

# ROOMMATE AGREEMENT

Effective date: [DATE]. Complete the bracketed fields and remove unused options before signing.

Roommate A: [FULL LEGAL NAME], [ADDRESS], [NOTICE EMAIL].

Roommate B: [FULL LEGAL NAME], [ADDRESS], [NOTICE EMAIL].

## 1. HOME AND OCCUPANTS

Address: [ADDRESS]. Additional housemates signing this agreement: [NAMES OR NONE]. Rooms and shared areas: [ALLOCATION]. Main lease details: [REFERENCE]. This agreement does not change the landlord's rights or release a named tenant from the main lease.

## 2. SHARED COSTS

Rent share for each person: [AMOUNTS AND CURRENCY]. Payment due dates and recipient: [DETAILS]. Utilities, internet and shared supplies: [SPLIT / METHOD]. Deposits and evidence of payment: [DETAILS]. No person may incur a shared expense above [AMOUNT] without agreement.

## 3. HOUSEHOLD ARRANGEMENTS

Cleaning, noise, guests, pets, smoking, food and shared belongings: [AGREED RULES]. Private rooms require the occupant's consent to enter except emergencies. Deal with concerns first through [HOUSEHOLD DISCUSSION PROCESS].

## 4. DAMAGE AND CHANGES

A person causing damage beyond ordinary wear is responsible for documented reasonable costs to the extent permitted. Shared or unidentified damage is handled under [PROCESS]. New occupants and room changes require agreed consent and any landlord approval.

## 5. LEAVING

Departure notice: [PERIOD]. Replacement process and landlord consent: [DETAILS]. Responsibility for rent until formal release: [TERMS CONSISTENT WITH MAIN LEASE]. Deposit settlement and final bills: [TIMING / METHOD]. No housemate may unlawfully remove another person or their belongings.

## 6. NOTICES AND CHANGES

Notices must be sent to the addresses above by [AGREED DELIVERY METHOD] and take effect on [AGREED RECEIPT RULE]. Each party must promptly notify the other of changed contact details. Changes to this agreement must be recorded in writing and accepted by all affected parties.

## 7. LAW AND DISPUTES

Governing law: [AGREED LAW]. Courts or other agreed dispute process: [FORUM AND PROCESS]. The parties will first try to resolve a dispute through their named contacts for [NUMBER] days, without preventing urgent relief or missing a legal deadline. Nothing in this agreement removes rights or requirements that cannot lawfully be excluded.

## 8. COMPLETE AGREEMENT

This document and its completed schedules record the agreement on this subject. If a term cannot be enforced, the remaining terms continue to the extent permitted. Each signatory confirms authority to sign for the named party. Counterparts and electronic signatures may be used where permitted; any additional signing formalities must still be completed.

### SIGNATURES

Roommate A: [NAME]

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

Signing capacity, if applicable: [TITLE / CAPACITY]

Roommate B: [NAME]

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

Signing capacity, if applicable: [TITLE / CAPACITY]