

# Roommate Agreement

Establishing an effective roommate relationship is one of the keys to a successful year in the University residence halls, and it is a process that takes effort. This agreement is not meant to be a comprehensive guide to roommate relationships, but rather a place to start the conversation and to build a solid foundation.

Many people, who are new to each other, will assume that they know how someone feels, thinks, or how they view the world based upon their own experience. Honest communication is the most important factor in building good relationships, and being honest in the discussion of this document is critical. Hiding your thoughts, and not sharing will result in your disappointment and dissatisfaction later on.

Work with your staff member, be honest, and come to an agreement with your roommates. This roommate agreement is designed to promote discussion and a shared understanding of the standards that you commit to as a roommate group.

Each member of a particular living space will participate in the completion of this form. If a roommate change occurs, you and your new roommate(s) will develop an amended or new agreement. You will have your 1st meeting during the first two weeks of the semester and your follow up 2<sup>nd</sup> meeting within the first six weeks of the semester. Remember to keep a copy to refer back as needed.

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Living Space Number:

Building:

Date of 1<sup>st</sup> Meeting:

Date of 2<sup>nd</sup> Meeting:

Roommate #1:

Roommate #2:

Roommate #3:

Roommate #4:

ORL Staff Member Facilitating:

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## SECTION 1: ROOMMATE RIGHTS

Each person living in the residence halls has rights to a quality of living that should not be impeded or violated. Ensure that the standards that you set for your living space guarantees your rights, and the rights of those living with you. Initial your understanding and acceptance of these rights below.

- The right to be free from intimidation, physical, or emotional harm
- The right to reasonable privacy in one's own bedroom or restroom facilities
- The right to have personal information shared in the living space kept private
- The right to live in a clean environment
- The right to have all roommates ensure the security of the living space
- The right to have respect shown to one's personal belongings
- The right to free access to common areas of the apartment
- The right to speak openly and respectfully about conflicts and concerns
- The right to a living environment free of undue noise or disturbance
- The right to expect roommates and their guests to adhere to the ORL Housing Contract, Policies, and Procedures

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

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**SECTION 2: ROOMMATE INFORMATION**

As a reminder, none of the information shared in this section should be talked about outside of those present without permission. Respect people's privacy to encourage honesty. Answers these questions as honestly as you can to inform the context of the remaining questions/sections.

Roommate #1:	Roommate #2:	Roommate #3:	Roommate #4:
My gender pronouns are:	My gender pronouns are:	My gender pronouns are:	My gender pronouns are:
I am from:	I am from:	I am from:	I am from:
My age is:	My age is:	My age is:	My age is:
My hobbies/sports/interests are:	My hobbies/sports/interests are:	My hobbies/sports/interests are:	My hobbies/sports/interests are:
My major/career goals are:	My major/career goals are:	My major/career goals are:	My major/career goals are:
My mood most of the time is:	My mood most of the time is:	My mood most of the time is:	My mood most of the time is:
I have shared a bedroom before (yes/no):	I have shared a bedroom before (yes/no):	I have shared a bedroom before (yes/no):	I have shared a bedroom before (yes/no):
I have the following dietary restrictions and/or allergies, and this is what I need:	I have the following dietary restrictions and/or allergies, and this is what I need:	I have the following dietary restrictions and/or allergies, and this is what I need:	I have the following dietary restrictions and/or allergies, and this is what I need:

Something that will usually cheer me up is:	Something that will usually cheer me up is:	Something that will usually cheer me up is:	Something that will usually cheer me up is:
My idea of relaxation after being tense is:	My idea of relaxation after being tense is:	My idea of relaxation after being tense is:	My idea of relaxation after being tense is:
If you want to socialize with me, please:	If you want to socialize with me, please:	If you want to socialize with me, please:	If you want to socialize with me, please:
I plan to be involved in the following activities this year:	I plan to be involved in the following activities this year:	I plan to be involved in the following activities this year:	I plan to be involved in the following activities this year:
Something I am afraid of about college is:	Something I am afraid of about college is:	Something I am afraid of about college is:	Something I am afraid of about college is:
Something I am afraid about living with others is:	Something I am afraid about living with others is:	Something I am afraid about living with others is:	Something I am afraid about living with others is:
Something I am excited about college is:	Something I am excited about college is:	Something I am excited about college is:	Something I am excited about college is:
Something I am excited about living with others is:	Something I am excited about living with others is:	Something I am excited about living with others is:	Something I am excited about living with others is:
What I need out of roommates is:	What I need out of roommates is:	What I need out of roommates is:	What I need out of roommates is:
What I want out of a roommate relationship is:	What I want out of a roommate relationship is:	What I want out of a roommate relationship is:	What I want out of a roommate relationship is:

I have a job (yes/no) and it will affect my time in the room by:	I have a job (yes/no) and it will affect my time in the room by:	I have a job (yes/no) and it will affect my time in the room by:	I have a job (yes/no) and it will affect my time in the room by:
My meal schedule and routine looks like:	My meal schedule and routine looks like:	My meal schedule and routine looks like:	My meal schedule and routine looks like:
My parents/guardians approach to conflict has been or I have been taught these approaches to conflict:	My parents/guardians approach to conflict has been or I have been taught these approaches to conflict:	My parents/guardians approach to conflict has been or I have been taught these approaches to conflict:	My parents/guardians approach to conflict has been or I have been taught these approaches to conflict:
How important are religious/spiritual beliefs to you:	How important are religious/spiritual beliefs to you:	How important are religious/spiritual beliefs to you:	How important are religious/spiritual beliefs to you:
How important are political beliefs to you:	How important are political beliefs to you:	How important are political beliefs to you:	How important are political beliefs to you:
Does the smell of cigarettes or vaping offend you:	Does the smell of cigarettes or vaping offend you:	Does the smell of cigarettes or vaping offend you:	Does the smell of cigarettes or vaping offend you:
What is your comfort level with the human body (own body, accidental nakedness, bodily functions, public displays of affection, etc.). While these series of questions are usually uncomfortable, living with others in close proximity makes some of these issues unavoidable.	What is your comfort level with the human body (own body, accidental nakedness, bodily functions, public displays of affection, etc.). While these series of questions are usually uncomfortable, living with others in close proximity makes some of these issues unavoidable.	What is your comfort level with the human body (own body, accidental nakedness, bodily functions, public displays of affection, etc.). While these series of questions are usually uncomfortable, living with others in close proximity makes some of these issues unavoidable.	What is your comfort level with the human body (own body, accidental nakedness, bodily functions, public displays of affection, etc.). While these series of questions are usually uncomfortable, living with others in close proximity makes some of these issues unavoidable.

Something else I want you to know is:	Something else I want you to know is:	Something else I want you to know is:	Something else I want you to know is:

In this section, please share your own definitions of what each of these words mean to you with your past experience. Then, create a definition together for each term and document it below.

Our definition of QUIET is:

Our definition of PRIVACY is:

Our definition of OFFENSIVE LANGUAGE (in person, movies, music) is:

The information shared in this section can get personal and requires vulnerability. Honesty in answering is foundational to getting to know who you are going to live with and how to create an effective and positive live-in experience. Please initial below to confirm your understanding that this information is private and should not be shared opening outside of this meeting or document.

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

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**SECTION 3: COMMUNICATION**

In this section, describe how you will communicate with each other on a daily basis. Initial your understanding and acceptance of these guidelines below.

Roommate #1:	Roommate #2:	Roommate #3:	Roommate #4:
When entering the apartment, I want to talk about my day and socialize with my roommates (Y/N):	When entering the apartment, I want to talk about my day and socialize with my roommates (Y/N):	When entering the apartment, I want to talk about my day and socialize with my roommates (Y/N):	When entering the apartment, I want to talk about my day and socialize with my roommates (Y/N):
My first reaction when mad is:	My first reaction when mad is:	My first reaction when mad is:	My first reaction when mad is:
My first reaction when sad is:	My first reaction when sad is:	My first reaction when sad is:	My first reaction when sad is:
If I am mad, I need to (talk about it, be left alone until I am ready, etc.):	If I am mad, I need to (talk about it, be left alone until I am ready, etc.):	If I am mad, I need to (talk about it, be left alone until I am ready, etc.):	If I am mad, I need to (talk about it, be left alone until I am ready, etc.):
If I am sad, I need to (talk about it, be left alone until I am ready, etc.):	If I am sad, I need to (talk about it, be left alone until I am ready, etc.):	If I am sad, I need to (talk about it, be left alone until I am ready, etc.):	If I am sad, I need to (talk about it, be left alone until I am ready, etc.):
I will let you know if I have a concern by:	I will let you know if I have a concern by:	I will let you know if I have a concern by:	I will let you know if I have a concern by:
I will let you know if I am upset with you by:	I will let you know if I am upset with you by:	I will let you know if I am upset with you by:	I will let you know if I am upset with you by:

