



**SOUTHERN**  
POOLS AND SPAS



# Pool Owners Manual



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# POOL OWNER MANUAL

Congratulations on purchasing your new pool! If maintained properly, it will offer many years of backyard fun and relaxation the entire family will enjoy.

This manual is to help you with any questions or problems that can be easily solved. This manual is also designed to help you understand the chemical and cleaning maintenance of your pool. By adding a few simple chemicals and testing your water regularly, you will spend more time swimming than worrying.

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Owner's Name

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Pool Size/Style

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Gallons of Water

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Liner Specifications

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Date of Pool Installation

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# Keeping Your Pool Water Balanced

Maintaining your pool water in the proper balance pays big rewards. As a result, it makes for more comfortable swimming and less maintenance.

If the pool water is not properly balanced, it could cause a number of costly problems:

- Damage to liner
- Damage to pump, filter, and equipment
- Burning of eyes and skin
- Cloudy water
- Algae growth
- Bacteria/unsafe swimming conditions

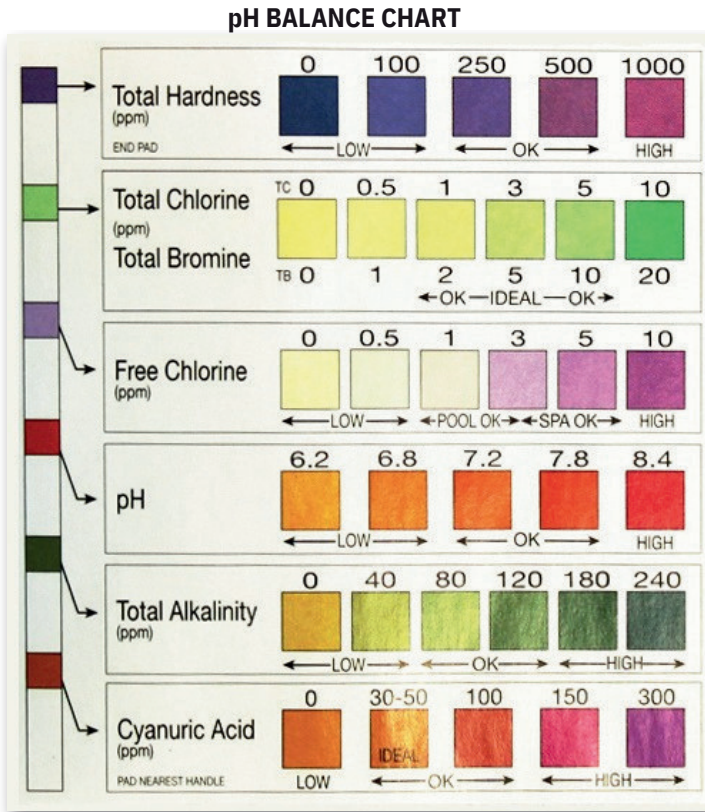
All of these factors affect proper water balance:

- How often you use the pool
- Weather (rain, sun, wind)
- Dust debris
- Circulation
- Number of swimmers
- Animals
- Water treatment products used

The following shows the ranges for basic water chemistry balancing-

<b>Factor</b>	<b>Range</b>	<b>Function</b>
pH	7.2-7.8	Allows other chemicals to operate properly
Total Alkalinity	60-120 ppm	Ability of pool to counteract change in pH
Calcium Hardness	200-400 ppm	To avoid scaling and corrosion
Stabilizer (Cyanuric Acid)	30-90 ppm	Protects chlorine from the sun

# Definitions



range. The pool water may promote cloudy or clear green water, corrosion, and cause damage to the pool fixtures and equipment. TA that is above 120 can cause cloudy water or scale, and can also create an ideal environment for algae growth.

\*\*\*Note: Cyanuric Acid (stabilizer) will interfere with the test for TA, therefore it is necessary to compensate for this interference. For pools with a CyA above 50 ppm, the correction formula is:  $TA - 1/3 \text{ CyA} = \text{True Total Alkalinity}$

**Cyanuric Acid (CyA) (stabilizer):** If you are using any chlorine-based sanitizing product, the first thing you need to do to the water is stabilize it. By stabilizing the water you are protecting the chlorine from the sun's UV rays, and greatly reducing your costs of chlorine. Think of the stabilizer as an invisible umbrella over your pool. The only way stabilizer leaves the water is by dilution or evaporation.

