



Wet/Dry Vacuums

## Operator's Manual



**4 Gallon**  
Model No.  
**VQ407S**

### FOR YOUR SAFETY

Read and understand this manual before use

Keep this manual for future reference



3084514  
CONFORMS TO UL  
STD.No.1017  
Certified to CSA STD.  
C22.2 No.243-01

[www.vacmaster.com](http://www.vacmaster.com)  
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Part No. VQA5BZ.20.60.01

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**Thank you for purchasing this Vacmaster® wet/dry vacuum cleaner. Feel confident that with Vacmaster® you are obtaining a high quality product engineered for optimal performance. This vacuum is capable of picking up liquids and dry materials.**

**FOR YOUR SAFETY CAREFULLY READ AND UNDERSTAND ALL INSTRUCTIONS**

## WARRANTY

We take pride in producing a high quality, durable product. This Vacmaster® product carries a limited two (2) year warranty against defects in workmanship and materials from date of purchase under normal household use. If product is to be used for commercial, industrial or rental use, a 90 day limited warranty will apply. Warranty does not apply to defects due to direct or indirect abuse, negligence, misuse, accidents, repairs or alterations and lack of maintenance. Please keep your receipt as proof of purchase. This warranty gives you specific legal rights, and you may have other rights, which vary from state to state. For product service call Customer Service at (866) 384-8432.

# SAFETY INSTRUCTIONS & WARNINGS

## IMPORTANT SAFETY INSTRUCTIONS

### READ AND UNDERSTAND ALL INSTRUCTIONS BEFORE USING THIS VACUUM

Read and understand this owner's manual and all labels on the Wet/Dry Vacuum cleaner before operating. Safety is a combination of common sense, staying alert and knowing how your vacuum works. Use this Wet/Dry Vac only as described in this manual. To reduce the risk of personal injury or damage to your Wet/Dry Vac, use only Vacmaster® recommended accessories.

### Household Type

## SAVE THIS MANUAL FOR FUTURE REFERENCE.

When using an electrical appliance, basic precautions should always be followed including the following:

### WARNING: TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK OR INJURY:

- Do not run vac unattended.
- Do not vacuum, or use this Wet/Dry Vac near flammable liquids, gases, or explosive vapors like gasoline or other fuels, lighter fluids, cleaners, oil-based paints, natural gas, hydrogen, or explosive dusts like coal dust, magnesium dust, grain dust, or gun power. Sparks inside the motor can ignite flammable vapors or dust.
- Do not vacuum anything that is burning or smoking, such as cigarettes, matches, or hot ashes.
- Keep cord away from heated surfaces.
- Do not expose to rain. Store indoors.
- Do not unplug by pulling on cord. To unplug, grasp the plug, not the cord.
- Do not use with damaged cord, plug or other parts.
- If the appliance is not working as it should, has missing parts, has been dropped, damaged, left outdoors, or dropped into water, return it to a service center.
- Do not pull or carry by cord, use cord as handle, close a door on cord, or pull cord around sharp edges or corners.
- Do not run Wet/Dry Vac over cord.
- Do not handle plug or the Wet/Dry Vac with wet hands.
- To reduce the risk of health hazards from vapors or dusts, do not vacuum toxic materials.
- Do not use or store near hazardous materials.
- Do not use this Wet/Dry Vac with a torn filter or without the filter installed except when vacuuming liquids as described in the operation section of this manual.
- Do not allow to be used as a toy. Close attention is necessary when used by or near children.
- To reduce the risk of injury from accidental starting, unplug power cord before changing or cleaning filter.
- Do not leave Wet/Dry Vac unattended when plugged in. Unplug from outlet when not in use and before servicing.
- Turn off Wet/Dry Vac before unplugging.
- Do not put any object into ventilation openings. Do not vacuum with any ventilation openings blocked; keep free of dust, lint, hair or anything that may reduce air flow.
- Keep hair, loose clothing, fingers, and all parts of body away from openings and moving parts.
- To reduce the risk of falls, use extra care when cleaning on stairs.

### When using as blower:

- Direct air discharge only at work area.
- Do not use Wet/Dry Vac as a sprayer.
- Do not direct air at bystanders.
- Keep children away when blowing.
- Use safety goggles.

# DOUBLE INSULATION INSTRUCTIONS

This Wet/Dry Vac is double-insulated, eliminating the need for a separate grounding system. Use only identical replacements parts. Read the instructions for Servicing Double-Insulated Wet/Dry Vacs before servicing. Use this Wet/Dry Vac as described in this manual. Observe the following warnings that appear on the motor housing of your Wet/Dry Vac.




**DOUBLE INSULATED - GROUNDING NOT REQUIRED - WHEN SERVICING USE ONLY IDENTICAL REPLACEMENT PARTS.**

**WARNING: TO REDUCE THE RISK OF ELECTRIC SHOCK-DO NOT EXPOSE TO RAIN. STORE INDOORS.**

**WARNING: FOR YOUR OWN SAFETY, READ AND UNDERSTAND OPERATOR'S MANUAL. DO NOT RUN UNATTENDED. DO NOT PICK UP HOT ASHES, COALS, TOXIC, FLAMMABLE OR OTHER HAZARDOUS MATERIALS, DO NOT USE AROUND EXPLOSIVE LIQUIDS OR VAPORS.**

## **CAUTION:**

- Do not vacuum drywall dust or fireplace soot or ash with standard Wet/Dry filter. This is a very fine dust which will not be captured by the filter and may cause damage to motor. When vacuuming fine dust use a fine dust filter (sold separately).

