

# Roommate Agreement

## Townhouse Residence

**Purpose:** It may be the first time you have lived away from home with anyone other than your family. It can be a scary feeling when you first move into residence and realize that you know little or nothing about your roommates. Living with roommates is a great experience but not without the chance for conflicts to occur. The roommate agreement is designed to help you learn a bit more about each other and establish some expectations, while also fostering respect, accountability, and open communication. The agreement is amendable, and you can adjust expectations and standards as needed so long as everyone agrees. It is important that all roommates complete the agreement together, in person. Your Don will check in with you the week of **September 8, 2025**, to ensure it has been completed. If you have any challenges, concerns, or questions while completing this, please reach out to your Don.

Residence:

Unit Number:

Date:

### Roommate 1

Name:

Phone/Email:

### Roommate 2

Name:

Phone/Email:

### Roommate 3

Name:

Phone/Email:

**Roommate 4**

Name:

Phone/Email:

**Roommate 5 (if applicable)**

Name:

Phone/Email:

**1. Shared Spaces & Responsibilities**

How do each of us define “clean” (i.e. floors vacuumed, counters wiped, dishes washed and put away, etc.)?

Roommate 1:

Roommate 2:

Roommate 3:

Roommate 4:

Roommate 5:

**Shared/Common Areas Include:**

Kitchen, Living Room, Bathrooms, Hallways, Entryway/Vestibule, and Storage Area

**Cleaning & Maintenance Responsibilities:**

We agree to regularly clean and maintain shared spaces.

**Cleaning Frequency:**

Weekly (recommended for optimal cleanliness)

Bi-weekly

**Rotation Plan or Task Division:**

Will we share any items (i.e. toilet paper, cleaning supplies, tissues, paper towel, dish soap, hand soap)?

Yes    No

If yes, how will we share costs?

Split costs evenly

Rotate buying responsibilities

Other:

## 2. Kitchen Expectations

- Clean up after yourself, which includes putting away food and washing dishes immediately after cooking or eating to avoid rotting food, insects and odours.
- Storage space and fridge space is divided evenly.
- Do not take others' food without permission.
- Shared appliance use must be respectful and timely.

Other expectations not listed above:

### 3. Bathroom Expectations

- Clean up after yourself.

#### Personal Items

- Personal items (e.g. toothbrush, shampoo, razors) must be:
  - Stored in designated personal areas in the bathroom
  - Removed after each use
- No borrowing of personal items without permission.

#### Usage Time

- During peak hours (e.g., mornings before class/work), residents agree to limit bathroom use to                    minutes
- Who prefers to shower in the morning?
  
- Who prefers to shower at night?
  
- Do we want to establish a shower schedule?
  - Yes
  - No
- If yes, create a shower schedule here:

- Schedule conflicts will be addressed through communication and compromise

#### Privacy and Respect

- Knock before entering if the door is closed.

## 4. Noise and Quiet Hours

We agree to maintain a respectful noise level at all times and especially during:

### Residence Quiet Hours:

Sunday to Thursday: 11 p.m. – 8 a.m.

Friday & Saturday: 1 a.m. – 8 a.m.

### Noise & Music:

Agreed-upon volume level:

Headphones required after: \_\_\_\_\_ p.m.

## 5. Guests and Visitors

In accordance with residence policy:

- All guests must be signed in as per university protocol.

How frequently are guests allowed?

How will we notify each other that guests are coming over?

Group Chat    Verbal Heads-Up    Posted Calendar    Other:

How far in advance will we notify each other that guests are coming over?

## 6. Personal Space & Boundaries

- Respect for each resident's bedroom, belongings, and privacy is expected at all times.
- No entry into another's room without permission.

Other expectations not listed above:

## 7. Substance Storage

We agree that:

Alcohol:

Can be visible    Must be put away    Not Applicable (Substance Free Community)

Cannabis/Vape/Cigarettes:

Can be visible    Must be put away

Not Applicable (Substance Free/Cannabis Free Community)

## 8. Communication & Conflict Resolution

If issues arise, roommates agree to:

Speak directly to each other as promptly as possible

Involve a Don if issues are unresolved after addressing with each other first

How do you prefer to communicate with each other when there is a concern?

Roommate 1:

Roommate 2:

Roommate 3:

Roommate 4:

Roommate 5:

## 9. Illness Protocols

Notify roommates when sick:    Yes    No

Masking when ill:    Expected    Not expected

Visitors during illness:    Allowed    Not allowed

## 10. Damage and Maintenance

- Any facilities concerns or damage will be reported immediately to the respective Service Desk by whoever noticed the damage first

## 11. Other Agreements / Special Considerations

## 12. Signatures

We agree to the terms outlined in this agreement and will communicate respectfully to resolve issues that may arise.

### Roommate 1

Signature:

Date:

### Roommate 2

Signature:

Date:

### Roommate 3

Signature:

Date:

### Roommate 4

Signature:

Date:

**Roommate 5 (if applicable)**

Signature:

Date:

**Don**

Printed Name:

Signature:

Date:

**For Village Double roommates, please also complete the following together:**

Residence:

Room Number:

Date:

**Roommate D1**

Name:

Phone/Email:

**Roommate D2**

Name:

Phone/Email:

**1. Personal Habits**

**Sleep Schedule:**

Preferred quiet hours in bedroom:

Lights out time:

Lights on time:

**Cleaning Responsibilities:**

How do each of us define “clean”?

Roommate D1:

Roommate D2:

Shared duties include (i.e. vacuuming/sweeping, wiping down surfaces, tidying, etc.):

Frequency of cleaning:

**Guests & Visitation:**

Advance notice required?    Yes    No

If yes, how far in advance?

Time limitations:

Overnight guests:    Allowed with notice    Not allowed

**Noise & Music:**

Agreed-upon volume level:

Headphones required after:

**Substance Storage:**

We agree that:

Alcohol:

Can be visible    Must be put away    Not Applicable (Substance Free Community)

Cannabis/Vape/Cigarettes:

Can be visible    Must be put away

Not Applicable (Substance Free/Cannabis Free Community)

**Temperature:**

Thermostats need to be set between 20 - 23 °C to avoid chargeable damage to the heating and cooling system.

What temperature do we agree to keep the unit?

*Ensure you revisit as the outside temperature changes.*

## 2. Shared Belongings

Items that may be shared:

Items that are off-limits:

## 3. Communication & Conflict Resolution

If issues arise, roommates agree to:

Speak directly to each other as promptly as possible

Involve a Don if issues are unresolved after addressing with each other first

How do you prefer to communicate with each other when there is a concern?

Roommate D1:

Roommate D2:

## 4. Privacy & Personal Space

Roommates agree to respect each other's space, including:

- Not touching or using personal belongings without permission.
- Providing privacy when requested (within reason).
- Locking the door when leaving if all are out (where applicable).

## 5. Illness Protocols

Notify roommates when sick:    Yes    No

Masking when ill:    Expected    Not expected

Visitors during illness:    Allowed    Not allowed

## 6. Other Agreements / Special Considerations

## 7. Signatures

We agree to the terms outlined in this agreement and will communicate respectfully to resolve issues that may arise.

### Roommate D1

Signature:

Date:

### Roommate D2

Signature:

Date:

### Don

Printed Name:

Signature:

Date: