

318 Commons Apartment/Roommate Agreement

Apartment Number: _____ **Date:** _____

This Apartment/Roommate Agreement is designed to promote discussion and a shared understanding of the standards that you will have for your apartment space. You will complete this document with your Resident Assistant/Community Assistant in the presence and with participation from ALL of your apartment roommates.

SECTION ONE: ROOMMATE RIGHTS

Each person living in this apartment has the following rights. Make sure that the standards you set for your apartment, and the way in which you conduct yourself guarantees your rights, and the rights of those living with you.

- The right of personal privacy.
- The right to be free from fear, intimidation, physical and emotional harm.
- The right to have free access to the common areas of the apartment.
- The right to talk about conflicts and concerns.
- The right to live in a clean environment.
- The right to study free from undue disturbance in one's own bedroom.
- The right to sleep without undue noise or disturbance.
- The right to have respect shown to one's personal belongings.

SECTION TWO: GETTING TO KNOW EACH OTHER

The more acquainted that you are with your roommates, the better communication, connection, and empathy that you will have with each other. Take some time to review these questions and share with each other what you think.

- Introduce yourself: Name, Hometown, Major, Age (important for Alcohol policy), when do you turn 21?
- What are your hobbies, sports, or extracurricular activities? What do you like to do? What are you good at?
- What is your communication style of choice?
- This is my face when I am: angry, sad, excited, thinking, concerned, etc.
- My mood most of the time is...
- Do you have any personal habits or routines that your roommates should know about?
- What are you expecting from your roommates? What does your dream roommate do, or act like? What do you want from your roommates?
- What do you do to relax when you are stressed or under pressure?
- How will we know when you are in a bad mood? What can we do when you are in a bad mood?
- What are some things that annoy you? How do you deal with these things?
- Do you have any health concerns or issues that you want to disclose to your roommates?
- How do you usually approach conflict? Do you avoid? Do you confront immediately? Talk it out? Need space?

These are important things to consider as we continue with this document:

SECTION THREE: COMMUNICATION

The most critical piece of roommate relationships to learn about, understand, and come to an agreement on is how and when you choose to communicate. Take some time to answer these questions and think critically about yourself and your tendencies, and try to understand where your roommates' are coming from.

- When I communicate, I am...
- Do you gain energy from being with people or from when you are alone?
- Are you a verbal processor or more of an internal processor?
- When you get home, do you like to talk about your day or do you like to go to your room?
- When you get home, do you want your roommates to talk with you or do you want time before you talk with people?
- Are you comfortable with swear words?
- What kind of humor do you have?
- Do you like to make fun of your friends, joke, or tease people?
- How will we know when you are serious?
- How will we know when you are not serious?
- When you get mad, how will other people know?
- When you get mad at a person, how will they know?
- How did your family or guardians argue? When you get into an argument, what does it look like? Sound like?
- How do you like to resolve issues between people? Do you confront? Do you avoid others? Do you always compromise, or do you go your separate way?
- Are you stubborn?
- How can others calm you down?
- How do you know you are being listened to?
- How will you leave messages for each other? What can be in a message vs. what cannot be? What can be in a text or email, vs. what cannot be in a text or email?
- What can be posted online, vs. what cannot be posted online?

The Agreement on Communication

We agree to maintain and hold each other to the following:

SECTION FOUR: QUIET HOURS

We want your in-hall life to support your academic, social, and personal needs while staying in 318 Commons. It is likely each of you have different experiences with noise in your life, and thus, have different expectations regarding noise. Additionally, each of you have different things that you want to do while at home, studying, sleeping, socializing, etc. This section will have you talk about your expectations for when you apartment in quiet.

- When you are home, what do you want to do? Sleep, study, socialize? Why are these things important to you?
- Are you a loud or quiet person? How do you know?
- How do you cope with noise?
- What is an acceptable amount of noise to you?
- What constitutes a loud noise?
- When I go to bed, I like to have: complete silence, music or TV on, white noise, it doesn't matter, etc.
- When I go to bed, I want the light level to be: all lights off, some lights off, it doesn't matter, etc.
- If I am in bed, and my roommates are awake, I want...
- What are times that you expect the room to be loud, quiet, and silent while living here?
- What are hours that you can all agree upon to be loud, quiet, and silent while living here?

The Agreement on Quiet Hours

We agree to maintain and hold each other to the following:

SECTION FIVE: VISITORS AND GUESTS

Your apartment space can serve as a place to relax and get away from it all, but it can also serve as a place for you to socialize, put on parties, or have group dinners. Creating rules for who can be in your apartment, when, how long they can stay, and what they can do is important to clarify before you have your first guest visit. **REMEMBER: we uphold a resident's right to NOT have guests over the right to have guests.**

- Can guests visit for meals?
- Is advance notice needed for guests? How far in advance? How will you communicate this?
- Are you comfortable with persons of the opposite sex visiting?
- Are you comfortable with guests staying overnight?
- How long can a guest stay with you? 1 night, 2 nights, 3 nights, etc?
- What can a guest use while here? Showers? Toilet? Food, kitchen, TVs, etc?
- What about parents or guardians? Siblings and/or significant others?
- What is off-limits to guests?
- How do you expect each other to behave to guests? What kind of interactions do you want your roommates to have with your guests?
- What times of the year or times of the day can guests visit? Do you want them to avoid test weeks? Major holidays?
- How will you let guests know, or each other know, when a guest is getting on your nerves or not allowed to be in the apartment anymore. What happens when a guest needs to be removed from the building?