**WARNING: SERVICING OF DOUBLE-INSULATED WET/DRY VACUUM**  
WITH A DOUBLE-INSULATED WET/DRY VACUUM, TWO SYSTEMS OF INSULATION ARE PROVIDED INSTEAD OF GROUNDING. NO GROUNDING MEANS IS PROVIDED ON A DOUBLE-INSULATED APPLIANCE, NOR SHOULD A MEANS FOR GROUNDING BE ADDED. SERVICING A DOUBLE INSULATED WET/DRY VACUUM REQUIRES EXTREME CARE AND KNOWLEDGE OF THE SYSTEM, AND SHOULD BE DONE ONLY BY QUALIFIED SERVICE PERSONNEL. REPLACEMENT PARTS FOR A DOUBLE-INSULATED WET/DRY VACUUM MUST BE IDENTICAL TO THE PARTS THEY REPLACE. YOUR DOUBLE-INSULATED WET/DRY VAC IS MARKED WITH THE WORDS 'DOUBLE INSULATED' AND THE SYMBOL  (SQUARE WITHIN A SQUARE) MAY ALSO BE MARKED ON THE APPLIANCE.

- To reduce the risk of electric shock-unplug before cleaning or servicing.
- DO NOT use without filters in place.

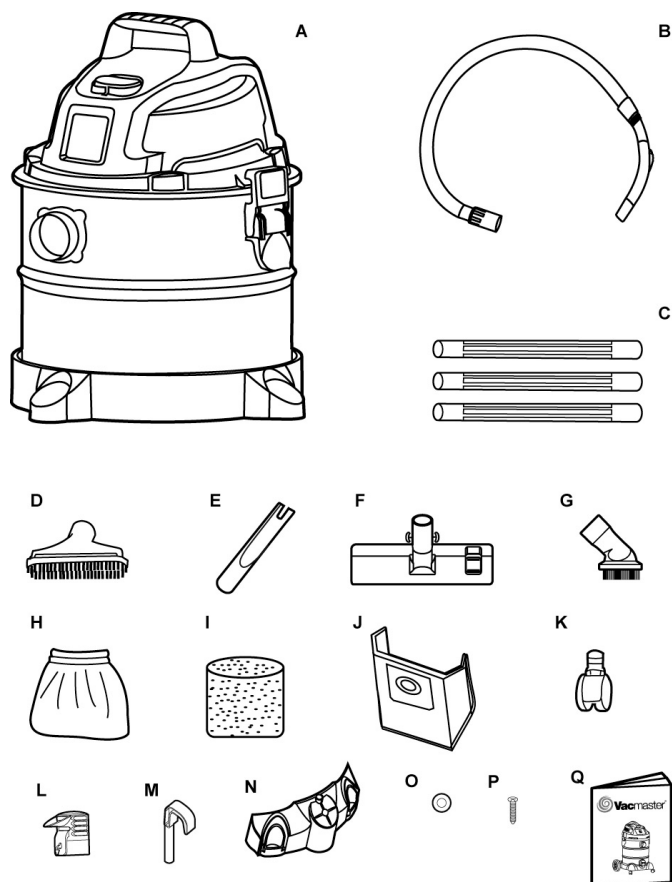
**CAUTION: TO REDUCE THE RISK OF INJURY FROM MOVING PARTS- UNPLUG BEFORE SERVICING.**

## EXTENSION CORDS

When using an extension cord with your Wet/Dry Vac refer to the following table to determine the required A.W.G. wire size. Use only a 3-wire extension cord which has a 3-prong grounding type plug and 3-hole receptacles which accept the tool's plug. Before using the vacuum cleaner, make sure the power cord and extension cord are in good working conditions. Make repairs or replacements before using the vacuum cleaner. Only use extension cords that are rated for outdoor use.

	Length of Extension Cord			
	25 Feet 7.5 Meter	50 Feet 15.25 Meters	100 Feet 30.5 Meters	150 Feet 45.7 Meters
110V-120V				
Amps	A.W.G Wire Size			
0-6	18	16	16	14
7-10	18	16	14	12
11-12	16	16	14	12
13-16	14	12	Not recommended	