**pH:** Proper pH levels allow other chemicals to do their work.

It is important to note that low and high levels can cause damage to the liner. Under the right circumstances with pH below 7.0, the liner can actually grow and develop unsightly wrinkles, staining of walls, chlorine loss, and skin/eye irritation. High pH greatly accelerates the aging process and shortens the life of the liner. High pH can also cause chlorine inefficiency, plugged filters, and skin/eye irritation. Make sure to test your pH regularly with your test strips so these things can be avoided. If your pH appears to be off on your test strips, bring your pool water sample to Pool and Spa Depot and we'll professionally test your water for free.

**Total Alkalinity (TA):** This refers to the quantity of alkaline materials dissolved in water, which act as a buffer in controlling pH change. If the TA is below 60 ppm the pH will not stay in proper

**Calcium Hardness:** This refers to the calcium and magnesium content of the pool. It is wise to check this regularly to prevent problems with the liner and filter system.

**Metals:** Having high levels of metal in the water is the leading cause of pool stains. Test these levels monthly or bring a water sample to Pool and Spa Depot.

**Phosphates:** Phosphates are compounds of the nonmetallic element phosphorous and are a primary food source for aquatic plants, including all types of algae. They are found in lawn and garden fertilizers, decaying vegetation, municipal water, cosmetic items on bathers, and even other pool chemicals. You can never completely eliminate phosphates, however, there are chemicals that will lower them. Bring in a water sample monthly to Pool and Spa Depot to test the levels.

# Sanitizing Systems

To maintain a clean, safe, and enjoyable swimming environment, effective sanitizing is essential. Chlorine is one of the most widely used methods, working to kill bacteria and oxidize contaminants. When chlorine combines with contaminants, it creates combined chlorine (chloramines), which has minimal sanitizing ability and no oxidizing power. Pool water sanitization typically relies on keeping free chlorine within the optimal range and occasionally shocking the pool when combined chlorine levels rise.



For chlorinated pools, maintaining a chlorine range of 1.0–4.0 ppm is recommended. This level effectively kills bacteria and other harmful organisms while minimizing the risk of liner damage or other pool issues.

To achieve and maintain these levels, chlorine tablets are commonly used, added to a floater, skimmer, or chlorinator. Most pools require approximately two tablets per week per 10,000 gallons.

However, there are several other effective sanitizing options, each with its unique approach and benefits. In the following sections, we'll introduce these methods, including:

- **MPT (Multi-Performance Tablets)**
- **NST (Non Stabilizing Tablets)**
- **Frog Leap System**
- **Baquacil**
- **ClearBlue Ionizing System**
- **Saltwater Systems**

Each system offers different advantages, so consider your pool's specific needs when choosing a sanitizing approach.

## Poolife MPT Extra System (3-Step System)

The Poolife MPT Extra System is a convenient, effective 3-step chlorine-based system that helps maintain crystal-clear water and balanced sanitizing levels. The process is straightforward and keeps your pool safe and swim-ready with minimal maintenance.



- **Sanitize with Poolife MPT Extra Chlorine Tablets**

These multi-purpose tablets are designed to handle daily chlorination and contain built-in stabilizers to protect the chlorine from sun degradation. In addition to chlorine, each tablet includes an algaecide and clarifier to ensure long-lasting, balanced protection against algae growth and cloudy water. For best results, place the tablets in a chlorine floater, skimmer, or chlorinator. Typically, 1-2 tablets per week per 10,000 gallons will maintain the ideal chlorine level of 1.0–4.0 ppm.



- **Shock with Poolife TurboShock**

Shocking is essential to rid the water of contaminants and boost the chlorine levels, ensuring total sanitization. Poolife TurboShock dissolves quickly, raises free chlorine, and helps remove chloramines (combined chlorine). Apply TurboShock weekly or when combined chlorine levels are 0.5 ppm or higher, or if the water appears cloudy. This will keep your water free of organic contaminants and promote crystal clarity.

- **Prevent Algae with Poolife Defend+**

For comprehensive protection, use Poolife Defend+ as a preventative measure against algae growth. This algaecide is compatible with chlorine and keeps the pool clear of green, mustard, and black algae types. Add Defend+ weekly, particularly during warmer months when algae growth is more likely. It is also safe to use alongside the MPT Extra Chlorine Tablets and TurboShock for a consistent defense.

