

**TODDY<sup>®</sup>**

**COLD  
BREW  
SYSTEM**



**Brewing Guide**

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# TODDY®

## COLD BREW SYSTEM PARTS LIST

### WASH BEFORE USE

Rinse the felt filter in running water and wash all other reusable parts in warm soapy water before use.

**BPA FREE**

**Brewing Handle**

HDPE ♻️

**Decanter**

Glass

**Decanter Lid**

LDPE ♻️

**Container Lid**

Silicone

**Paper Filter Bag**

METHOD 1 Option

**Brewing Container**

HDPE ♻️

**Reusable Felt Filter**

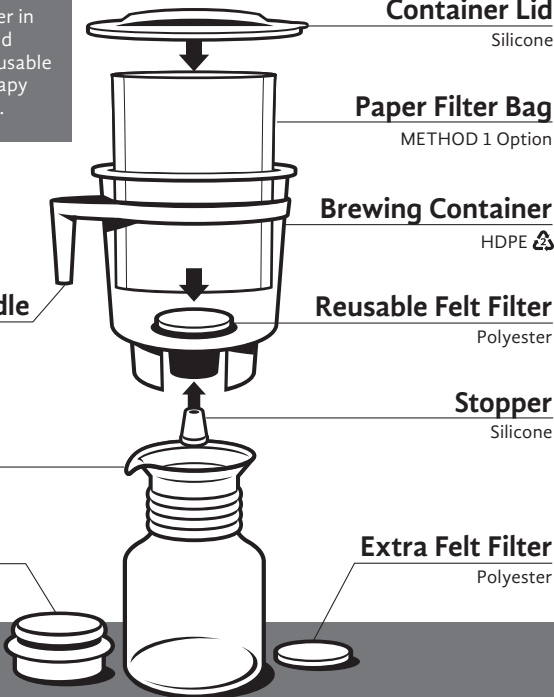
Polyester

**Stopper**

Silicone

**Extra Felt Filter**

Polyester

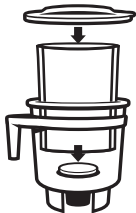


The Toddy® Cold Brew System is proudly made in Loveland, Colorado, USA.

For questions or to reorder parts, call (888) 863-3974 (in the USA) or +1 (970) 493-0788 (international) or visit [ToddyCafe.com](http://ToddyCafe.com).

## 2 BREWING METHODS

### Paper Filter Bag + Reusable Felt Filter



Coffee Measurements

Tea Measurements

# 1

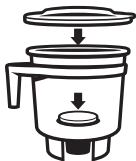
### METHOD 1: Dual Filtration

- Recommended for easy cleanup
- Most cold brew per batch
- Works with more coffee grind sizes and smaller tea leaves

12 oz (340 g) coarse-ground coffee  
+ 7 cups (56 fl. oz./1.65 L) water

8 oz (230 g) tea leaves  
+ 9 cups (72 fl. oz./2.13 L) water

### Reusable Felt Filter



Coffee Measurements

Tea Measurements

# 2

### METHOD 2: Classic

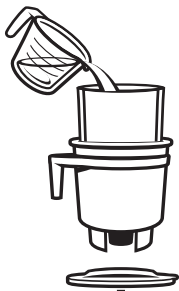
- Our original tried-and-true method developed in 1964
- Polished cold-brew concentrate with virtually no sediment
- Requires only reusable felt filters

12 oz (340 g) coarse-ground coffee  
+ 7 cups (56 fl. oz./1.65 L) water

8 oz (230 g) of tea leaves  
+ 9 cups (72 fl. oz./2.13 L) water

# METHOD 1: COFFEE CONCENTRATE

For the best flavor, start with 12 ounces (340 g) of coarsely ground coffee and 7 cups (56 fl. oz./1.65 L) of filtered water by volume.



- 1 Fill** First, insert the stopper into the outside bottom of the brewing container; then, dampen the disc-shaped felt filter and insert it into the inside bottom of the brewing container.

Next, open the top of your paper filter bag and place the bag into the brewing container. Pour 12 ounces (340 g) of coarse-ground coffee into the bag, followed by 7 cups (56 fl. oz./1.65 L) of water. Stir coffee grounds gently with a spoon or spatula to ensure even saturation. Tightly twist the top of the bag to close it.



- 2 Brew** Steep your coffee grounds at room temperature 12 to 24 hours to create a smooth, rich flavor.

- 3 Filter** Remove the stopper and let your coffee concentrate flow into the glass decanter. Remove and discard the paper filter and coffee grounds. Coffee concentrate will stay fresh for up to 2 weeks in your refrigerator.



