

# Roommate Agreement

An agreement between roommates who share a home, about money, house rules and moving out. Template v1.0.

Date of this agreement: \_\_\_\_\_

Lead roommate: \_\_\_\_\_

Roommate: \_\_\_\_\_

## 1. The home

The Lead Roommate and the Roommate share the home at this address (the Home):

The Roommate's own room: \_\_\_\_\_

The Roommate moves in on: \_\_\_\_\_

Each roommate has the private use of their own room. The other rooms are shared unless the roommates agree otherwise.

## 2. Rent

The Roommate's share of the rent each month: \_\_\_\_\_

Paid to: \_\_\_\_\_

Due on this day of each month: \_\_\_\_\_

If the rent share is paid to the Lead Roommate, the Lead Roommate pays the full rent to the landlord on time and shows the Roommate proof of payment on request.

## 3. Bills

How the bills are split:

Each roommate pays their share within 7 days of seeing the bill. The roommate whose name is on an account shares a copy of each bill.

## 4. Deposit

Deposit paid by the Roommate: \_\_\_\_\_

When the Roommate moves out, the Roommate gets this amount back when the landlord returns the deposit, less the Roommate's fair share of any deductions. If a new roommate takes the Roommate's place, the new roommate may pay this amount to the Roommate instead. Damage that one roommate or their guests cause is that roommate's cost alone.

## 5. House rules

Quiet hours: \_\_\_\_\_

Guests:

Chores and shared spaces:

- (a) Each roommate respects the other's privacy and does not enter the other's room without permission.
- (b) Each roommate keeps shared spaces tidy and replaces shared supplies fairly.
- (c) Nobody smokes or vapes indoors unless both roommates agree in writing.
- (d) Both roommates follow the lease and the building rules.

## 6. Moving out

Notice needed to move out: \_\_\_\_\_

A roommate who wants to move out gives the other roommate written notice of at least this length. The leaving roommate pays their share of the rent and bills until the notice ends or until a replacement that the other roommate and the landlord accept moves in, whichever is sooner. The leaving roommate removes their belongings, cleans their room and returns their keys.

## 7. Disputes

If a problem comes up, the roommates first talk about it openly and try to agree a fix. If they cannot agree within 14 days, they try mediation with a neutral person or a local mediation service, and share its cost equally, before taking any other step. This does not stop either roommate acting at once in an emergency or where someone's safety is at risk.

## 8. The lease with the landlord

This agreement is between the roommates only. It does not change the lease with the landlord or anyone's duties to the landlord. If it conflicts with the lease, the lease applies. Each roommate tells the other promptly about any notice from the landlord.

## 9. Whole agreement

This is the whole agreement between the roommates about sharing the Home. A change is valid only in writing signed by both roommates. If a term cannot be enforced, the rest of this agreement still applies.

Roommate phone (the Roommate fills this in): \_\_\_\_\_

**Roommate**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

**Lead roommate**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date