# UNF Department of Housing and Residence Life Division of Student Affairs

# Apartment/Suitemate Agreement

When filling out this form, be respectful, open, honest, and direct. Compromise and flexibility are the cornerstones of a good roommate experience. After discussing the following information with your RA, please give a copy to them and keep a copy for the room.

## **Roommates Names Printed**

	g Room Number Resident Assistant
Cleanin	g Standards/Miscellaneous:
1.	Our space will be kept (circle one): <u>Spotless</u> <u>Clean</u> <u>Moderately clean</u> <u>Lived in</u>
2.	We will clean common areas (bathroom, living room, kitchen, etc.) (circle one): <u>Daily</u>
	Monthly Weekly As needed:
3.	Cleaning means (Circle all that apply):       Vacuuming       Sweeping       Mopping         Wiping down counters/sinks       Cleaning the shower       Cleaning the toilet         Other:
4.	How long can dirty dishes be left in the sink? (Circle one)       Never       1 to 2 days         3 to 4 days       1 week       Other:
5.	The trash will be taken out (circle one): <u>Weekly</u> <u>As needed</u> By who?
6.	Our room/apt. temperature will be set at:By who?
7.	Messages will be left where/within? (On the computer screen, door, 24 hours, etc.)
8.	Our main door should be (circle one): <u>Unlocked when one of us is in the room</u> <u>Locked at all times</u> <u>Other:</u>
Kitchen	n/Bathroom/Common Space
	n <b>/Bathroom/Common Space</b> We will share our food (Circle one): <u>Yes</u> <u>No</u> <u>Comments:</u>
1.	We will share our food (Circle one): <u>Yes</u> <u>No</u>
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1.	We will share our food (Circle one):       Yes       No         Comments:
1. 2. 3.	We will share our food (Circle one):       Yes       No         Comments:
1. 2. 3.	We will share our food (Circle one):       Yes       No         Comments:
<ol> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> </ol>	We will share our food (Circle one):       Yes       No         Comments:
<ol> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> </ol>	We will share our food (Circle one):       Yes       No         Comments:
<ol> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> <li>5.</li> </ol>	We will share our food (Circle one):       Yes       No         Comments:
<ol> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> <li>5.</li> <li>6.</li> </ol>	We will share our food (Circle one):       Yes       No         Comments:
1. 2. 3. 4. 5. 6. Studyin	We will share our food (Circle one):       Yes       No         Comments:
1. 2. 3. 4. 5. 6. Studyin	We will share our food (Circle one):       Yes       No         Conments:
1. 2. 3. 4. 5. 6. Studyin	We will share our food (Circle one):       Yes       No         Comments:
1. 2. 3. 4. 5. 6. Studyin <i>I.</i>	We will share our food (Circle one):       Yes       No         Comments:
1. 2. 3. 4. 5. 6. Studyin <i>I.</i>	We will share our food (Circle one):       Yes       No         Comments:

**Visitors:** Guests of the same sex are permitted to spend 12 nights (No more than 3 consecutive) with the permission of all occupants of the room. There is a 20 day maximum for all guests. They are not to be left unattended or to be in possession of a key. Visitation of the opposite sex is until 1:00 a.m. Sunday – Thursday and 3:00 a.m. Friday and Saturday.

- 1. Arrangements of guests should be made \_\_\_\_\_ days in advance.
- 2. If we want to have overnight visitation of the same sex, we will (Circle one): <u>Ask permission</u> <u>Let each other know</u> <u>Other:</u>\_\_\_\_\_
- 4. Friends can visit( circle all that apply): <u>Any time</u> <u>Not when a roommate is asleep</u> <u>Not when a roommate is studying</u> <u>Other</u>:\_\_\_\_\_\_
- 5. Guests are not allowed to :
  \_\_\_\_\_\_
- 6. If privacy is needed, we will notify each other by :
- 7. Guests will leave by:\_\_\_\_\_

### Sharing/ Going out of town/Conflict: (Please circle all that apply)

- If leaving for the weekend, we will: <u>Notify each other</u> <u>Not notify each other</u>
   If we hear gossip, negative talk about a roommate, we will : <u>Talk to that person</u>
  - Inform roommate <u>Consult RA</u>
- 3. Preferred means of communication with roommate(s) if there is a conflict: <u>Face to face conversation</u> <u>Notes, emails, voicemails</u> <u>Mediation with UNF Housing Staff member</u>
- 4. If a conflict arises, our plan of action will be:

**Alcohol/Drug Paraphernalia:** Residents that are 21 and above that live in Osprey Village or Osprey Fountains are allowed to have alcohol under the regulations stated in the Resident Handbook. Please review the policies.

- 1. Is alcohol allowed in our room: <u>Yes</u> <u>No</u> <u>Other:</u>\_\_\_\_\_
- 2. If alcohol is allowed, when is it acceptable:
- 3. If a roommate comes in the room/apt. and is intoxicated/or using drugs, I/we will

#### Additional Comments/Feedbacks:

Our R.A. lives in \_\_\_\_\_ The R.A.'s phone number is \_\_\_\_\_

I understand that I may be held responsible for the agreed upon terms above. I will do my absolute best to communicate and compromise with my roommate(s) to make our time together a positive experience.

Date: \_\_\_\_\_\_Resident Assistant Signature: \_\_\_\_\_

Roommate Signatures:

 1.
 2.

 3.
 4.

 5.
 6.