

## ROOMMATE CONTRACT

**Off-Campus Housing recommends that a Roommate Contract be completed anytime a new lease is signed or a lease is renewed.** This document is designed to provide its users the opportunity to establish some guidelines related to the details of their living arrangements. Users are encouraged to spend quality time discussing each section, being as forthright and honest with their opinions as possible.

This agreement, made on \_\_\_\_\_, is a contract between:

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co-tenants at, \_\_\_\_\_ managed by: \_\_\_\_\_  
Address of Unit Name of Property Manager

I understand that I am entering into a legally binding agreement with my roommates. I also understand that we, as a group, and I, as an individual, am responsible to the manager, the utility companies, the telephone company, and each other.

### Term or Period of Agreement

This agreement is to begin on \_\_\_\_\_ for a term lasting from \_\_\_\_\_ to \_\_\_\_\_.

I fully understand and accept the rules and responsibilities of this agreement.

### Security Deposit

The security deposit for the dwelling is \$ \_\_\_\_\_. My share amounts to \$ \_\_\_\_\_. I understand that this amount will be returned to me less the amount deducted by the manager for unpaid rent and/or damages. I accept responsibility for damages, which I, my pet, or a friend of mine causes, and I will reimburse my roommate(s) for the part of their security deposit withheld for those damages.

### Rent

The total rent according to the terms of our lease agreement with our manager for the dwelling is \$ \_\_\_\_\_ per month. I agree to pay 1/\_\_\_ of the monthly rent. This amounts to \$ \_\_\_\_\_. The total amount my roommate(s) and I are liable for over the period of the lease is \$ \_\_\_\_\_, of which my share is \$ \_\_\_\_\_. I understand that we, as a group, and I, as an individual, am responsible to the manager for the total rent for the term of the agreement.

### Utilities

I agree to pay 1/\_\_\_ of the deposits and/or hook-up charges for all utilities.

I agree to pay 1/\_\_\_ of the monthly utility bills except telephone.

I agree to pay 1/\_\_\_ of the monthly telephone service charge, plus all long distance calls that I make and the taxes on those calls.

I agree to pay as follows for any additional utilities: \_\_\_\_\_

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**Moving Out**

If, for whatever reason, I move out of the dwelling, I realize it is primarily my responsibility to find a replacement roommate who is acceptable to my present roommates.

If one of my roommates moves out, I also will attempt to find a replacement roommate. I understand the need to be reasonable in accepting a replacement roommate.

If I move out of the dwelling and a replacement roommate has not been found, I realize that I am still legally responsible to my roommates for paying my share of the rent and utility bills.

I understand that I, as an individual, can be held responsible to my manager and/or utility companies for rent and/or utility bills for the entire lease period, if my roommate(s) fails to fulfill their part of this agreement.

I agree to the following arrangements regarding:

**Food / Shopping:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Cleanliness / Cleaning Responsibilities:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Privacy:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sharing of Personal Items:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Noise / Study Times:** \_\_\_\_\_

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**Smoking / Drinking / Drugs:** \_\_\_\_\_

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**Parties / Entertaining:** \_\_\_\_\_

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**Overnight Guests:** \_\_\_\_\_

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**Pets:** \_\_\_\_\_

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**Additional Remarks** (i.e. security, furniture, and appliances) attach additional sheets if necessary:

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