- 4 Serve** We recommend starting with a ratio of 1 part coffee concentrate to 3 parts water, milk, or soy. Mix to taste, making your coffee as strong or as mild as you prefer. For rich, smooth iced coffee, simply pour coffee concentrate and water, milk, or soy over ice. For a flavorful yet gentle cup of hot coffee, stir concentrate with steaming hot water.

## METHOD 2: COFFEE CONCENTRATE

For the best flavor, start with 12 ounces (340 g) of coarsely ground coffee and 7 cups (56 fl. oz./1.65 L) of filtered water by volume.



- 1 Fill** First, insert the stopper into the outside bottom of the brewing container; then, dampen the filter and insert it into the inside bottom of the brewing container.

Next, add 1 cup (235 mL) of water into the bottom of the Toddy brewing container and 6 ounces (170 g) of ground coffee. Slowly pour 3 more cups (710 mL) of water over the grounds in a circular motion. Wait 5 minutes, then add the remaining 6 ounces (170 g) of ground coffee. Finally, slowly add the last 3 cups (710 mL) of water. **DO NOT STIR** (stirring the bed of grounds can result in a clogged filter).



Lightly press down on the topmost grounds with the back of a spoon to ensure all grounds are wet.

- 2 Brew** Steep your coffee grounds at room temperature 12 to 24 hours to create a smooth, rich flavor.

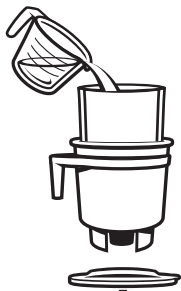
- 3 Filter** Remove the stopper and let your coffee concentrate flow into the glass decanter, where it will stay fresh for up to 2 weeks in your refrigerator.



- 4 Serve** We recommend starting with a ratio of 1 part coffee concentrate to 3 parts water, milk, or soy. Mix to taste, making your coffee as strong or as mild as you prefer. For rich, smooth iced coffee, simply pour coffee concentrate and water, milk, or soy over ice. For a flavorful yet gentle cup of hot coffee, stir concentrate with steaming hot water.

# METHOD 1: TEA CONCENTRATE

The Toddy® brewing container is designed to hold 8 ounces (230 g) of loose tea leaves and 9 cups (72 fl. oz./2.13 L) of water.



- 1 Fill** First, insert the stopper into the outside bottom of the brewing container; then, dampen the disc-shaped felt filter and insert it into the inside bottom of the brewing container as usual.

Next, open the top of your paper filter bag and place the bag into the brewing container. Pour 8 ounces (230 g) of tea leaves into the bag, followed by 9 cups (72 fl. oz./2.13 L) of water. Stir tea leaves gently with a spoon or spatula to ensure saturation. Tightly twist the top of the bag to close it.



- 2 Brew** Steep your tea leaves for 12 hours to create a smooth, vibrant flavor.

- 3 Filter** Remove the stopper and let your tea concentrate flow into the glass decanter. Remove and discard the paper filter and tea leaves. Concentrate will stay fresh for up to 2 weeks in your refrigerator.



- 4 Serve** We recommend starting with a ratio of 1 part tea concentrate to 7 parts water, milk, or soy. Mix to taste, making your tea as strong or as mild as you prefer. Serve hot or iced.

## METHOD 2: TEA CONCENTRATE

The Toddy® brewing container is designed to hold 8 ounces (230 g) of loose tea leaves and 9 cups (72 fl. oz./2.13 L) of water.



- 1 Fill** First, insert the stopper into the outside bottom of the brewing container; then, dampen the filter and insert it into the inside bottom of the brewing container.

Next, add 3 cups (710 mL) of water into the bottom of the Toddy brewing container and 4 ounces (115 g) of tea leaves. Slowly pour 3 more cups (710 mL) of water over the leaves in a circular motion. Then, add the remaining 4 ounces (115 g) of tea leaves. Finally, wait 5 minutes and slowly add the last 3 cups (710 mL) of water. **DO NOT STIR** (stirring the bed of tea leaves can result in a clogged filter).

Lightly press down on the topmost tea leaves with the back of a spoon to ensure all tea leaves are wet.



- 2 Brew** Steep your tea leaves for 12 hours to create a smooth, vibrant flavor.



- 3 Filter** Remove the stopper and let your tea concentrate flow into the glass decanter, where it will stay fresh for up to 2 weeks in your refrigerator.

- 4 Serve** We recommend starting with a ratio of 1 part tea concentrate to 7 parts water, milk, or soy. Mix to taste, making your tea as strong or as mild as you prefer. Serve hot or iced.

# EASY CLEANUP



- 1** | **Dispose** of the grounds or tea leaves (and paper filter bag, if using METHOD 1).



- 2** | **Remove** the reusable felt filter from the bottom of the brewing container.



- 3** | **Rinse** out the filter with water (no soap).



- 4** | **Immediately** put the damp filter in a resealable plastic bag and place in the freezer.



**Note:** Dishwasher safe. For longest life, we recommend hand-washing all reusable parts.



# FREQUENTLY ASKED QUESTIONS



Visit [ToddyCafe.com](http://ToddyCafe.com) for a more complete set of FAQs. You can also ask a specific question via our website or call us toll-free at (888) 863-3974.

## **Q: How much concentrate will my Toddy® system produce each batch?**

**A:** If you are brewing 12 ounces of coffee, it should yield approximately 38 ounces of coffee concentrate. If you are making tea, your 8 ounces of tea leaves should produce approximately 50 ounces of tea concentrate. This should be just above the Toddy logo on your glass decanter.

## **Q: Where should I store my cold brew concentrate?**

**A:** To maximize freshness store your concentrate in your refrigerator using your glass decanter and lid.

## **Q: My Toddy® system won't drain. What should I do?**

**A:** To avoid clogging, make sure the coffee you use is coarsely ground. This will allow the water to saturate all of the grounds without clogging your filter. Also, when pouring your water over your grounds, do so gently to least disrupt them. If your filter does become clogged and drainage stops before full extraction is complete, gently poke the rounded blunt end of a dinner knife through the grounds until the tip hits the filter. Then gently scrape the top of the filter. Do not stir your coffee grounds or brew on an unsteady surface, as it may agitate the grounds. Try Toddy® Paper Filter Bags in your next batch to prevent felt filter clogging.

## **Q: My market doesn't sell coffee in 12 oz. sizes. Can I brew a full pound? Can I brew 8 oz.?**

**A:** Yes. To brew one pound (16 oz./450 g) of coffee, increase the amount of water added to the grounds to 9 cups (2.13 L). Please note: The brewing container will be very full, so use caution not to overflow. To brew 8 ounces (230 g) of coffee, decrease the water to 4.5 cups (1.07 L).

# FREQUENTLY ASKED QUESTIONS



**Q: How often should I change my reusable felt filter?**

**A:** The felt filter may be used up to 10 times (discard after 3 months). Toddy® Paper Filter Bags are for one-time use only. You may purchase new filters and other Toddy® genuine replacement parts from your local retailer, your favorite online supplier, or at [ToddyCafe.com](http://ToddyCafe.com).

**Q: How should I grind my coffee beans?**

**A:** Use the coarsest grind setting for best results. If you purchase beans from a coffee shop, ask your barista to grind for French press. Many home grinders have no grind settings - grind your beans 75% of the time recommended for hot brew systems.

**Q: Can I use traditional paper filters in my Toddy® system?**

**A:** No, the Toddy® Cold Brew System requires specially designed felt and paper filters.

**Q: The instructions say to leave the grounds and water undisturbed. Some of the grounds clump up and resist getting wet, thus remaining dry after I add the water. Should I stir to wet all the coffee grounds?**

**A:** Yes, you can stir the grounds if using the paper filter (Method 1). Stirring is not recommended for Method 2 as the felt filter may clog.

**Q: How can I best protect my Toddy® system for longtime use?**

**A:** Follow our easy cleanup practices found below to get the most out of your Toddy® system. When removing your filter, push a round, thin object through the bottom of the brewing container. Do not use anything sharp as this may cause leakage during brewing. Keep your Toddy® brewing container away from extreme temperatures and do not push your stopper in too hard to prevent cracking and leakage.

# FREQUENTLY ASKED QUESTIONS



**Q: Can I drink cold brew concentrate hot?**

A: Your Toddy® Cold Brew System makes a delicious concentrate for hot coffee as well as iced. We recommend 1 part concentrate to 3 parts steaming hot water for a flavorful yet gentle cup of hot coffee.

**Q: Can I use a knife from the bottom of the brew container to remove the felt filter?**

A: We recommend removing the felt filter with your hands instead of using a knife or other sharp utensil from the underside. You can also use a straw or chopstick if you have those items available.

**Q: How hard must I push the stopper in to seal the brew container?**

A: We recommend gently pressing the stopper into place and turning it a quarter turn to seal. No need to use a great deal of pressure.

**Q: Does my Toddy® Cold Brew System have a warranty?**

A: Toddy offers a one-year product warranty for defects in material or workmanship with a valid proof of purchase from an authorized reseller. Please contact us at (888) 863-3974 or [ToddyCafe.com](http://ToddyCafe.com).

**Q: What else can I make with the concentrate from my Toddy® Cold Brew System?**

A: We're delighted to introduce a unique collection of food and beverage recipes using cold-brewed coffee and tea. Please see our exclusive recipes online at [ToddyCafe.com](http://ToddyCafe.com).

# TODDY®



**Questions? | Recipes! | Reorder!**

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Version: 1-2020