

# Roommate Cleaning & Space Agreement

*This is not a legally binding document; this is a tool for roommates to recognize and discuss topics related to living together harmoniously. It is important that all roommates agree to discuss these topics honestly and find ways to compromise both now and if any conflicts arise.*

**Building Number:** \_\_\_\_\_

**Apartment Number:** \_\_\_\_\_

**Resident Name:** \_\_\_\_\_

**Resident Name:** \_\_\_\_\_

**Resident Name:** \_\_\_\_\_

**Resident Name:** \_\_\_\_\_

## Use of and Care for Our Space:

It is important to discuss your daily habits and preferences while in a shared living space. Be honest in the chart below about your daily habits and preferences to ensure all members of the room come to an agreement on how to best behave in your shared space.

### Temperature/Thermostat:

The temperature at which the thermostat is kept can make a financial difference. It takes energy to cool down or heat or the apartment. Discuss the temperature range at which everyone is comfortable keeping the apartment:

### Sleeping Habits & Preferences:

Name	Time I go to bed	Time I wake up	Amount of noise I can sleep with	Temperature I prefer while I am sleeping	Other preferences you should know
			None/Some/Indifferent	Warm/Cold/Indifferent	
			None/Some/Indifferent	Warm/Cold/Indifferent	
			None/Some/Indifferent	Warm/Cold/Indifferent	
			None/Some/Indifferent	Warm/Cold/Indifferent	

We agree to do the following to respect each other's sleeping habits:

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**Studying Habits & Preferences:**

Name	Time of day I generally like to study	Place I prefer to study (living room, room, lab, library)	Amount of noise I can study with
			None/Some/Indifferent

We agree to do the following to respect each other's studying habits:

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**Cleanliness:**

The following lists common tasks you will need to share. Discuss how these tasks will be shared. How often will these tasks happen? Who will do them? Will the same person do the same task or will you rotate? Who will submit maintenance requests for broken items?

Task	Frequency	Person Responsible
Take trash to dumpster		
Take recycling to appropriate bins		
Vacuum common spaces		
Clean kitchen floor and counters		
Clean bathroom surfaces		
Buy cleaning or household supplies (Lysol wipes, toilet paper, swifer)		
Dishes		
Other		

**Common Spaces:** (bathroom, porch, living room, fridge space, cabinet space) are meant to be shared. Discuss what you are allowed to store in commons spaces (personal belongings, bicycles, trash, recycling). How will you equitably divide cabinet or fridge space? We agree to the following for common spaces:

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# Financial Agreement

**Address of Rental unit:** \_\_\_\_\_

**Term of Lease, from:** \_\_\_\_\_ **to:** \_\_\_\_\_

Name	Rent per Month (\$)	Utilities per Month (\$)	Other per Month (\$)	Payment Due Date

**Indicate who is the leaseholder by putting a \* by their name.**

**Rent per Month:** Each roommate living in the apartment confirms that they will pay the leaseholder the amount specified in "Rent per Month" on the "Payment due Date" each month. If at the end of the lease period a roommate has a remaining balance they will discuss when the balance will be settled.

**Utilities per Month:** Utilities already included in the lease are water and trash. Electricity and gas are billed directly to the leaseholder. The utilities bill will be divided (evenly)/(as indicated in the table above) [circle one].

**Other per Month:** Other expenses include phone, cable, and Wi-Fi. Note that the off-campus leases do not cover these expenses. The Wi-Fi bill will be in \_\_\_\_\_'s name. The Wi-Fi bill will be divided (evenly)/(as indicated in the table above) [circle one]. The cable bill will be in \_\_\_\_\_'s name. The cable bill will be divided (evenly)/(as indicated in the table above) [circle one].

**Subletting:** Subletting is (not allowed)/(allowed)/(allowed only with the permission of all of the roommates.)

**Guests:** Each roommate (does)/(does not) [circle one] need to obtain permission from the other roommate(s) prior to the stay of any overnight guest(s). Each roommate is responsible for the behavior of his/her guests. Guests shall not unreasonable disturb other roommates. Guests must stay in the bedroom of the roommate who invited them, unless all other roommates agree that the guest may stay in a shared area. Overnight guests may stay (as long as desired)/(an agreed upon number of nights)/(a set number of nights: \_\_\_\_\_)

**Other terms:**

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