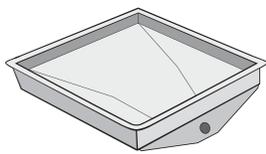


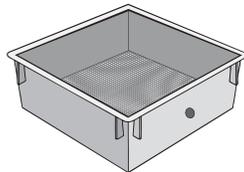
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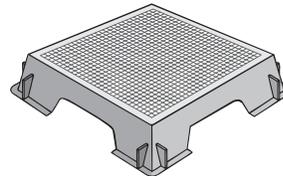
## Worm Factory® Parts List



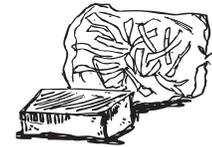
1 Collection Tray



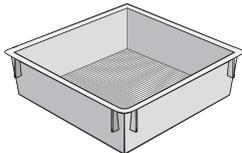
1 Holding Tray



1 Base



1 Coir Brick and Shredded Bedding



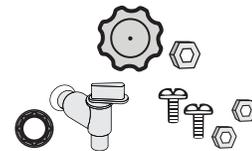
3 to 5 Stacking Trays  
(Depending on your order)



1 Quick Tips Lid

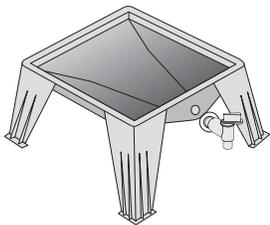


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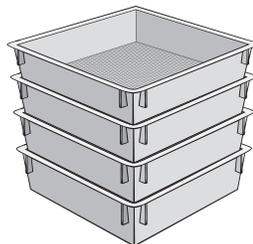


1 Knob, 1 Nut, 2 Steel Bolts  
2 Steel Nuts, 1 Lever Tap  
Spigot and White Spigot Nut

## Worm Factory® 360 Parts List



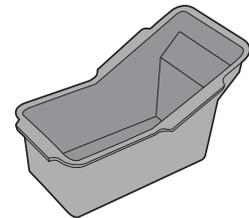
1 Base, 1 Spigot, 1 White Plastic  
Nut and 2 Rubber Washers



4 Stacking Trays



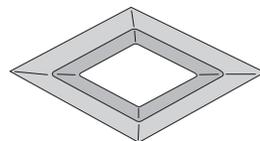
1 Quick Tips Lid



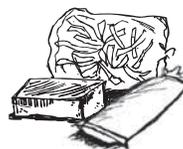
1 Sprinkler Tray



1 Scraper 1 Thermometer  
and 1 Hand Rake



1 Worm Ladder



1 Coir Brick, Pumice,  
and Shredded Bedding

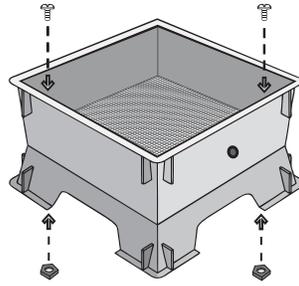


Instruction Manual  
and DVD

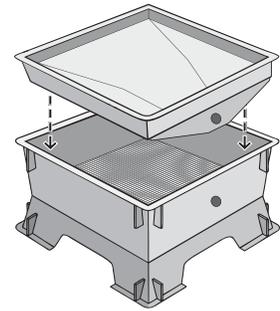
# Assembling Your Worm Factory



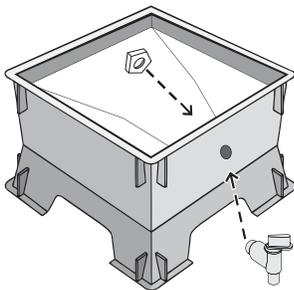
1. Separate the stacking trays from the other parts. You may have 3 to 5 trays depending on which system you purchased.