# UNPACKING AND CHECKING CARTON CONTENTS

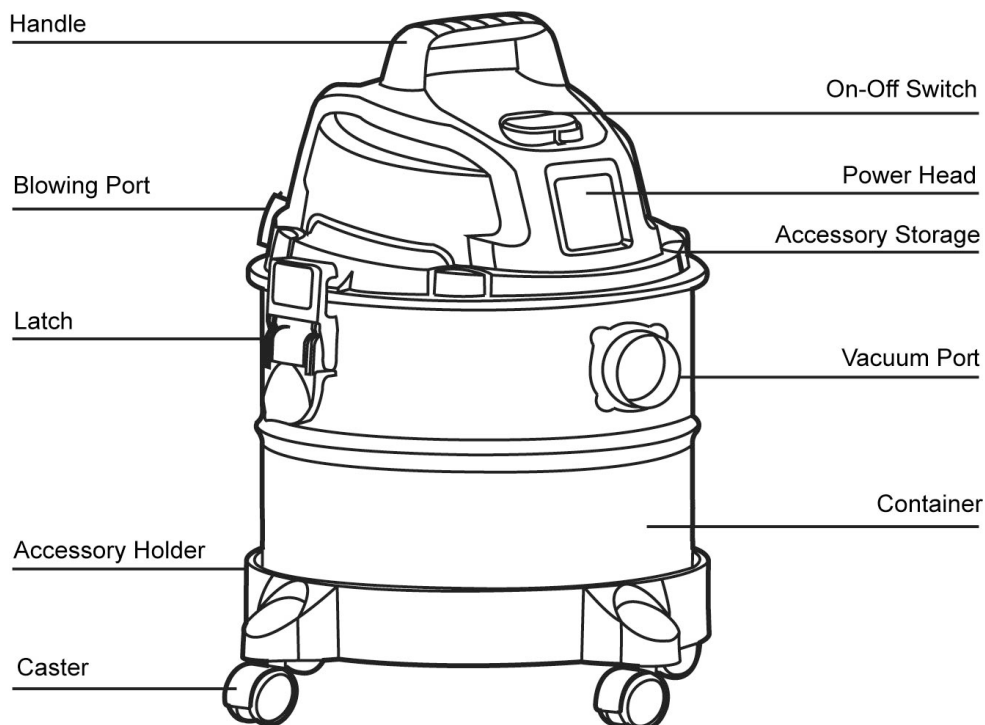


Remove entire contents from carton. Check each item against the contents list.

## Contents List

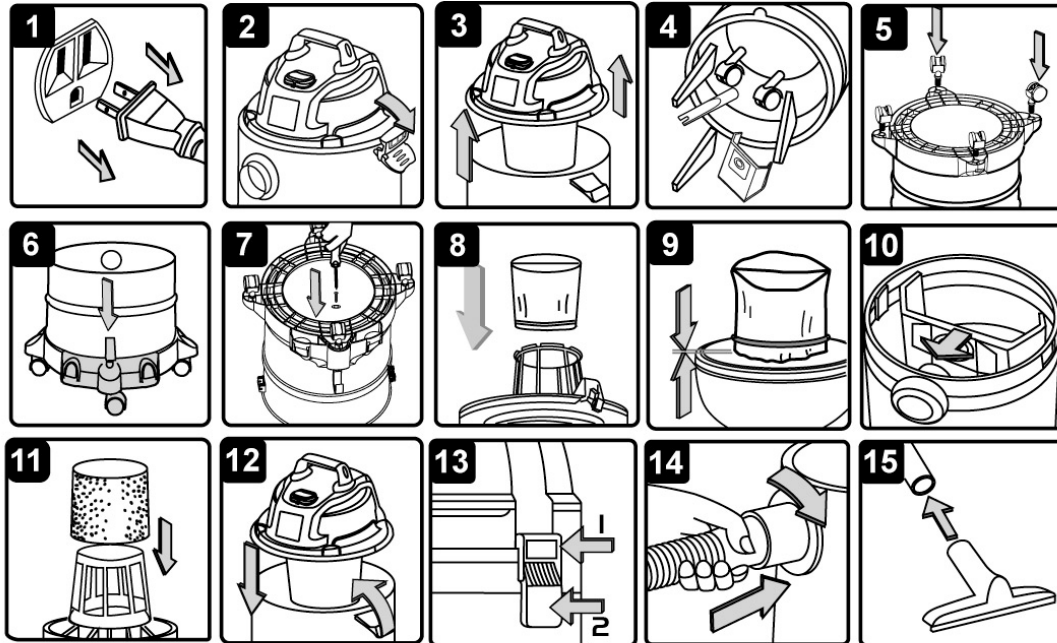
Key	Description.....	QTY
A	Vac Assembly.....	1
B	Hose With Air Control Handle.....	1
C	Extension Wands.....	3
D	2-in-1 Utility Nozzle.....	1
E	Crevice Tool.....	1
F	Multi-Surface Floor Nozzle.....	1
G	Round Dust Brush.....	1
H	Reusable Cloth Filter.....	1
I	Foam Sleeve Filter.....	1
J	Collection Bag.....	3
K	Casters.....	4
L	Noise Diffuser.....	1
M	Cord Hook.....	1
N	Accessory Holder.....	1
O	Washer.....	1
P	Screw.....	1
Q	Operator's Manual.....	1

**NOTE:** The hose and accessories for this vacuum are 1.25 inch diameter.



# GENERAL ASSEMBLY INSTRUCTIONS

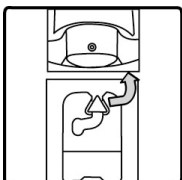
A Philips head screw driver is required for assembly.