**Target Range for Free Chlorine Levels:** 1.0–4.0 ppm

**Frequency:** Follow this system weekly or as needed based on chlorine and combined chlorine levels.

## Poolife NST System (No-Stabilizer Technology)

The Poolife NST (No-Stabilizer Technology) System provides powerful sanitization without adding stabilizer, making it ideal for stealth pools or pools that don't need extra cyanuric acid (CYA). This system prevents excess CYA buildup, ensuring effective sanitization without chlorine lock



- **Sanitize with Poolife NST Chlorine Tablets**

These slow-dissolving NST Chlorine Tablets maintain steady chlorination without stabilizers, allowing for better chlorine efficiency. Place tablets in a chlorine floater or feeder (not the skimmer). Typically, 1 tablet per 10,000 gallons per week keeps the free chlorine within the ideal range of 1.0–4.0 ppm.

- **Shock with Poolife NST Purify Shock**

To oxidize contaminants and maintain clarity, use NST Purify Shock weekly or whenever combined chlorine levels exceed 0.5 ppm. This shock product quickly raises free chlorine without adding stabilizer, keeping chlorine levels effective without risk of CYA buildup.

- **Prevent Algae with Poolife NST Patrol**

Poolife NST Patrol provides broad-spectrum algae prevention, including protection against green, black, and mustard algae. Adding NST Patrol weekly, particularly during warmer months, helps control algae growth and keeps your pool water clear.



**Target Range for Free Chlorine Levels:** 1.0–4.0 ppm

**Frequency:** Follow this system weekly or as needed based on chlorine and combined chlorine levels.

**Pro Tip:** For optimal results, **Poolife NST Chlorine Tablets** are most effective when the pool's pH is maintained between **7.2 and 7.4**, and **alkalinity does not exceed 80 ppm**. For best performance, it's also recommended to run the pump continuously when using the NST feeder.



## Frog Leap Mineral System

The Frog Leap Mineral System is a unique, low-chlorine pool care solution that combines minerals and a small amount of chlorine to keep water crystal clear, silky smooth, and sanitized. This system reduces chlorine use while providing consistent protection against bacteria and algae.



- **Sanitize with Frog Leap Mineral Cartridge**

The Frog Leap Mineral Cartridge releases minerals into the pool, which work alongside a reduced chlorine level to kill bacteria. These minerals naturally sanitize the water, creating a softer, gentler swim experience. Replace the Mineral Cartridge every six months or at the start of each season, as it depletes over time.

- **Maintain Chlorine Levels with Frog Leap Torpedo Pac**

To ensure consistent sanitization, the Frog Leap Torpedo Pac dispenses a low, steady dose of chlorine. Place the Torpedo Pac inside the Frog Leap System housing, and it will slowly release chlorine into the pool to maintain a level of 0.5–1.0 ppm. This low-chlorine requirement helps extend the life of your pool liner and reduces the impact on skin and eyes.

- **Shock with Frog Leap All-Out or Frog Leap Depth Charge**

Shocking the pool weekly or after heavy use helps remove contaminants and oxidize any combined chlorine. Frog Leap All-Out is a powerful algae preventer, ideal for keeping algae under control, while Frog Leap Depth Charge provides a quick, thorough shock treatment. Use either product as needed to maintain clear, balanced water.

**Target Range for Free Chlorine Levels:** 0.5–1.0 ppm

**Frequency:** Follow this system weekly for routine sanitization and shock treatment based on chlorine and combined chlorine levels.

### Part 1

#### FROG Leap Infuzer™

The water treatment center that controls the flow of water to each part of the FROG Leap™ System.



For Pools Up to 25,000 gallons.

### Part 2

#### FROG Leap Anti-Bac Mineral Pac™

Holds the minerals and fits inside the FROG Leap Infuzer™.



**THE FROG Leap Anti-Bac Mineral Pac™ MUST BE REPLACED EVERY SIX MONTHS OR AFTER ONE POOL SEASON WHICHEVER IS SHORTER.**

### Part 3

#### FROG Leap ALL-OUT™

Use with the FROG Leap™ System for a 90-Day Algae-Protection Guarantee.