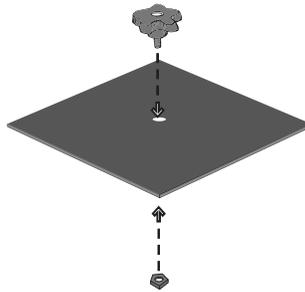
2. Place the holding tray over the base tray and align the grids. Locate the stainless steel bolts and place in opposite corners a few squares from the edge. Twist bolts by hand through aligned grids until secure.



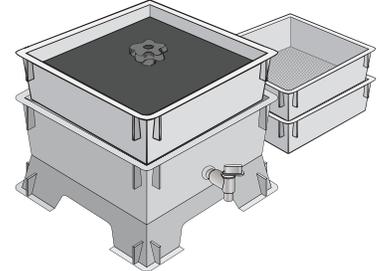
3. Place the collection tray into the holding tray and align the spigot holes.



4. Locate the spigot and the large white plastic nut. Insert the spigot through the holding tray and collection tray. Thread the plastic nut on the spigot inside the collection tray.

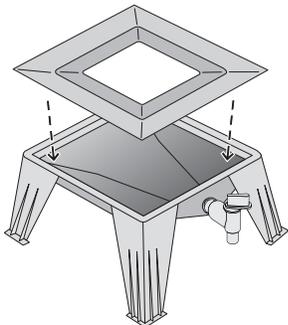


5. To assemble the lid, place the knob through the hole in the center of the lid. Screw the nut on the bottom of the lid to secure.



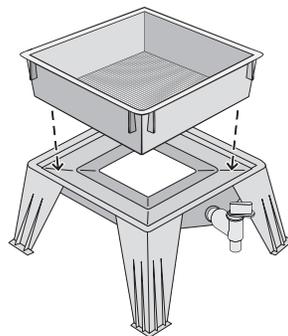
6. Place one stacking tray in the collection tray as shown, and set the remaining trays aside. As you begin to use your vermicomposter, the remaining trays will be added one by one.

# Assembling Your Worm Factory® 360

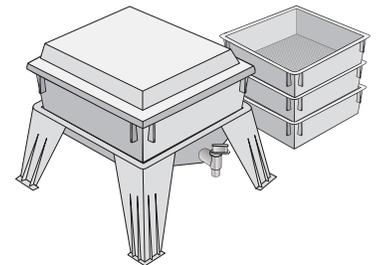


1. Set the Worm Ladder down inside the base. The Worm Ladder is used in order to help worms that have fallen into the collection tray, back into the working trays.

\*Note: The Quick Tips Lid ships nested inside the base. Remove the lid before placing the worm ladder in the base.



2. Place one stacking tray on the base as shown, and set the remaining trays aside.



3. Set the Quick Tips Lid on top of the tray. As you begin to use your vermicomposter, the remaining trays will be added one by one.

**NOTE:** After assembly, place some water in the bottom of the collection tray. If water leaks around the tap, check the proper placement of the plastic nut and make sure it is firmly tightened. Remove any water from the collection tray before you set up the bedding.

# Getting Started

All further content is relevant for the Worm Factory® or the Worm Factory® 360. (except where noted)

Once you have completed the assembly of your vermicomposter you are ready to prepare the worm bedding. *The following instructions (1-5) are for the first working tray only.*

## Adding Bedding



1. Place an empty working tray on top of the collection tray. Line the bottom of the working tray with 3 or 4 sheets of dry newspaper. Only add dry newspaper to the bottom of your first working tray.



2. To make your tray bedding, soak half the block of coir in a container with 3 quarts until it breaks apart and is moist. Wring out excess water and mix the loose coir with a cup of active compost (rich dark dirt, crushed egg shells and/or sand). You can use compost from your garden bin; however, if that is not available, use decayed leaf litter from beneath your shrubs. If you live in an apartment, be creative and find decayed leaf litter under shrubs in your neighborhood. Then, mix the coir with the shredded paper and one cup of pumice (Pumice with Worm Factory® 360 only)



