

# Sample Roommate Agreement

(Each roommate should receive a copy of this agreement.)

The parties of this agreement are

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Hereinafter called "ROOMMATES"

The roommates herein, have on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, signed a lease/rental agreement for the premises at the following address:

A copy of said agreement is attached. It is agreed that all responsibility of renting these premises will be shared equally.

## Terms

This agreement shall remain in effect from \_\_\_\_\_ to \_\_\_\_\_. Each roommate must give the other roommates thirty-days  written  oral notice in advance, if for any reason the roommate will be moving out before the date shown above. The roommate may leave and be free of any further financial obligations for the 30-day notice period, if a substitute roommate is found and is acceptable to the remaining roommates and the owner.

Under a lease agreement, departing roommate will be responsible until a replacement is found.

The roommate who is leaving may still be obligated to the landlord by the terms of the signed lease. The landlord should be notified of any pending roommate switch, so that proper arrangements can be made for legal vacating of property.

## Deposit

The roommates have paid a security deposit of \_\_\_\_\_. List amount each roommate has paid below.

Each roommate will receive his/her portion from the landlord at the end of the tenancy, or when the new roommate moves in and pays a deposit to replace the departing roommate's portion of the security deposit. Each roommate is responsible for charges associated with the damages he/she or his/her guests caused.

## Rent

Each roommate shall pay the following amount of rent: \_\_\_\_\_

(Amounts may not be equal; list all rent rates.) The rent shall be paid on the \_\_\_\_\_ day of each month.

## Pets

If pets are permitted under the lease, each pet owner shall be responsible for all damages caused by his or her pet. This includes damage to furniture, carpeting, doors, lawn, and garden.

## Household Supplies

A ledger will be kept of all supplies purchased by each roommate. The supplies include such things as paper towels, toilet paper, cleaning fluids, dish detergent, foil, plastic trash bags, scrub brushes, and any other goods needed for the home which will be shared by all roommates. The purchases made by each roommate should be totaled and divided evenly to reimburse those who have purchased a higher amount of goods, so that the financial responsibility is shared by all tenants.

## Kitchen Use and Clean-Up

Food expenses shall be shared evenly by all roommates. Preparation of meals shall be determined by an attached schedule which can be flexible.

OR

Food is to be bought by each roommate. There is to be no borrowing of food without prior approval. A separate space will be provided for each person's groceries.

Each roommate agrees to do his/her own dishes and empty the trash as needed. A schedule of kitchen clean-up may be attached which should include cleaning the refrigerator, oven, and mopping the floors.

## Utilities

The following services have been arranged and paid for as follows:

ITEM	ACCOUNT IN NAME OF	AMOUNT OF DEPOSIT	DEPOSIT PAID BY	HOW BILL IS SHARED	ROOMMATE RESPONSIBLE FOR PAYMENT
Gas					
Water					
Bottled Water					
Electricity					
Phone*					
Garbage/Trash					
Newspaper					
Cable Television					

\*Charges for unclaimed telephone calls shall be allocated equally among the roommates

Each roommate has been assigned the responsibility for payment of a specific bill. This includes determining the amount owed by each roommate, collecting that amount, and seeing that payment is made before the due date.

**OR**

The attached schedule has been developed to assign each roommate the month in which he/she will be responsible for collection and payment of all bills.

## Optional Areas of Agreement (Common Problem Areas)

### Personal Property

All roommates agree to refrain from borrowing roommate's personal goods, without prior approval. Exceptions to this should be clearly stated, with the roommates reserving the right to change their minds about the sharing of their items. If damage is done to personal property, the roommate responsible for the damage will be held liable.

### Cleaning and Yardwork

All roommates agree to share the responsibilities of cleaning and maintenance of the premises. This includes dusting, vacuuming, emptying trash, mopping and waxing floors, cleaning bathrooms, and yardwork.

The roommates have decided to develop a schedule which is attached, telling when each roommate will complete the above jobs.

**OR**

The roommates will each work together one day a week to complete the above jobs.

### Additional Terms of Agreements

In addition to the items mentioned above, the following items have been known to cause conflict among roommates. If you foresee any of these as a problem, write out any needed additional agreements and attach.

\_\_\_\_\_ Use of tobacco, alcohol, and drugs

\_\_\_\_\_ Clean-up after parties

\_\_\_\_\_ Quiet hours for studying and sleeping

\_\_\_\_\_ Overnight guests for extended periods of time

\_\_\_\_\_ Use of stereo and records

\_\_\_\_\_ Keys

\_\_\_\_\_ Parking

\_\_\_\_\_ Behavior of guests

\_\_\_\_\_ Compliance with condominium rules

### Signatures of Roommates

\_\_\_\_\_

\_\_\_\_\_

*This form is offered as a matter of service to students and landlords. California State University, Long Beach shall not be liable for any damages whatsoever arising from any errors or omissions made herein.*