
7. REMOVE BLUE FILTER PAD, RINSE GENTLY UNDER WATER AND GENTLY SCRUB OFF ANY EXCESS SOLID MATERIAL. REPLACE BACK IN HOOD OR FILTER SYSTEM.
8. REMOVE HOOD AND PLACE BEHIND TANK.
9. SCOOP OUT ALL SUBSTRATE AND PLACE IN A STRAINER, OR BOWL, AND RINSE OR SOAK IN COLD TAP WATER (THIS STEP MUST BE DONE SEVERAL TIMES)
10. WHEN SUBSTRATE IS OUT OF TANK, TAKE WET PAPER TOWEL AND SALT AND SCRUB THE INSIDE GLASS OF THE FISH TANK AS THOROUGHLY AS POSSIBLE. RINSE OUT SALT AND POUR ANY EXCESS WATER DOWN THE DRAIN OF A SINK.
11. WHILE TANK IS EMPTY; REMOVE IT AND WIPE DOWN THE COUNTERTOP WHERE THE TANK HAS BEEN STANDING.
12. AFTER SUBSTRATE HAS AND INTERIOR OF TANK HAVE BEEN CLEANED, REPLACE SUBSTRATE BACK IN SAME TANK BY POURING ONTO BOTTOM AND SPREADING OUT EVENLY.
13. THOROUGHLY CLEAN THE HOOD AND THE EXTERIOR GLASS OF THE TANK.
14. PLACE HOOD BACK ON TOP OF TANK; ELECTRICAL WIRES SHOULD BE INSIDE THE TANK SITTING ON THE GRAVEL.
15. PUSH THE TANK AGAINST THE BACK WALL AND TAPE A SIGN ON FRONT GLASS INDICATING CLEANING COMPLETE AND THE DATE.