3. Spread freshly mixed bedding on top of the newspaper in the working tray.



**It is important to have your vermicomposter and the bedding ready to receive worms as soon as they arrive.**

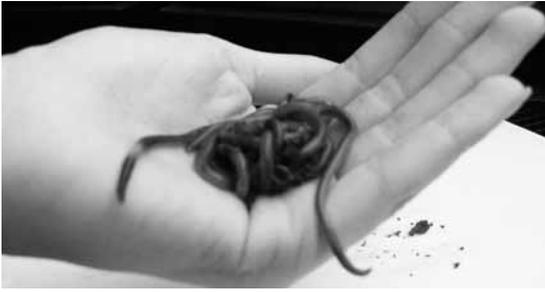
## Adding Food



*Place food in the corner.*

4. Place 2 handfuls of food scraps in one corner of the working tray on top of the bedding. (See page 11 for food types.) Cover food and fill the tray with 2-3 inches of dry shredded newspaper. Then, cover the shredded paper with 3 or 4 full sheets of moist newspaper. Place the lid over the material in the working tray. Set aside the remaining trays for future use. Your vermicomposter is now ready for your worms to arrive.

## Adding Worms



*\*Purchasing worms locally is best. Check out [FindWorms.com](http://FindWorms.com) to find the nearest grower.*

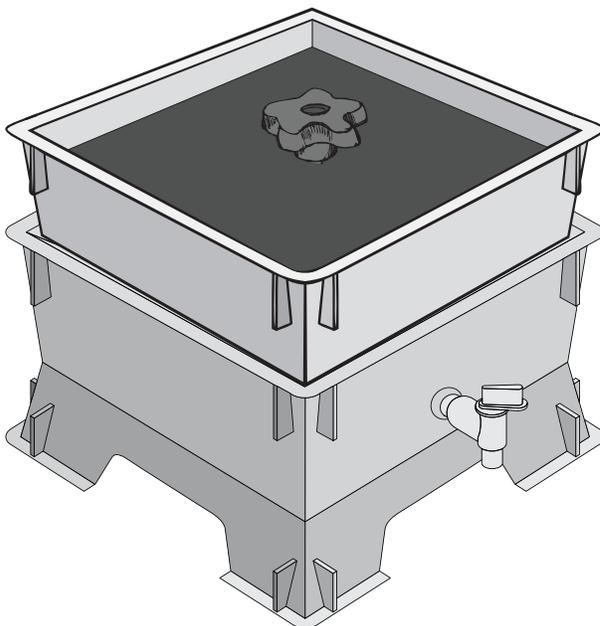
5. In most cases, worms are not included when you purchase your vermicomposter. When purchasing worms separately, make sure you buy the proper variety and enough quantity for a healthy population in your vermicomposter. **Make sure you purchase the red wiggler, also known as *Eisenia fetida*.** You can start with as few as a half pound of worms (approximately 500), however, a full pound of worms will work even better if you really want to jump start your vermicomposter.

To add the worms, remove the worms and special bedding material from the package they arrived in. Next, remove the lid and lift the top layer of moist newspaper in the working tray. Gently place the worms on the prepared bedding in the working tray.

Worms can become stressed during shipment. They may take a week or so to adapt to their new environment. Leave a light on at night to encourage them to burrow into their new home. A common mistake is to overfeed your worms when you start using your vermicomposter. **Be patient.** Once the worms are in place, re-lay the newspaper and replace the lid.

**NOTE:** Purchasing worms locally is the best option. To locate your nearest worm farm or grower be sure to check out [FindWorms.com](http://FindWorms.com).

## Managing your Vermicomposter



After three days remove the lid from the working tray. Lift the layer of moist newspaper and look to see that the worms are actively involved in the food waste. If they are crawling in and around the food in the working tray, add more handfuls of food waste to the original food in the working tray. Cover the new food with the layer of moist newspaper. It may take up to 1-2 months to eventually fill the working tray to a depth of 3 ½ - 4 inches. Once the first working tray is full, you will be ready to add a new working tray to your vermicomposter.

It's important to note that as you begin to add trays to your vermicomposter the tray names will change. Always add trays to the top of your vermicomposter.