### Part 4

#### FROG Leap Torpedo Pac™

Pre-filled with chlorine tablets and fits inside the FROG Leap Anti-Bac Mineral Pac™.





**Baquacil:** The four main chemicals necessary for this system are:

- Baquacil
- Sanitizer/Algistat
- Baquacil Oxidizer
- Baquacil CDX
- Baquacil Filter
- Cleaner

Sanitizer and Algistat: This can be added directly to the pool to achieve a level of 50 ppm, a maintenance dose is added as needed to maintain 50 ppm. This is used to prevent the growth of algae and to sanitize the water.

Initial Dosage:\_\_\_\_\_

**Oxidizer:** This solution is 27.5% hydrogen peroxide, and is very effective in killing bacteria and other organic material. Oxidizer must be poured carefully, with no splashing, in front of the skimmer. This is typically a once a week maintenance dose of ¼ gallon per 10,000 gallons, but it may need to be added more often due to heavy bather load, excess rain or other contributing factors.

Initial Dosage:\_\_\_\_\_

Weekly Dosage:\_\_\_\_\_

**CDX:** Used to preserve oxidizer level. Add immediately after adding oxidizer, 1/8 gallon per 10,000 gallons, slowly pouring into skimmer.

Initial Dosage: \_\_\_\_\_

Weekly Dosage:\_\_\_\_\_

**Filter Cleaner:** This is an essential part of the system and is needed to be done every 4-6 weeks. If you are starting with new sand at the beginning of the season you still need to clean your filter after 6 weeks of use. If you have a cartridge filter the filter must soak in a cleaner once every 6 weeks.





**WEEKLY DOSAGE**

Test and refer to chart below.

(All dosages are in pints.)

	ppm	ppm	ppm	ppm	ppm	ppm	ppm	ppm	ppm
gallons	40	35	30	25	20	15	10	5	0
5000	1/2	3/4	3/4	1	1 1/4	1 1/2	1 3/4	1 3/4	2
7500	3/4	1	1 1/4	1 1/2	1 3/4	2 1/4	2 1/2	2 3/4	3
10000	3/4	1 1/4	1 3/4	2	2 1/2	2 3/4	3 1/4	3 3/4	4
12500	1	1 1/2	2	2 1/2	3	3 1/2	4	4 1/2	5
15000	1 1/4	1 3/4	2 1/2	3	3 3/4	4 1/4	4 3/4	5 1/2	6
17500	1 1/2	2 1/4	2 3/4	3 1/2	4 1/4	5	5 3/4	6 1/4	7
20000	1 3/4	2 1/2	3 1/4	4	4 3/4	5 1/2	6 1/2	7 1/4	8
22500	1 3/4	2 3/4	3 3/4	4 1/2	5 1/2	6 1/4	7 1/4	8 1/4	9
25000	2	3	4	5	6	7	8	9	10
27500	2 1/4	3 1/4	4 1/2	5 1/2	6 3/4	7 3/4	8 3/4	10	11
30000	2 1/2	3 3/4	4 3/4	6	7 1/4	8 1/2	9 3/4	10 3/4	12



**ClearBlue Ionizing System:** The ClearBlue Ionizing System is a low-chemical solution that uses copper, silver, and zinc ions to sanitize pool water. These ions are naturally effective at killing algae and bacteria, allowing for reduced chlorine levels and providing a gentler alternative for swimmers. The system operates by releasing controlled amounts of ions into the water, which continuously work to keep the pool clean and clear.

The recommended chlorine range with the ClearBlue system is 0.5-1.0 ppm, as the ionization reduces the need for higher chlorine levels.

**Usage:** The **ClearBlue ionizer** is connected to the pool's circulation system and requires regular monitoring of ion levels to ensure optimal performance. Use an ion test kit to check the copper, silver, and zinc levels monthly, adjusting the system's settings as needed. A small amount of chlorine may still be necessary to maintain proper sanitation, especially during periods of high pool use or extreme weather. Regularly test water chemistry and adjust chlorine levels to stay within the recommended range.



**Salt System** Salt water chlorination is a process that uses dissolved salt. The chlorine generator uses electrolysis in the presence of dissolved salt to produce hypochlorous acid and sodium hypochlorite, which are the sanitizing agents already commonly used in swimming pools. As such, a saltwater pool is not actually chlorine-free; it simply utilizes a chlorine generator instead of direct addition of chlorine.

Required maintenance includes:

- Test and maintain all balancing chemicals(pH, Alkalinity, Calcium, Cyanuric Acid)
- Test and maintain salt level.
- Test and adjust chlorine level.
- Super-chlorination is required weekly.
- Cleaning of the salt cell once a year is required.



# Weekly Maintenance

**Shock:** For pools using chlorine-based systems (including Chlorine Tablets, MPT, NST, Frog Leap, Salt Systems, and ClearBlue Ionizer), it's essential to shock your pool **every week**. Shocking raises the chlorine level to 10 ppm, which kills bacteria and accumulated contaminants, keeping the water safe for swimming. No need to pre-dissolve shock; pour it slowly in front of a return jet at a rate of 1 lb per 10,000 gallons. Always perform this after sunset to avoid chlorine evaporation.

**Note:** If you're using the Baquacil system, weekly shock is not necessary, as Baquacil includes a built-in oxidizer. Follow Baquacil's specific maintenance instructions for best results.



**\*\*\* ALWAYS WAIT 12 HOURS AFTER ADDITION OF SHOCK TO SWIM!!! \*\*\***

**Algaecide:** To prevent algae growth, use algaecide once a week. For chlorine-based systems (including Chlorine Tablets, MPT, NST, Frog Leap, Salt Systems, and ClearBlue Ionizer), add the algaecide directly into the water in front of the return jet to ensure even distribution.

**Note for Baquacil Users:** Baquacil has its own specialized algaecide products formulated for compatibility with the Baquacil system. Be sure to use Baquacil algaecide according to the product's specific instructions to prevent algae without affecting your pool's chemistry.



**\*\*\*THE SHOCK AND ALGAECIDE SHOULD NOT BE ADDED THE SAME DAY!\*\*\***

# Routine Care and Maintenance

- **Never mix chemicals together and ALWAYS WAIT AT LEAST 4 HOURS before addition of another chemical.**
- **ALWAYS brush your pool weekly! It will cut back on chemicals!**

**Cleaning the Water Line** Another major contributor to shortening the life of a liner is dirt and grime at the water line of the liner. The “bathtub ring” is usually caused by the accumulation of airborne contaminants, combining with the dirt, body and sun tan oils to settle on the liner and can be baked into the liner by the sun. If the scum line gets baked in it will fade prematurely, dry and crack the liner. Routinely wipe the water line with a sponge and recommended tile and vinyl cleaner to eliminate this unsightly problem.

**DON'T COMPLETELY DRAIN YOUR POOL! CALL FIRST!** Never lower the water level of the pool to less than a foot of the water in the bottom. If the water weight is removed from the liner, it may shrink causing tears around the fittings and/or the top rails.

**Vinyl Liner Repair** If a tear or cut occurs in the liner it can normally be repaired with a vinyl liner patch kit. The patch kits we carry are made to work under or above water. When cutting a patch, remember to always round the corners on the patch.



# Sand Filter System & Operation

**1. ALWAYS turn the pump motor off before changing positions!**

2. ONLY turn the multi-port valve in a clockwise position! There is a gasket inside of the valve that will rip, tear or wear prematurely if the valve is turned the opposite way.

3. Under normal conditions expect to backwash the filter every two weeks. You'll know when it's time when the pressure gauge reads 7-10 psi above the normal running pressure, or when the pressure of the water coming out of the return jets lowers. To determine your normal running pressure watch the gauge for the first week or two, each pool varies slightly. If you have a fountain or pressure side cleaner attached (Polaris) this will change the reading from normal.

4. After backwashing for approximately 1-2 minutes, ALWAYS rinse for half the time you backwashed for.

**To start the pump and motor for the first time:** When the water level is in the middle of the skimmer, turn the multi-port valve to backwash position. Turn on the pump, backwash for 1-2 minutes then turn the pump off. Turn the multi-port valve to the rinse position, turn the pump back on and rinse for 30 seconds. Turn the pump back off and turn the multi-port valve to the filter position and turn the pump on. This is to ensure that sand does not go into the pool water through the return jet.



**1. Filter Position:** To help prevent algae and reduce chemical costs, we recommend running your pump 24/7 on low speed. But no less than 12 hours a day.