**WARNING: DO NOT PLUG IN POWER CORD TO POWER OUTLET, MAKE SURE PLUG IS DISCONNECTED BEFORE ASSEMBLING THE WET/DRY VAC**

## UNPACKING YOUR WET/DRY VACUUM & GENERAL ASSEMBLY


1. Verify that the power cord is disconnected from the outlet. (fig.1)
2. Undo the latches. (fig.2)
3. Lift the power head off the container. (fig.3)
4. Remove the contents from inside the container, make sure you have all contents as listed on page 5. (fig.4)
5. Insert the casters into the socket on to bottom of the container and apply pressure until castors snap into place. (fig.5)
6. Fit the accessory holder over the rear caster foot and insert the cord hook in the hole. (fig.6)
7. While holding the cord hook flip the container upside down. Insert the washer and screw into the hole and tighten the screw to the cord hook. Do not over tighten. (fig.7)
8. Your vacuum comes ready for dry vacuum cleaning. If cloth filter is not installed, install the supplied reusable cloth filter on to the filter cage. See page 10 for filter installation. (fig.8 & 9)
9. Optional, for improved dust filtering, fit collection bag onto the tank. Fit the flange onto the inlet stub, taking care not to damage the bag. (fig.10)
10. For wet vacuum cleaning, install the supplied foam filter. (fig.11) See page 11 for filter installation.
11. Place the power head back on the container, and secure into place using the 2 side latches. (fig.12 & fig.13)
12. Secure the large end of the hose into the vacuum port on the container and lock into place. (fig.14)
13. Choose the desired accessories and extension wands and push onto the suction tube. (fig.15)



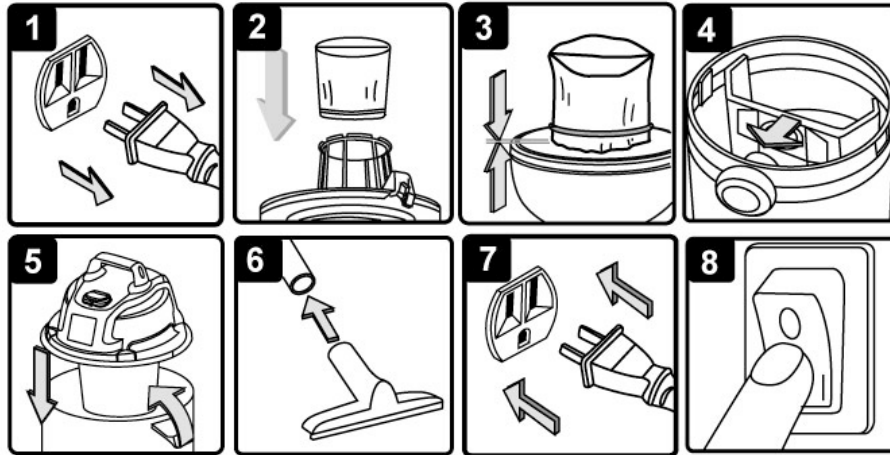
## NOISE DIFFUSER

For quiet operation, install the noise diffuser into the blower port by inserting the locking end of the diffuser into the blower port and turning clockwise to lock into place.

## POLARIZED PLUG

To reduce the risk of electrical shock, this appliance has a double polarized plug (one with the blade wider than the other). This plug will fit in a polarized outlet only one way. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact a qualified electrician to install the proper outlet. Do not change the plug in any way. Double insulation  eliminates the need for the three wire grounded power cord and grounded power supply system.

# DRY-VACUUM OPERATION



## DRY VACUUMING

**WARNING: BE SURE TO READ, UNDERSTAND, AND APPLY INFORMATION, ENTITLED 'SAFETY INSTRUCTIONS & WARNINGS'. DO NOT VACUUM IN AREAS WITH FLAMMABLE GASES, VAPORS, OR EXPLOSIVE DUSTS IN THE AIR. FLAMMABLE GASES OR VAPORS INCLUDE BUT ARE NOT LIMITED TO; LIGHTER FLUID, SOLVENT TYPE CLEANERS, OIL-BASE PAINTS, GASOLINE, ALCOHOL OR AEROSOL SPRAYS. EXPLOSIVE DUSTS INCLUDE BUT ARE NOT LIMITED TO; COAL, MAGNESIUM, GRAIN OR GUN POWDER. TO REDUCE THE RISK OF HEALTH HAZARDS FROM VAPORS OR DUST, DO NOT VACUUM TOXIC MATERIALS.**

## CAUTION:

- Do not vacuum drywall dust, fireplace soot or ash with standard cloth or sponge filter. This is a very fine dust which will not be captured by the filter and may cause damage to motor. When vacuuming fine dust use a fine dust filter (sold separately).

