

# Roommate Agreement Form

Communication is the single-most important factor in building good relationships with your roommate(s). By working with each other, this roommate agreement will help you and your roommate(s), with the assistance of your Resident Assistant (RA) or Community Manager (CM), begin the process of discussing issues that have often been found to be sources of conflict. Many roommates will assume they know how someone feels, which could potentially be different from the truth. Once a potential conflict is identified, it can be resolved through open communication before a major problem develops. Your RA is here to help guide the conversations in the beginning and if a problem does arise.

Be honest with yourself and your roommate(s) now, so issues can be addressed **before** they arise.

This is a helpful process to go through whether living on-campus now, or off-campus later in life. Each member of a particular room, suite, or apartment will complete a copy of this form during a group meeting with your RA/CM. Be aware that if a roommate change occurs, you and your new roommate(s) will develop a new agreement. Remember to keep a copy to refer back as needed.

Remember:

**Communication is the key!**

***For most questions, you may check all boxes that best fit your response.***

1st Meeting Date

2nd Meeting Date

## General Information

Building  Room Number(s)/ Letters  RA/CM

This section is for all to input any important information you feel your other roommates may want to know about you, or feel they should know. This is to help make sure you feel comfortable in your space. Topics to consider are dietary restrictions, religious practices, how you may identify, if you have a significant other, etc. Your RA will also be taking time throughout the semester to get to know you, but this will help spark conversations!

Roommate Name/Preferred Name and Preferred Pronouns	Information

# Living Together

It is important to know, respect, and work together with your roommate(s) to have an enjoyable time!

## Cleanliness

Our shared space will be:	We will clean:	When we clean, we will:	
<input type="checkbox"/> Neat <input type="checkbox"/> Messy <input type="checkbox"/> In between	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> As needed	<input type="checkbox"/> Do our laundry <input type="checkbox"/> Wash dishes after using them <input type="checkbox"/> Take out the trash <input type="checkbox"/> Vacuum/dust	<input type="checkbox"/> Put away any personal items in shared space <input type="checkbox"/> Other/additional: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
General cleaning supplies will be purchased:			
<input type="checkbox"/> On a rotation basis <input type="checkbox"/> With the cost split each time	<input type="checkbox"/> Other/additional: <div style="border: 1px solid black; height: 60px; width: 100%;"></div>		

## Use of Space

Study time(s) in the space will be:	Study atmosphere in the space will be:	Room/Apt. Temperature will be set at:
<input type="checkbox"/> 9 am – Noon <input type="checkbox"/> Noon - 5 pm <input type="checkbox"/> 5 pm - 10 pm <input type="checkbox"/> 10 pm – Midnight <input type="checkbox"/> Midnight - 9 am <input type="checkbox"/> Other/additional: <input type="checkbox"/> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<input type="checkbox"/> Silent <input type="checkbox"/> Low music <input type="checkbox"/> Low TV volume <input type="checkbox"/> No distractions <input type="checkbox"/> Anything goes <input type="checkbox"/> Other/additional: <input type="checkbox"/> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<input type="checkbox"/> < 65 <input type="checkbox"/> 65 - 68 <input type="checkbox"/> 69 - 72 <input type="checkbox"/> 73 - 75 <input type="checkbox"/> > 75 <input type="checkbox"/> Same at night <input type="checkbox"/> If different at night/sleeping: <input type="checkbox"/> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Guests of the same sex are allowed to visit without prior notice and permission only during the following times: <input type="checkbox"/> 9 am – Noon <input type="checkbox"/> Noon - 5 pm <input type="checkbox"/> 5 pm - 10 pm <input type="checkbox"/> 10 pm – Midnight <input type="checkbox"/> Midnight - 9 am <input type="checkbox"/> Never. Always get permission first. <input type="checkbox"/> Other/additional: <input type="checkbox"/> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Guests of the opposite sex can visit: <input type="checkbox"/> Only with permission <input type="checkbox"/> Same times as guests of the same sex <input type="checkbox"/> Different times as guests of the same sex	If different times for opposite sex visits, mark those times here: <input type="checkbox"/> 9 am – Noon <input type="checkbox"/> Noon - 5 pm <input type="checkbox"/> 5 pm - 10 pm <input type="checkbox"/> 10 pm – Midnight <input type="checkbox"/> Other/additional: <input type="checkbox"/> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