**2. Bypass to Waste/Drain/Waste:** Used in lowering water level, or vacuuming algae and heavy debris. To vacuum on this position, you must first fill the pool above the skimmer. Never allow the water level to get below the skimmer, while vacuuming on this position keep a garden hose running in the pool.

**3. Backwash Position:** This position churns the sand and runs water backwards through it to get rid of any debris that has been trapped. This position is used when the pressure gauge is 7-10 pounds above normal running pressures. Backwash for approximately 1-2 minutes.

**4. Rinse Position:** This position rinses the top layer of the same to compact it down after backwashing; this is to prevent sand from shooting into the pool through the return jet when it is put back on the filter position. Rinse for half the time you backwashed.

**5. Bypass to Pool/Recirculate/Whirlpool:** This position circulates water in the pool without passing through the sand filter. This position is rarely used and is not recommended for normal filtration. Only use this position if we recommend it.

**6. Closed Position/Test:** This position is used to close the return line, the only time this needs to be used is when you are checking your pump basket, cleaning your sand filter, and taking off or replacing any other components of the pump or filter.

**7. Winterize Position:** This position is used when winterizing your pool. This is so you will know exactly where to replace the valve. \*See section on winterizing your pool.





# Cartridge Filter Change and Cleaning Operations

The following steps show you not only how to clean your cartridge filter, but how to clean it efficiently.

1. Shut the system off. This should be the case when working with any type of pool equipment.
2. First, close the valve in front of the pump strainer housing and the valve on the return line. Next, you will remove drain cap at the bottom of the filter and then you'll want to bleed the air slowly from the filter by turning the air relief valve, typically on the top of your filter. Once all water has drained out you will remove the clamp that holds your filter together.
3. Once the clamp is removed, carefully take off the top section of your cartridge filter to expose the cartridge elements inside.
4. Carefully take out the cartridge elements and set them aside. Check each cartridge for potential damage that may have been caused. If there are any cracks in the plastic housing or tears in the pleats, it is strongly recommended to replace the filter cartridge. Even a small tear can decrease the effectiveness of the filter.
5. Use a degreaser like our Poolife Filter Cleaner. Thoroughly coat the cartridge elements, making sure you also get the product in between the pleats. This product can simply be sprayed onto the cartridge.
6. Once all of your cartridge elements are clean, securely replace all elements and parts in the proper place.
7. Double-check that everything is properly closed and in place before turning on your system to ensure everything is running properly.
8. Once your system is running, open up the air relief valve at the top of your filter tank to release any excess air in the system. Leave this open until water consistently sprays out of the valve.
9. Once the air is out of your system, take note of the filter pressure using the gauge on top of the filter should be sit somewhere between 0-10 PSI.



# Vacuuming

1. Attach the telescopic pole and vacuum hose to the vacuum head. Make sure that the swivel cuff end of the hose is on the vacuum head. If you have an in ground pool make sure the main drain is turned off and only one skimmer has suction.
2. Sink the vacuum head under water, along with the vacuum hose.
3. Take the free end of the vacuum hose and put it in front of the return jet to fill the hose full of water. (This primes the hose and removes all the air.)
4. When the air is out the vacuum head will bubble and sink to the bottom of the pool.
5. Once this happens keep the hose under water and connect the hose to the vacuum plate inside the skimmer.
6. If you vacuumed a lot of fine dirt make sure to backwash and rinse a sand filter or spray off a cartridge filter after vacuuming. Backwash for approximately 1-2 minutes and rinse for approximately 15-30 seconds.

**\*\*\*SAND FILTER - Always vacuum on filter position, unless there is algae or heavy debris in the pool, in which case you should vacuum to waste (using the waste position on the multi- port). \*\*\***

**\*\*CARTRIDGE FILTER – Keep filter in canister unless there is algae. For an aboveground take filter out, close off return line and open drain cap to vacuum out to waste. For an inground (if you don't have an already built in waste line) follow the same procedures.**

**\*REMEMBER TO KEEP A GARDEN HOSE IN THE POOL.**

**IF WATER LEVEL DROPS LOW IN SKIMMER, STOP AND REFILL POOL.**



# Above Ground Pool Opening

When water temperatures hit 60 degrees, it is time to open your above ground pool; if you wait much longer, algae will begin to grow at a rapid rate and nobody wants to have to clear up a green pool.