**WARNING: DO NOT PLUG IN POWER CORD TO POWER OUTLET. MAKE SURE PLUG IS DISCONNECTED BEFORE CHANGING AND CLEANING FILTERS.**

1. Verify that the power cord is disconnected from the outlet. (fig.1)
2. Make sure the filter is completely covering the filter cage against the power head. (fig.2 & 3 ) (Your Wet/Dry Vac comes with the reusable cloth filter pre-installed, if not, see page 10 for installation instructions.)
3. Optional, for improved dust filtering, fit collection bag onto the tank. Fit the flange onto the inlet stub, taking care not to damage the bag. (fig.4)
4. Place the power head back on the container, and secure it in place using the latches. (fig.5)

## OPERATING INSTRUCTIONS: DRY VACUUMING

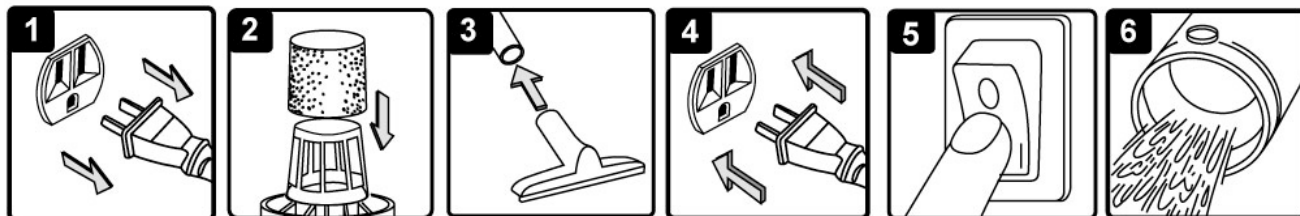
5. Insert the locking end of the hose into the vacuum port and screw in place. Push the required attachment onto the free end of the hose or extension. (fig.6)

6. Plug in the power cord into the outlet. (fig.7)
7. Turn the motor on by flipping the switch to the 'I' ON position. (fig.8)
8. Once you have completed vacuuming, flip the switch to the 'O' OFF position and unplug the power cord from the outlet.

**O = OFF    I = ON**

**DO NOT USE THE REUSABLE CLOTH FILTER FOR LIQUID VACUUMING.  
DO NOT USE COLLECTION BAG FOR LIQUID VACUUMING**

## WET-VACUUM OPERATION



### LIQUID VACUUMING

**WARNING: BE SURE TO READ, UNDERSTAND, AND APPLY INFORMATION, ENTITLED 'SAFETY INSTRUCTIONS & WARNINGS'. DO NOT VACUUM IN AREAS WITH FLAMMABLE GASES, VAPORS, OR EXPLOSIVE DUSTS IN THE AIR. FLAMMABLE GASES OR VAPORS INCLUDE BUT ARE NOT LIMITED TO; LIGHTER FLUID, SOLVENT TYPE CLEANERS, OIL-BASE PAINTS, GASOLINE, ALCOHOL OR AEROSOL SPRAYS. EXPLOSIVE DUSTS INCLUDE BUT ARE NOT LIMITED TO; COAL, MAGNESIUM, GRAIN OR GUN POWDER. TO REDUCE THE RISK OF HEALTH HAZARDS FROM VAPORS OR DUST, DO NOT VACUUM TOXIC MATERIALS.**

**WARNING: DO NOT PLUG IN POWER CORD TO POWER OUTLET. MAKE SURE PLUG IS DISCONNECTED BEFORE CHANGING AND CLEANING FILTERS.**

1. Verify that the power cord is disconnected from the outlet. (fig.1) Make sure that the container is clean and free from dust and dirt.
2. Remove reusable cloth filter and collection bag, then carefully install the foam sleeve filter over the filter cage and place the power head back on the container. (fig.2) See filter installing instructions on page 11.

**DO NOT USE THE REUSABLE CLOTH FILTER FOR LIQUID VACUUMING.  
DO NOT USE COLLECTION BAG FOR LIQUID VACUUMING**

### OPERATING INSTRUCTIONS – WET VACUUMING

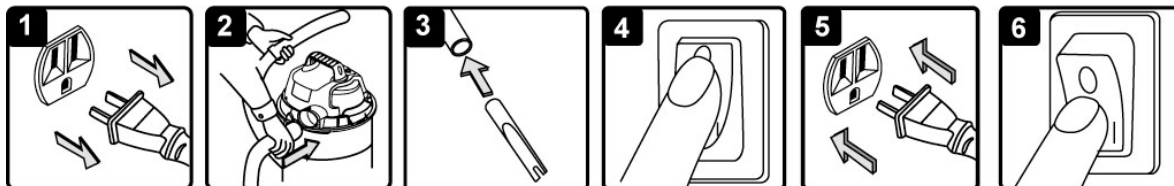
3. Fit the desired nozzle to the vacuum hose. (fig.3)
4. Verify that the switch is in the 'O' OFF position before plugging the power cord into the outlet. (fig.4)
5. Turn the motor on by flipping the switch to the 'I' ON position. (fig.5)
6. After use, empty the container, clean and dry the inside and outside before storage. (fig.6)

**IMPORTANT!** When vacuuming large quantities of liquids, do not immerse the nozzle completely in the liquid; leave a gap at the tip of the nozzle opening to allow air inflow. The machine is fitted with a float valve that stops the suction action when the container reaches its maximum capacity. You will notice an increase in motor speed. When this happens, turn off the machine, disconnect from power supply, and drain the liquid into a suitable receptacle or drain. To continue vacuuming, refit the container with the drain cap. After

wet vacuuming, turn the machine off and remove plug from power supply. Empty the container, clean and dry the inside and outside before storage.