Time of Day Routine (write names in and any additional information):

I like to stay up late:	<div style="border: 1px solid black; height: 15px; width: 100%;"></div>
I like to wake up early:	<div style="border: 1px solid black; height: 15px; width: 100%;"></div>
I am an afternoon/early evening person:	<div style="border: 1px solid black; height: 15px; width: 100%;"></div>

Roommates can use each other's:

- |   |                                       |  |
|---|---------------------------------------|--|
| <input type="checkbox"/> Appliances (microwave, etc.) | <input type="checkbox"/> TV/Stereo    | <input type="checkbox"/> ...without asking               |
| <input type="checkbox"/> Food/Drink                   | <input type="checkbox"/> Computer     | <input type="checkbox"/> ...only after asking first      |
| <input type="checkbox"/> Personal care items          | <input type="checkbox"/> Clothes      | <input type="checkbox"/> ...only if immediately returned |
|   | <input type="checkbox"/> Other Items: | <input type="checkbox"/> as is                           |

Clarify differences:

Guests in our space are allowed to:

- |  |  |
|--|--|
| <input type="checkbox"/> Sit on/use other's beds                 | <input type="checkbox"/> Use other's personal belongings |
| <input type="checkbox"/> Sit on/use other's desk chair/furniture | <input type="checkbox"/> Use other's computer            |
| <input type="checkbox"/> Eat other's food                        |  |

Sleeping time(s) in the space will be:

While other(s) are sleeping in the space, it is okay to:

- 9 am – Noon
- Noon - 5 pm
- 5 pm - 10 pm
- 10 pm – Midnight
- Midnight - 9 am
- Other/additional:
- 

- Make noise
- Listen to music
- Keep overhead light on (if applicable)
- Have guests over
- Use microwave/appliances

- Keep desk lamp on (if applicable)
- Watch TV
- Use hair dryer
- Other/additional:

### Definitions

"Quiet":

"Privacy":

"Neat & Clean":

"Offensive language": *(whether in person, movies, or music)*

### Personal Habits

The main door should remain:

If leaving for a weekend/period of time, we will:

- Locked at all times
- Unlocked when one of us is in the room
- Other/additional:

- Notify each other
- Not notify each other
- Other/additional:

How will we request private time in the room/apartment?

How far ahead of time?

Alcohol

\*Please note that each roommate's actions must stay within the published student code of conduct and must maintain a safe environment for everyone. Your RA/CM can assist you in understanding the policies.

- I'm under 21
- I am 21+, but choose not to drink
- I prefer drinking to not take place in our space
- I am 21+ and plan to drink in the space
- I am 21+ and would like to drink with others of age in the space
- Other/Additional:

Plans of Action

Preferred means of communication with roommate(s) during conflict:

- Speaking face-to-face
- Communicating over email/Facebook
- Communicating via text message
- Mediation with a staff member RA/CM
- Other/additional:

If one of us is bothered by the actions of the other, we should:

- Keep it to ourselves
- Immediately voice our concerns by talking
- Consult RA/CM
- Not post it on social media sites
- Not gossip to others about it first
- Other/additional:

If we hear gossip/negative talk about the other(s), we agree to:

- Confront person sharing the gossip
- Inform roommate
- Consult RA/CM
- Other/additional:

Food or drink consumed that is not ours, will be:

- Replaced within three days
- Replaced within a week
- Not replaced (what's mine is yours)
- Other/additional:

We would like to

- Only revisit/revise this agreement form if one of the roommates wants to at a later date
- Set a date now to revisit (and revise if needed) this agreement form (Put date in "2nd Meeting Date" box on page 1 of this form)

\*Note: The RA/CM may revisit this agreement with roommates as needed during the year.

I am entering into a good-faith agreement with my roommate(s) to make the most of our living arrangements this year. As issues arise I promise to first communicate openly with my roommate. This form is only a starting point for open communication. As needed, we will refer back to this form and seek counsel of the RA/CM.

**This form should be printed and signed by each roommate.  
A copy should be kept by each roommate and the RA/CM.**

Roommate Printed Name	Roommate Signature

RA/CM Signature: \_\_\_\_\_

Date: \_\_\_\_\_

In approximately two months, your RA/CM may want to revisit this agreement with you and your roommate(s) to see if any updates need to be made.