If you have a concern or are upset with me, please let me know by:	If you have a concern or are upset with me, please let me know by:	If you have a concern or are upset with me, please let me know by:	If you have a concern or are upset with me, please let me know by:
I do not like it when others communicate concerns with me by:	I do not like it when others communicate concerns with me by:	I do not like it when others communicate concerns with me by:	I do not like it when others communicate concerns with me by:
I do not appreciate the following language or terms being used:	I do not appreciate the following language or terms being used:	I do not appreciate the following language or terms being used:	I do not appreciate the following language or terms being used:
If I leave suddenly, or have an emergency, I will communicate this by:	If I leave suddenly, or have an emergency, I will communicate this by:	If I leave suddenly, or have an emergency, I will communicate this by:	If I leave suddenly, or have an emergency, I will communicate this by:

Please answer the following question and create guidelines for your living space.

Describe what can be communicated for each of the following methods of communication (i.e., conflicts using face-to-face, or guest coming over via text, etc.).

Face to face:

Phone/voice call conversation

Text/group text:

Notes left in apartment:

Describe your rules around competition (achievements, good grades, social situations) and whether or not you want school, etc. being discussed in your apartment. Does bragging inspire your group, or is it best left unsaid?

In this section, please describe how you will address each other in the event that one of you does not follow this agreement.

If one of us does not follow this agreement, we will:

Remember, your voice is powerful and allowing others (parents, friends, etc.) to advocate for you in a conflict does not mean that the conflict is resolved. You are your own best advocate in these situations. Please note that the best way to resolve a conflict is by speaking face to face. Notes on white boards, social media, texting, emails, delivery by friends etc. are not recommended means to resolve a conflict. Please fill out the following section with methods on how you will approach conflict with others in your living space.

If we have conflicts with each other, we will:

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial

**SECTION 4: USE OF THE ROOM**

Below are questions to help you define the use of your living space common areas. Being transparent about your routine and sticking to it will help your living space run in an orderly fashion. Initial your understanding and acceptance of these guidelines below.

Roommate #1:	Roommate #2:	Roommate #3:	Roommate #4:
My first class of the date is:	My first class of the date is:	My first class of the date is:	My first class of the date is:
My work schedule starts at:	My work schedule starts at:	My work schedule starts at:	My work schedule starts at:
My latest class gets out at:	My latest class gets out at:	My latest class gets out at:	My latest class gets out at:
My work schedule goes until:	My work schedule goes until:	My work schedule goes until:	My work schedule goes until:
The earliest I want to get up is at:	The earliest I want to get up is at:	The earliest I want to get up is at:	The earliest I want to get up is at:
I want to start winding down my day and relaxing by:	I want to start winding down my day and relaxing by:	I want to start winding down my day and relaxing by:	I want to start winding down my day and relaxing by:
The latest I want to go to sleep is at:	The latest I want to go to sleep is at:	The latest I want to go to sleep is at:	The latest I want to go to sleep is at:
I need to get ready for the day by:	I need to get ready for the day by:	I need to get ready for the day by:	I need to get ready for the day by:

The following section outlines the guidelines you will set for your living space. Come to an agreement about your limitations together.

Our living space temperature will be set between:	
Our common room windows will be (open/closed):	
Our living space front door will be (closed, can be propped open, etc.):	
Apartment furniture can be rearranged if:	

Our apartment will be used primarily for (sleeping, study, socialization, etc.):	
If you need to study, you should (stay in bedroom, go to study spaces outside of living area, use the living area, etc.):	
Ideal study hours in our living space are:	
Ideal socializing hours for our in our living space are:	
Ideal guest visitation hours are:	
Phone conversations can be made the living space between the hours of:	
TV/music or other loud noises can be played between the hours of:	
Sleeping hours for the apartment are between:	
Waking up times for the apartment are between:	
Our shower/bathroom use schedule is:	

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

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**SECTION 5: PERSONAL POSSESSIONS AND SHARING**

Living with others means sharing with others, but the extent to which you share, and how one should use or treat what is shared should be discussed before it happens. Initial your understanding and acceptance of these guidelines below.