**REMEMBER!** The foam filter must be removed after wet vacuuming, and a reusable cloth filter must be installed before dry vacuuming again.

## BLOWING OPERATION



This Wet/Dry Vac has blowing capabilities. To use the blower feature follow the instructions listed.

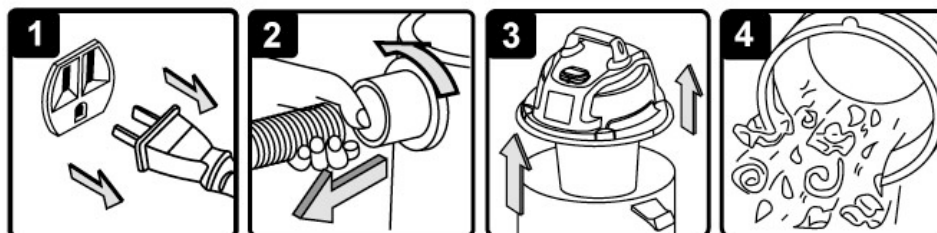
**WARNING: ALWAYS WEAR SAFETY GOGGLES COMPLYING WITH ANSI Z87.1 (OR IN CANADA, CSAZ94.3) BEFORE USING BLOWER.**

**WARNING: KEEP BYSTANDERS CLEAR FROM BLOWING DEBRIS.**

**WARNING: WEAR A DUST MASK IF BLOWING CREATES DUST THAT MIGHT BE INHALED.**

1. Verify that the power cord is disconnected from the outlet. (fig.1)
2. Make sure the container is empty before using as a blower.
3. Remove hose from the vacuum port.
4. Insert the large end of the hose into the blowing port on the back side of the power head and secure into position. (fig.2) **NOTE:** You may have to remove the noise diffuser if it is installed.
5. Fit the desired extension wand and / or nozzle to the vacuum hose. (fig. 3)
6. Verify that the switch is in the 'O' OFF position before plugging the power cord into the outlet. (fig.4, fig.5)
7. Before turning on the vac, firmly hold loose end of the hose. Turn the motor on by flipping the switch to the 'I' ON position. (fig.6)

## MAINTENANCE



**WARNING: DO NOT PLUG IN POWER CORD TO POWER OUTLET. MAKE SURE PLUG IS DISCONNECTED BEFORE CHANGING AND CLEANING FILTERS.**

1. Verify that the power cord is disconnected from the outlet. (fig.1)
2. Disconnect the hose from the vacuum, turning large end in counter clockwise direction. (fig.2)

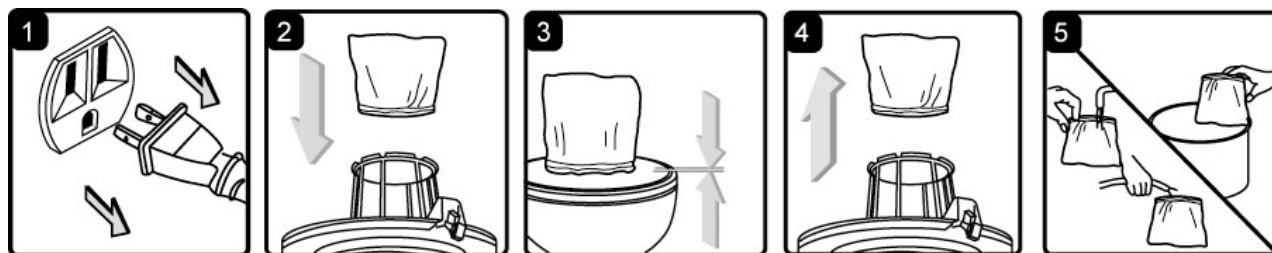
3. Undo the latches and remove the power head from the container. (fig.3)
4. Clear all dirt or debris from the container and hose. (fig.4)
5. Check the hose, attachments, and power cord to verify that they have not been damaged.

**IMPORTANT!** Clean or change the reusable cloth filter regularly for best performance. **ALWAYS USE REUSABLE CLOTH FILTER FOR DRY VACUUMING.** If the machine is used without the reusable cloth filter, the motor will burn out and the warranty will be voided. Always keep spare filters on-hand.

**NOTICE!** The filter included is made of high quality material designed to stop small dust particles. The filter should be used for dry pick-up only. A dry filter is necessary to pick up dust. If the reusable cloth filter is wet, it will clog quickly and be very difficult to clean. Handle the filter carefully when removing it for cleaning and replacing it. Check the filters for tears or small holes, a small hole can let dust pass through and out of the cleaner. Do not use a filter with holes or tears, replace it immediately.

**WARNING: ALWAYS DISCONNECT THE PLUG FROM THE POWER OUTLET BEFORE REMOVING THE POWER HEAD FROM CONTAINER.**

## INSTALLING & CLEANING REUSABLE CLOTH FILTER



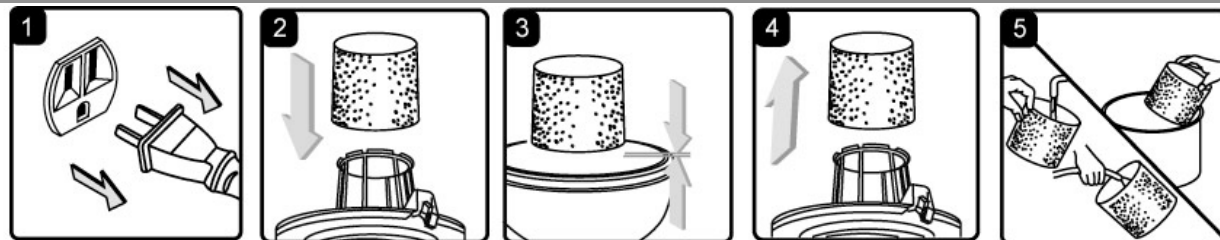
### Installing Reusable Cloth Filter

1. Verify that the power cord is disconnected from the outlet. (fig.1)
2. Remove power head and place in upside down position.
3. Slide reusable cloth filter down over the filter cage making sure the whole cage is covered. (fig. 2 & 3)
4. Replace the power head on to the container.

### Removing and Cleaning Reusable Cloth Filter

1. With the removed power head in the upside down position.
2. Carefully remove the reusable cloth filter from the filter cage. (fig. 4) Clean the filter by gently tapping or brushing dirt off. Cleaning should **not** be done indoors in living areas.
3. Use a mild soap and water solution to wash reusable cloth filter and rinse with clean water. (fig. 5)
4. Allow the wet filter to air dry for 24 hours before installing onto the filter cage.

## INSTALLING & CLEANING FOAM SLEEVE FILTER



### Installing Foam Sleeve Filter

1. Verify that the power cord is disconnected from the outlet. (fig.1)
2. Remove power head and place in upside down position. Follow instructions to remove reusable cloth

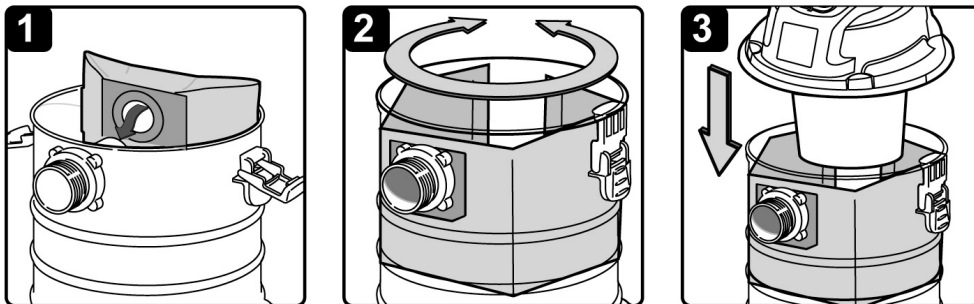
filter, see page 10.

3. Carefully slide foam sleeve filter down over the filter cage making sure the whole cage is covered. (fig.2 & 3)
4. Replace the power head on to the container.

#### **Cleaning Foam Sleeve Filter**

1. With the removed power head in the upside down position, carefully remove foam sleeve filter. (fig.4)
2. Use a mild soap and water solution to wash foam sleeve filter and rinse with clean water. (fig.5)
3. Allow filter to air dry before installing and using again.