The Agreement on Visitors and Guests

We agree to maintain and hold each other to the following:

SECTION SIX: CLEANING

In this section, you will create a list of cleaning tasks to be completed, and assign these tasks on a schedule to be followed.

You are REQUIRED to create a cleaning schedule. Please think about the following questions when making cleaning rules for your apartment.

- What have you grown up with regarding cleanliness? How often did you clean, and what did you clean? How do you know when something is clean?
- Are you a stickler for cleaning
- **Cooking:** When you cook, do you clean up before you eat? After you eat? Or do you clean when this sink/dishwasher is full?
- **Bathrooms:** When and what do you clean in the bathroom?
- **Garbage:** How often do you want to take out the garbage? We recommend at least once a week.
- How do you store food? What do you refrigerate?
- What areas are VITAL to you to have cleaned? What can wait if time permits?
- How are you going to hold each other accountable if a task does not get done?

The Agreement on Cleaning

We agree to maintain and hold each other to the following:

SECTION SEVEN: COMMON AREA RULES

The living room, bathroom, kitchen, and hallways are all spaces that you will share over the course of the year. Setting standards for how and when you use these spaces, and take care of them is important. Take some time to talk through your ideas for your common spaces in the apartment.

- What temperature do you like in your apartment? What can you agree upon for the thermostat?
- How late can people be in the commons spaces making noise or watching TV?
- When and how do we decide to use the common spaces for studying or socializing?
- How do we decide what to watch on TV?
- Do you have any time limits on using the kitchen or showering? Is there a schedule/system for who can shower or use the bathroom in the morning or night?
- Any other guidelines for the common areas?

The Agreement on Visitors and Common Area Rules

We agree to maintain and hold each other to the following:

SECTION EIGHT: PERSONAL POSSESSIONS AND SHARING

Sharing the apartment spaces is mandatory, but sharing your personal belongings and food is a whole different story. What are you willing to share while living with your roommates?

- What items are you bringing to share so that other roommates do not have to bring it?
- How is the cabinet space going to be divided/shared?
- How is the refrigerator space going to be divided/shared?
- What items are you willing to share? Clothes, electronics, utensils?
- What food are you willing to share?
- Is there a purchasing plan/schedule for common use items or food?
- Is it ok to use each other's bathroom supplies (soap, shampoo, body wash, etc.)?
- When sharing, what does care and respect for your shared items look like to you?
- What is off-limits? What should not be touched?
- What limits do you have on your personal bedroom space?
- When guests visit, what can they use or not use?

The Agreement on Sharing

We agree to maintain and hold each other to the following:

SECTION NINE: ALCOHOL AND DRUGS

The Office of Residential Life has strict guidelines surrounding drugs and alcohol. This being said, each person has different viewpoints and experiences surrounding alcohol and drug use. This area is designed for you to talk about your viewpoints, with respect to the “elephant in the room” regarding alcohol and drugs in the college setting.

- Are you 21? Do you know the ORL rules surrounding your rights and limitations regarding alcohol?
- What is your personal background and bias with alcohol and drugs? What is your viewpoint?
- Do you feel pressure to drink alcohol or use drugs in college? Why?
- Does, or did, your social group use drugs or alcohol while socializing? What impact has this had on you?
- What do you expect of your roommates, and of your apartment space, regarding drug and alcohol use?

The Agreement on Alcohol and Drugs

We agree to maintain and hold each other to the following:

SECTION TEN: SECURITY OF THE APARTMENT

318 Commons has a great deal of natural and designed security elements in place to protect the occupants of the building. Unless residents/roommates allow it, it is very difficult for persons to gain entry into your apartment. In this section, please discuss your viewpoints regarding safety and security, and what you can all do to help each other feel safe.

- What do you need to feel safe in your home?
- Are you currently safe in this space? If not, what factors are impacting your safety?
- Why is it important for you to feel safe in your home?
- Do you want the apartment door open while you are around, or always closed?
- Will everyone lock their bedroom doors?
- How can your roommates help you feel safe in your apartment? What can they do and what practices should they follow to secure your environment?
- Are there any people in your life that you want your roommates help in avoiding or keeping out of your apartment?

The Agreement on Security of the Apartment

We agree to maintain and hold each other to the following:

SECTION ELEVEN: OTHER

Other items of importance, additional rules or guidelines that we want addressed are:

AGREEMENT

We, as roommate in apartment _____, enter into this agreement fully intending to work cooperatively and to discuss our concerns or issues that may arise. We understand that communication and understanding another person is critical resolving issues, and will do our best to communicate effectively so that we are understood, and so that we understand others. Should we encounter an issue that we are not able to resolve on our own, we will involve our Resident Assistant/Community Assistant to assist us in re-negotiating our Apartment Agreement. We understand that this document is open to being changed with the consent of all roommates.

Roommate #1 Signature

Printed Name

Date

Roommate #2 Signature

Printed Name

Date

Roommate #3 Signature

Printed Name

Date

Roommate #4 Signature

Printed Name

Date

Resident Assistant/Community Assistant Printed Name

Date