The following items can be used by others (clothes, electronics, utensils, etc.):	
The following items may be used with permission only (include how you will gain permission):	
Proper care and use of these items needs to be:	
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The following items may never be used or touched at all:	
<hr/>	
The following food/bathroom/consumables will be available for common use (soap, toilet paper, hygiene products, cleaning supplies, etc.):	
We will resupply these common use items by:	
<hr/>	
We will split up refrigerator, cabinet, and storage space in our common areas by the following method:	
Other sharing topics to address are:	

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

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**SECTION 6: COMMON AREA CLEANING**

Begin this section by defining what clean means to you in your past experience at home. Once you learn how each other determine what clean looks like, you can start to develop rules and practices for your living space. **REMEMBER: It is a resident's right to live in a clean environment, and ORL staff will be inspecting rooms for cleanliness on a periodic basis. If your living space is deemed a cleanliness issue or hazard by ORL staff, you could be required to clean your space, or have a professional service to clean your space for you and be billed for the service.** Initial your understanding and acceptance of these guidelines below.

Our shared definition of clean is:
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In the box below, agree upon your method for cleaning up after cooking. Are you going to clean up immediately before eating, immediately after eating, later after eating, when dishes pile up, etc.?

Our method for cleaning up after cooking is:
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For each item below, describe how you will regularly keep this area clean. Describe your daily, weekly, and regular practices, who will clean it (whose job is it), and how (chemicals or methods) you will clean it.

Flooring	
Windows/Blinds	
Seating (chairs stools, etc.)	
Tables (coffee, end, etc.)	
Kitchen countertops	
Kitchen Sink	
Kitchen Disposal	
Kitchen Dishwasher	
Kitchen Oven	
Kitchen Stove	
Kitchen Refrigerator	

Kitchen Cabinets	
Kitchen Garbage/Recycling	
Kitchen Dishes	
Clothes Washer and Dryer	
Bathroom Vanity	
Bathroom Toilet	
Bathroom Cabinets	
Bathroom Shower	
Bathroom Garbage/Recycling	

In this section, clarify your expectations or cleaning. Will there be a schedule to follow, a calendar, a cleaning day where you clean together? Elaborate specifically on how you will address the cleaning needs above in an equitable and fair fashion.

Our method for cleaning the entire living space will be:

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

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**SECTION 7: GUEST VISITATION**

Your living space can serve as a place to relax and get away from it all but it can also be a place to socialize. Creating guidelines for who can be in your space, when, how long they can stay, and what they can and cannot do is important to clarify before you have your first guest.

**REMEMBER: ORL reserves the right to remove your guests at any time, and it is the right to NOT have guests over the right to have guests.**

**REMINDER: hosts are responsible for their guests' behavior and actions while in the residence hall. Hosts will be found responsible for any violation of policy and procedure.**

Educate your guests about the rules of your apartment before they come over. Initial your understanding and acceptance of these guidelines below.

When are guests allowed to come over (specify time of day in general):	
Guests of the opposite gender are:	
Overnight guests of the opposite gender are:	
Parent/Guardian/Family guests are:	
Advanced notice for a guest visit will be communicated (method and how much time for warning):	
Advanced notice for overnight guests will be communicated (method, how much time for warning, and approval method):	
Overnight guests can stay a maximum of (specify amount of time):	
Guests may use the following spaces (bedrooms? showers? toilets? kitchen? etc.):	
Guests may use the following shared items/food (tv, computers, supplies, food):	
Guests must display the following behaviors or be removed:	
Guests must avoid visiting during the following	

dates/times/weeks (test weeks, days of the week, etc.):	
The following are off-limits to guests:	
If we want a guest to leave, this is how we will communicate it to the host, and this is how the host will respond:	
The following people are not allowed entry to our living space under any circumstance:	

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

**SECTION 8: SHARED BEDROOMS**

If your apartment features a shared bedroom, have your roommate pairs complete the sections below. Initial your understanding and acceptance of these guidelines below.