## **INSTALLING THE DUST COLLECTION BAG**



#### **Instructions For Dust Bag Installation**

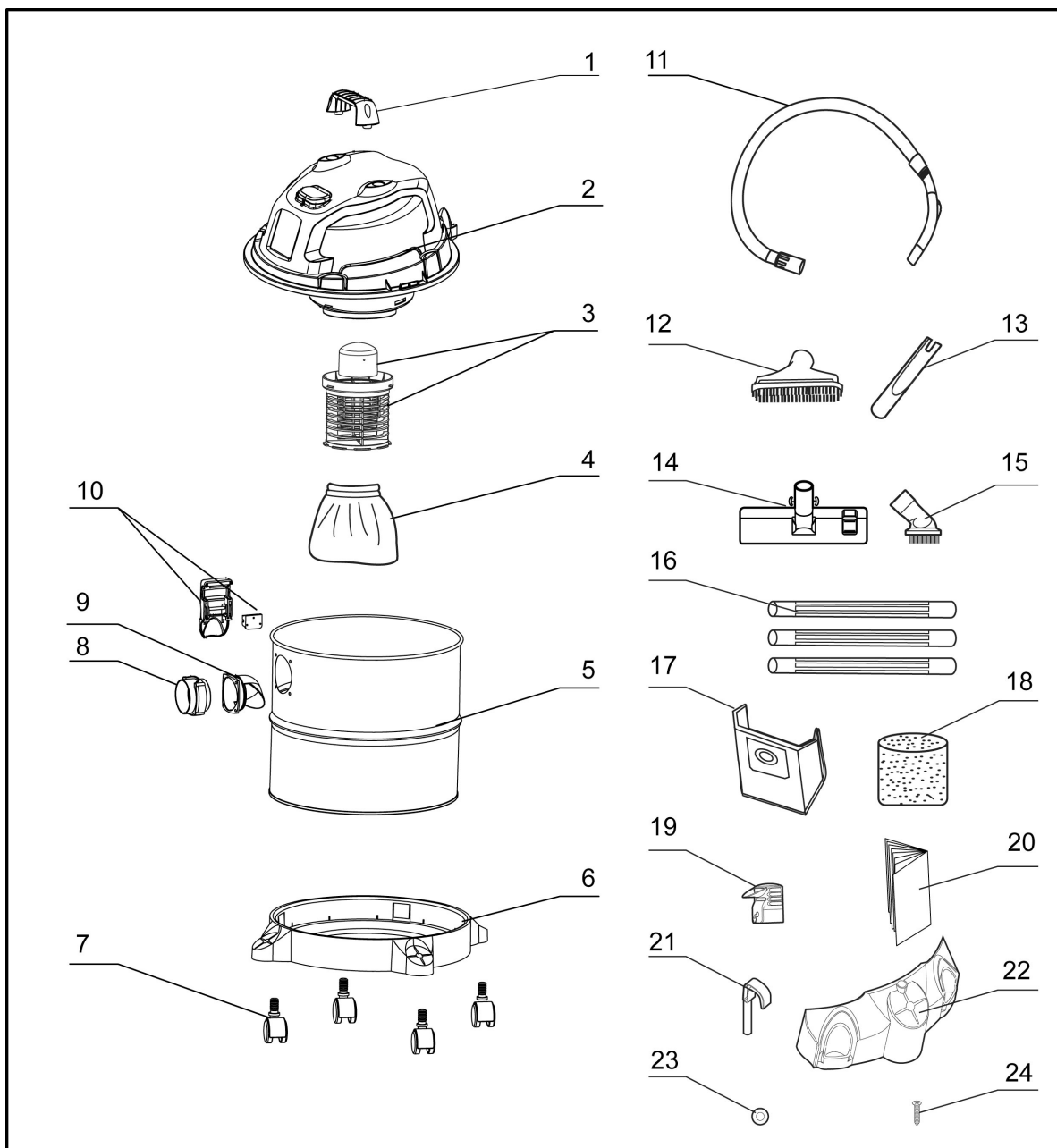
1. Slide the cardboard collar opening firmly onto the vacuum port deflector until it stops against the deflector wall.
2. Position the bag so that it is distributed around the inside of the tank.
3. Replace and secure the power head onto the tank.
4. FOR DRY PICK-UP ONLY.

## **TROUBLESHOOTING**

### **WARNING! TO REDUCE THE RISK OF ELECTRIC SHOCK-UNPLUG BEFORE TROUBLESHOOTING**

<b>Symptom</b>	<b>Possible Causes</b>	<b>Corrective Action</b>
Vacuum will not operate	1) No power supply.	1) Check power supply – cord, breakers, fuses.
	2) Faulty power cord.	2) Unplug and check the power cord. If damaged, have it repaired by a professional.
	3) Container full.	3) Empty container.
Dust comes out from motor cover.	1) The reusable cloth filter is missing or damaged.	1) Attach or replace the reusable cloth filter.
Reduced efficiency and motor/speed vibration.	1) There is a blockage in the nozzle, hose, or the vacuum inlets. Or the reusable cloth filter is blocked by fine dust.	1) Check nozzle, hose and inlets for blockage. Take off the filter and clean it. Or install new filter.

# PARTS LIST - EXPLODED VIEW



VQ407S Manual Parts List

Key Number	Drawing Number	Description	Quantity	Key Number	Drawing Number	Description	Quantity
1	VL01S0.10.05	Handle	1	14	FV7723.01.00	Multi-Surface Floor Nozzle	1
2	VQA1SD.50.00	Power Head Assembly	1	15	FV7773.01.00	Round Dust Brush	1
3	VJ01PF.13.00	Float & Filter Cage	1	16	FV7902.01.01	Extension Wands	3
4	FV9644.01.00	Reusable Cloth Filter	1	17	FV9612.01.00	Collection Bag	3
5	VM03S0.20.01	Container	1	18	FV9501.02.00	Foam Sleeve Filter	1
6	VM01S0.10.04	Base	1	19	TVQTZH.02.CF	Noise Diffuser	1
7	TVQTJL.01.00	Casters	4	20	VQA5BZ.20.60.01	Operator's Manual	1
8	TVQTXK.06.01	Vacuum Port Assembly	1	21	VM10S0.10.01	Cord hook	1
9	TVQTXK.04.02	Vacuum Port Deflector	1	22	VM10S0.10.02	Accessory holder	1
10	TVQTDK.04.50	Latch Assembly	2	23	BOC1YX.06.BZ	Washer	1
11	FV7822.06.00	Hose With Air Control Nozzle	1	24	BOA2D.39.16F	Screw	1
12	FV7774.01.00	2-in-1 Utility Nozzle	1				
13	FV7772.01.01	Crevice Tool	1				