



CAL POLY
University Housing

ROOMMATE AGREEMENT

Welcome to your new home! The topics in this roommate agreement are designed to get you and your roommate(s) thinking and talking about living guidelines for the academic year. Establishing these guidelines will help you get to know each other and lay the groundwork for a healthy dialogue around topics that are important for successful roommate relationships. But the conversation shouldn't end here—while this isn't a contract, nor is it binding, this is a living document that should be revisited and updated regularly. For more roommate resources, visit www.housing.calpoly.edu/content/res_life/roommate-life.

Roommate 1: _____ Phone: _____ Email: _____

Emergency Contact: _____ Phone: _____ Email: _____

Roommate 2: _____ Phone: _____ Email: _____

Emergency Contact: _____ Phone: _____ Email: _____

Roommate 3: _____ Phone: _____ Email: _____

Emergency Contact: _____ Phone: _____ Email: _____

Roommate 4: _____ Phone: _____ Email: _____

Emergency Contact: _____ Phone: _____ Email: _____

COMMUNICATION

1. Our preferred method of contact is:

- Text
- Call
- Email
- Other (please specify): _____

2. We will respond to each other's messages:

- Within 12 hours
- Within 24 hours
- Within 48 hours
- Other (please specify): _____

3. If we need to have a challenging or uncomfortable conversation, we will:

- Have it right then and there
- Give each other some time to calm down or cool off before sitting down to talk
- Schedule a time to chat at least _____ hours or _____ days in advance
- Call in reinforcements (e.g., our RA or building CSD) to mediate
- Other (please specify): _____

ABSENCES

4. If we leave for the night or weekend, we will let each other know:

- Yes
- No
- Other (please specify): _____

SLEEPING

5. On weekdays (Monday-Friday), we will set aside the following hours for sleeping: _____

6. On weekends (Saturday-Sunday), we will set aside the following hours for sleeping: _____

7. During these hours, we will keep the room:

Dark

Quiet

Dark and quiet

Other (please specify): _____

Additionally, we agree upon these rules when one or more roommates are sleeping (you may want to consider addressing phone calls, music, desk lamps and lights, etc.):

STUDYING

8. On weekdays (Monday-Friday), a reasonable time for quiet studying in our room is:

Mornings

Afternoons

Evenings

Late nights

Other (please specify): _____

9. On weekends (Saturday-Sunday), a reasonable time for quiet studying in our room is:

- Mornings
- Afternoons
- Evenings
- Late nights
- Other (please specify): _____

10. When studying, the room should be:

- Silent
- Minimal background noise (e.g., low music or television) is OK
- Other (please specify): _____

Additionally, we agree upon these rules when one or more roommates are studying (you may want to consider addressing phone calls, music, desk lamps and lights, etc.):

SHARING

11. We're OK with sharing our possessions and supplies with each other:

- Never
- Sometimes—just remember to ask permission first
- Other (please specify): _____

12. The following items may be used by all roommates without securing permission in advance:

13. The following items will not be shared under any circumstances:

Additionally, we agree upon these rules for sharing (you may want to consider addressing specific items such as food or toiletries, whether using or lending beds when roommates are away is OK, lending items to other residents or friends, what will happen if something is broken or lost, etc.):

CLEANLINESS

14. We prefer that our room be kept:

- As neat and orderly as possible
- Somewhat neat and orderly, with the main focus on: _____
- Doesn't matter to us
- Other (please specify): _____

15. When cleaning our space, we will:

- Work together to keep things in order (circle one): Weekly Biweekly Monthly
- Divide and conquer—each roommate will worry about their own space and messes
- Other (please specify): _____

16. To us, cleaning includes (check all that apply):

- Emptying trash/recycling Removing stale, rotten, or smelly food from the refrigerator
- Putting away clothes/laundry/other items Vacuuming Dusting/wiping down surfaces
- Other (please specify): _____

Additionally, we agree upon these rules related to cleanliness and cleaning our space:

FRIENDS AND GUESTS

Please note: Overnight guests must be registered. Please refer to your RA/CSD or your handbook.

17. Friends and guests may come over (check all that apply):

- Any time
- With advance notice of _____ hours or _____ days
- During study hours
- During midterms/finals
- Other (please specify): _____

18. Friends and guests may stay the night:

- Any time during the week
- Only on weekends
- Never in the room
- Other (please specify): _____

Additionally, we agree upon these rules for guests (you may want to consider addressing frequency of visits, acceptable behaviors, PDA, intimacy, sex, etc.):

PRIVATE TIME

19. We're OK with giving each other time alone in the room (check all that apply):

- Any time
- Most of the time, with advance notice of _____ hours or _____ days
- Most of the time, except for: _____
- During study hours
- During midterms/finals
- Other (please specify): _____

Additionally, we agree upon these rules related to taking time alone in the room (you may want to consider addressing frequency of requesting time alone, how best to ask for time alone, how long roommates will be comfortable leaving the room, etc.):

COVID-19

20. Given the university's COVID-19 policy and county public health guidelines, the pandemic-related safety precautions we will take together include (check all that apply):

- Wearing masks indoors Wearing masks outdoors
- Regular handwashing, use of sanitizer, and other hygiene measures
- Minimizing the number of visitors we allow into our room
- Avoiding crowded environments, such as concerts or large parties
- Giving each other advance notice of planned travel
- Letting each other know if we find out we were exposed to someone who tested positive for the virus

- Letting each other know if we experience symptoms of the virus
- Getting tested if we find out we were exposed to someone who tested positive for the virus
- Getting tested if we experience symptoms of the virus
- Giving each other advance notice of planned travel
- Other (please specify): _____

Additionally, we agree upon these rules related to COVID-19 safety:

Please note:

1. Always let your roommate(s) know when you leave for an extended period of time. University Housing encourages you inform your roommate(s) and/or your RA/CSD when you plan to return. The Cal Poly Police Department is notified immediately when a student is missing.
2. Have a conversation on your views regarding alcohol and drugs. It is important to be familiar with the alcohol and drug policies on campus. Depending on the situation, roommates maybe held accountable for a policy violation in a room.

AFFIRMATION OF AGREEMENT

By signing this agreement, we agree to abide by the aforementioned terms and guidelines:

Roommate 1: _____

Roommate 2: _____

Roommate 3: _____

Roommate 4: _____

Date: _____ **Building:** _____ **Room/Apartment #:** _____