Bedroom Pair #1			
Question	Guideline	Roommate #1 Initial	Roommate #2 Initial
Our bedroom door should be kept (locked, open, etc.):			
We define a clean bedroom as:			
We will clean our bedroom by (define frequency and methods):			
The following items can be shared without asking:			
The following items can be shared with asking:			
The following items may never be touched or used:			
We will split up the cabinet/storage space by (describe method):			
Our bedroom is primarily used for (sleeping, studying, socializing, etc.):			
Other roommates or guests can be in our room (Y/N) (also describe frequency and limitations on privileges):			
Our bedroom window must be (open/closed):			
We will have quiet hours in our bedroom between:			
We will have sleeping hours in our room between:			
At nighttime, there can be light (Y/N):			
At nighttime, there can be noise (white noise, TV, etc.) (Y/N):			
We will swap beds on (date):			
If we have a concern or conflict in with each other we will:			

Bedroom Pair #2			
Question	Guideline	Roommate #1 Initial	Roommate #2 Initial
Our bedroom door should be kept (locked, open, etc.):			
We define a clean bedroom as:			
We will clean our bedroom by (define frequency and methods):			
The following items can be shared without asking:			
The following items can be shared with asking:			
The following items may never be touched or used:			
We will split up the cabinet/storage space by (describe method):			
Our bedroom is primarily used for (sleeping, studying, socializing, etc.):			
Other roommates or guests can be in our room (Y/N) (also describe frequency and limitations on privileges):			
Our bedroom window must be (open/closed):			
We will have quiet hours in our bedroom between:			
We will have sleeping hours in our room between:			
At nighttime, there can be light (Y/N):			
At nighttime, there can be noise (white noise, TV, etc.) (Y/N):			
We will swap beds on (date):			
If we have a concern or conflict in with each other we will:			

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

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**SECTION 9: ORL POLICIES AND PROCEDURES**

We require roommate groups to create guidelines for their apartment behavior and use so that you gain experience on setting standards for your conduct, and can begin to understand the complexity of living with others in a dynamic environment. We encourage you to set these standards, to reflect upon their efficacy, and to change them as you learn more over the course of the academic year. While you are able to set your own standards for your apartment, this does not release residents from the responsibilities and requirements set by the ORL Policies and Procedures, which you all agreed to follow by signing the contract.

We know that individual choices around substance use may cause roommate conflict; particularly around the storage, use, and inconsiderate behaviors and results of substance use. Keeping in mind ORL Policy and Procedure, and state and local laws, we encourage you to have an honest conversation with your roommates about your expectations and behaviors in shared spaces related to substance use matters. Being under the influence of substances is no excuse for poor behavior towards your roommates, or for creating unsafe situations in your living spaces (the entirety of UMR Housing). Please know that ORL staff will document all substance use violations which we observe and that all roommates can be held responsible for policy violations in shared spaces.

Beyond substance use, we recommend you to read over and understand the remaining policies and procedures that you are required to follow, and understand the consequences of violations of these requirements. You may observe the ORL Policies and Procedures on the UMR website at any time. If you need help locating these documents, please inform an ORL staff member.

Initial your understanding and acceptance of these guidelines below.

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

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**SECTION 10: ADDITIONAL COMMENTS**

Use this space for any additional comments or topics that were not otherwise covered in this worksheet and suggest how you will address them. You may use this space to add comments about any previous section that you have already discussed. Initial your understanding and acceptance of these guidelines below.

You have had the chance to learn about each other's lifestyles and to establish guidelines blend your experiences, needs, and should promote a positive living experience. If issues do occur, you should make every effort to solve the problems between each other using these guidelines that you have established. If you cannot settle these issues using this agreement, utilize your ORL staff member as a resource to assist.

Roommate #1 initial:

Roommate #2 initial:

Roommate #3 initial:

Roommate #4 initial:

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**SECTION 11: CONCLUSION AND AGREEMENT**

We, assigned to the same living space, enter into this agreement in good faith. We have been fully honest with our perspectives, needs, wants, and intend to abide by the guidelines we have outlined. We agree to be flexible, to communicate, to engage in respectful conflict and listening, and will do our best to make this living environment a positive one while in the residence halls. We know that we can revisit and update our Roommate Agreement at any time in the presence of an ORL staff member.

Resident (Print Name)	Signature	Date

ORL Staff Facilitating (Print Name)	Signature	Date