



ROOMMATE AGREEMENT CHECKLIST

This checklist should only serve as a guide to help you and your roommates talk about important cohabitation topics and come up with a plan to avoid unnecessary conflict or tension. Even the best of friends can find cohabitation to be challenging, so it is best to discover resolutions before any issues fester or worse. Under each topic are some key questions to start these important discussions that will hopefully lead to some clear decisions and ground rules for a pleasant home environment.



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Shared Spaces

What spaces are considered shared and which are not?
Are there any activities that are not allowed to happen in the shared spaces?
What are your expectations for how and when you wish to use the shared space?
Who is responsible for cleaning the shared space, both on a schedule and after use?
Are there any shared items?
How are the costs of replacing shared items being divided? And how are they being replaced?

Cleaning

What is the regular schedule for cleaning shared spaces.
Who is responsible for these cleanings?
Who will purchase the cleaning supplies?
What should happen if someone leaves a mess in a share space after use or fails to do the regularly scheduled cleaning?

Guests

Are there any spaces or items that guests should not be allowed to use?
How should damages and policy violations by guests be handled?
Are there any restrictions about guests visiting, specifically time of day, length of stay, freedom of access and overnights?
When is a guest considered more and expected to contribute to the shared expenses?

Noise

Is there a set time of day for expected quiet hours?
What is the threshold for noise, i.e. what activities are restricted?
Is there a particular space and/or time set aside for studies and therefore is quieter?

Temperature

What shall be the temp of the house, both A/C during warmer days, heat during colder days and window open during in-between days?
What about settings during the day vs during the night?

Responsibilities

Is there a specified spot for mail so no one misses something?
Who is responsible for paying bills if things are shared?
Is there a day set for dealing with shared costs?
Are there any duties outlined in the lease that need to be assigned, like lawn care?

Conflicts

How will you address things when there is an issue that arises...text, email or in-person?
Are there pre-known pet peeves that should be shared to help alleviate issues?
Are there any allergies that need to be known?
Is there an emergency contact (name and number)?