

Roommate Agreement: *Apartments & Suites*

THIS IS A TEMPLATE, PLEASE MAKE A COPY FOR COMPLETING AGREEMENT

SHRL Community Standards

Instructions: To support a positive and successful on-campus living experience, roommates should establish clear boundaries through open and intentional communication. This document serves as a living agreement that can be revisited and updated at any time to address concerns as they arise, with mutual consent from all roommates.

- **Step 1:** Complete the roommate agreement together as a unit.
- **Step 2:** Your Resident Advisor (RA) will schedule a meeting with you and your roommates to discuss and finalize the agreement.
- **Step 3:** Revisit the agreement throughout the year and whenever a new roommate joins to ensure expectations remain clear and accurate.
- **Step 4:** Contact your RA if you need additional support resolving roommate concerns.

For RAs: please use [this document as a policy support guide](#) throughout roommate agreement meetings and mediations.

Community:	Promontory
Room/Unit Number:	
RA Facilitating	
R1 Name:	R1 Pronouns:
R2 Name:	R2 Pronouns:
R3 Name:	R3 Pronouns:
R4 Name:	R4 Pronouns:
R5 Name:	R5 Pronouns:
R6 Name:	R6 Pronouns:

Cleanliness & Hygiene:	
What does "clean" mean to you, and how will we maintain it (dishes, laundry, trash, etc.)?	Roommate 1: Roommate 2: Roommate 3: Roommate 4: Roommate 5: Roommate 6: Collective Definition:
Which spaces are personal, and which are shared?	
Are there any chores or upkeep we expect to maintain a comfortable	

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living space?	
How will we share chore responsibilities?	
How long are dishes allowed in the sink?	
What are our expectations for dirty laundry?	
How long is laundry allowed to "sit" in the washer or dryer? (Promontory)	
How do you determine who gets to use the laundry machines and when? (Promontory)	
Common Spaces:	
How will the bathrooms be shared?	R1: R2: R3: R4: R5: R6:
How will we share the kitchen space (cabinets, refrigerator, etc.)?	R1: R2: R3: R4: R5: R6:
How will we share any other common spaces?	R1: R2: R3: R4: R5: R6:
How will expenses for communal supplies be divided? (personal appliances or furniture)	R1: R2: R3: R4: R5: R6:
What are the expectations for intimacy (including self-pleasure)	R1: R2:

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in shared spaces (bedroom and commons spaces)?	R3: R4: R5: R6:
Guests:	
When are guests and visitors welcome in your unit during weekdays? During weekends?	
What notice is needed for daytime guests? Overnight Guests?	
What are the expectations for intimacy in the room with guests/visitors?	
Gatherings:	
Are we comfortable hosting gatherings in our unit?	
How will we communicate planning and approval of gatherings?	
How will we ensure we are all responsibly following community standards during gatherings?	
Noise:	
What are our expectations for noise levels and quiet times, and how will we ask each other to lower volume? When should headphones be used?	
What are the guidelines for calls (volume, speaker use, video, and times they should be taken outside the room)?	
What are the expectations for TV and gaming (where, when, and volume)?	

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Personal information sharing:	
Phone numbers? Do we want to share?	R1: R2: R3: R4:
Emergency contacts? Are there expectations around contacting emergency contacts?	R1: R2: R3: R4:
Any allergies, fears, etc. to share for comfort and knowledge? (Food, pets, scents, cleaners, sprays, etc.)	R1: R2: R3: R4:
Are there any significant cultural practices or boundaries that should be known?	R1: R2: R3: R4:
How will we respect each other's personal and political beliefs?	R1: R2: R3: R4:
Safety:	
How will you ensure each other's physical and emotional safety?	R1: R2: R3: R4: R5: R6:
How will we ensure doors and windows are properly secured when you are in/out of the unit?	R1: R2: R3: R4: R5: R6:
Are there certain instances that make you feel unsafe that should be addressed?	R1: R2: R3: R4: R5: R6:

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Alcohol:	
What rooms can alcohol be stored in?	
What rooms can alcohol be consumed in?	
When can alcohol be used in the suite/apartment?	
Can guests consume alcohol or bring alcohol to the suite/apartment?	
Emotional Support Animals & Service Animals:	
Does anyone have an approved animal? (Emotional Support Animal or Service Animal)	R1: R2: R3: R4: R5: R6:
What are the expectations for cleaning up after the animal? (Including fur from shedding, litter, etc.).	
Where will the animal be allowed within the apartment?	
Sleeping Arrangements:	
Are you a light or heavy sleeper? (Consider expectations for noise after the first person goes to sleep)	R1: R2: R3: R4: R5: R6:
Early or late riser?	R1: R2: R3: R4: R5: R6:
Any preferences for the space while sleeping? (Examples: fan on,	R1: R2:

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lights on or off, mornings, window open, etc.)	R3: R4: R5: R6:
If you use an alarm, how can you use it in a way that is mindful of others?	R1: R2: R3: R4: R5: R6:
Around what time do people plan to go to sleep on weekdays? Weekends? How consistent are each of these times?	R1: R2: R3: R4: R5: R6:
Studying:	
What schedules do we want to be aware of?	R1: R2: R3: R4: R5: R6:
Can there be noise in the space while someone is studying?	R1: R2: R3: R4: R5: R6:
How will we determine who gets to use the room when someone wants to study and someone else wants to relax or socialize?	R1: R2: R3: R4: R5: R6:
Use of personal possessions:	
What personal items can and cannot be shared between roommates and guests/visitors?	R1: R2: R3: R4: R5: R6:

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How should we replace personal items if they are broken by someone else?	R1: R2: R3: R4: R5: R6:
How will we divide shared apartment expenses? (Toilet paper, paper towels, soap, etc.)	R1: R2: R3: R4: R5: R6:
Conflict Resolution:	
How will we communicate and resolve disagreements? When should we involve an RA or other campus resources?	R1: R2: R3: R4: R5: R6:
Other:	
Is there anything else you want to add that has not been addressed?	R1: R2: R3: R4: R5: R6:

Acknowledgement

I acknowledge that this agreement has been facilitated and dialogue has been engaged in to ensure our space is conducive to our needs at CSU Monterey Bay. I agree to uphold this agreement and recognize that, if this agreement is violated, it is subject to documentation via the Student Housing & Residential Life Community Standards process.

Roommate Name	Signature	Roommate Name	Signature

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