1. Clean all water and debris from the top of the cover, then remove cover.
2. Clean cover, then fold, roll and store in a 35-gallon garbage pail. Fill pail with water and one quart of pool cover cleaner. Remove after soaking and let cover dry before storing.
3. Hook up hoses and replace plugs on the filter, pump and motor. Make sure all o-rings and gaskets are in place and Magic Lube applied.
4. Remove winter plugs from return eyeballs.
5. Fill with fresh water until the water level is up to the middle of the skimmer.
6. If you have a SAND filter start pump on backwash position, this will help to remove the antifreeze in the filter. Back wash for approximately 2 minutes, or until the water coming out of the backwash hose runs clear. Then follow by using the rinse position for 15-30 seconds.
7. If you have a cartridge filter place a clean filter in canister.
8. Vacuum and clean pool accordingly.
9. Let your pump run for 24 hours then bring a water sample to Southern Pools and Spas.



# Above Ground Pool Closing

The main purpose of winterizing your pool is to protect it from damage due to freezing water and to keep it as clean as possible for the next season. Properly closing your pool now can save you a lot of work when it's time to reopen for summer.

Need help with closing your pool? We offer professional pool closing services. To schedule your closing, call us at 276-623-0377 and select the option for pool service.

1. **Water Testing:** Bring a water sample to Southern Pools and Spas for testing to ensure proper water balance. Make any necessary adjustments based on the test results to balance your pool water before closing.
2. **Winterizing Chemical Kit:** Use a winterizing chemical kit to keep your pool clear for the next season. Ensure to vacuum your pool thoroughly before applying the chemicals.
3. **Lower Water Level:** Lower the water level below the skimmer mouth to remove water from the skimmer throat, which can be damaged if water freezes there.
4. **Drain Equipment and Hoses:**
  - Put a plug in your return fitting (where water returns to the pool).
  - Disconnect hoses from the return and skimmer or at the filter system and drain them.
  - For Sand Filters: After draining the filter (using the drain plug at the bottom), set the multiport valve to "closed" or "winterize" and remove the pressure gauge. Once drained, cap the tank and add one gallon of antifreeze.
5. **Pump Drainage:**
  - Remove the pump drain plug(s) (there may be two). After draining, reinstall the drain plugs and fill the pump with antifreeze.
  - Ideally, remove the pump from the system, drain it, and store it in a dry location. If using a cartridge filter, store the entire drained system indoors if possible.
6. **Chemical Feeder:**
  - Allow any chemicals in your feeder to run out before winter to prevent damage to the feeder and other equipment.
  - Drain the chemical feeder after ensuring it's empty. Place any removed plugs in the pump strainer basket for easy retrieval in the spring. Take the pressure gauge indoors to avoid freezing and breakage.
7. **Cover the Pool:** Cover your pool with a solid cover to keep out debris and sunlight, reducing algae growth. We recommend using a cover pump or siphon to remove excess water from the cover throughout winter.

# In Ground Pool Opening

When water temperatures hit 60 degrees, it is time to open your inground pool; if you wait much longer, algae will begin to grow at a rapid rate and nobody wants to have to clear up a green pool.

1. Clean all water and debris from the top of the cover, then remove cover.
2. Dry and then fold cover and store away from critters.
3. Remove gizmo/wizzmo, clean skimmer, and replace skimmer basket.
4. Remove winter plugs from return and replace directional fitting eyeballs.
5. Return all ladders and handrails to their proper positions.
6. Turn 3-valve so skimmer and main drain is open.
7. Replace Teflon tape on all drain plugs and lubricate all o-rings and gaskets.
8. Sand Filter – replace cap on bottom drain and turn valve to backwash. Replace pressure gauge and site glass.
9. Cartridge Filter – install cartridge filter, install drain cap, open air release valve and install pressure gauge
10. Install pump plug and then fill pool to proper level.
11. Prime pump and start up pool.
12. Sand Filter – backwash until water runs clear and then rinse for 20-30 seconds and then move to Filter position.
13. Cartridge Filter – close air release valve once water starts to come out.
14. Vacuum pool and clean liner.
15. Bring water sample to Southern Pools and Spas in 24 hours.



# In Ground Pool Closing

It is best to close your pool when the water temperature is 60 to 65 degrees and stays for at least a week. This, and opening the pool before the water temp is 65 degrees, is the key to keeping a clean and ALGAE FREE pool during the winter months.

1. Bring in a water sample to Southern Pools and Spas so we can test your water balance. (make any necessary adjustments based on the test results so that your pool is properly balanced).
2. You will need a winterizing chemical kit, which will help keep it clear for the next season. Also, vacuum debris out and clean liner.
3. Blow out all water from plumbing lines and install winter plugs. Do not lower water level.
4. While pool is pumping remove all deck equipment and run out safety cover anchors if equipped.
5. Remove all return eyeballs and skimmer baskets.
6. After the plumbing is blown out, remove filter caps from tanks. Take out cartridge filters if applicable.
7. Open skimmer valve and put a blower into skimmer and blow out lines.
8. Air lock main drains if equipped.
9. Keep blowing lines till nothing but air is coming out of all openings (pump, filter, returns) and then plug off the returns.
10. Turn blower off.
11. Reinstall plugs in pump and filter tank.
12. Add 1 gallon of antifreeze to pump and 1 gallon to filter tank.
13. Install gizmos/whizzmos into skimmers.
14. If you have a chlorinator, remove all tablets and pour antifreeze into the unit.
15. Install cover.
16. Place automatic cover pump on top of cover.

\*This is an informative and basic instruction assembled for the closing of a basic in ground pool. This in no way covers all the variables, system configurations, liner configurations, or water features etc. As the home owner attempting to close your own pool you are taking full responsibility for the closing and or damages incurred due to improper closing procedures. Southern Pools and Spas is in no way liable for any damages that may occur when you close your own pool.

# Pool Covers

We offer a range of high-quality pool covers to suit every need, including durable winter covers for above-ground pools that protect against debris and harsh weather, discreet stealth covers that blend seamlessly with your pool's surroundings, and robust safety covers designed to prevent accidental access and keep your pool area secure year-round. Our selection ensures you can find the perfect cover to maintain your pool's condition and safety throughout the seasons.



**Winter Covers** for above-ground pools, providing strong protection against debris and harsh winter weather.

**Stealth Covers**, which blend seamlessly with your pool surroundings for a more discreet appearance.



**Safety Covers**, designed to prevent accidental access and keep your pool area secure all year.

To find the perfect cover for your pool, call us at **276-623-0377** and select pool service, or stop by one of our three convenient locations in **Bristol, VA**; **Johnson City, TN**; or **Kingsport, TN**. Our team will be happy to help you choose the ideal cover to maintain your pool's condition and safety throughout the seasons.

# Common Pool Components



## Wide Mouth Skimmer

Installed in the side of your pool wall, the skimmer collects surface debris in the skimmer basket, and allows water to pass into the filter system.

## Sand Filter System

The sand filter system consists of a filter tank, multi-port valve, and pump. As pool water passes through layers of sand, the sand particles trap dirt, debris, and other contaminants, cleansing the water before it returns to the pool. Sand filters are highly effective and require backwashing to flush out collected impurities periodically, ensuring optimal filtration.



## Cartridge Filter System

This system consists of a high-capacity filter cartridge housed in a compact tank. Water is filtered through the large surface area of the cartridge, effectively capturing dirt, debris, and other contaminants. This system offers efficient filtration with minimal backwashing, making it easy to maintain clear, clean pool water throughout the season.











**SOUTHERN  
POOLS AND SPAS**



# We're Here To Help!

While this manual provides a brief overview of pool functions, Southern Pools and Spas is here to support you with any questions or issues that may arise. We also offer free water testing at all three of our locations to help keep your pool in perfect balance.

If you need additional assistance, don't hesitate to reach out to us at **276-623-0377** and select the option for pool service. We're committed to making pool ownership a breeze and are always ready to help you keep your pool clean, safe, and enjoyable!



**5136 Lee Hwy  
Bristol, VA 24202**

**(276) 623-0377**



**155 E. Mountcastle Drive  
Johnson City, TN 37661**

**(423) 430-9869**

**Hours of Operation:**

Monday- Friday 9:00am-6:00pm

Saturday: 9:00am-5:00pm

Sunday: Seasonal



**1880 N. Eastman Road  
Kingsport, TN 37664**

**(423) 765-0363**



**2415 N. Davy Crockett  
Morristown, TN 37814**

**(423) 560-2600**