

HAWAII COLLEGE ROOMMATE AGREEMENT

Names: _____

Date completed: _____ Residential Building: _____ Room #: _____

Instructions: Use the questions on this page to guide your discussions on how you will live together. If you discuss situations not on this form, document them as well. Residential Services will not collect this form. It is your responsibility to keep it in a safe place so that you can refer to it throughout the year or provide a copy of it to your RA should you need roommate mediation assistance.

STUDYING

a. Study days and times in our room are:

b. During study times:

Phone use is OK Not OK
TV or media use is OK (with headset) Not OK

SLEEP

a. Times for sleeping in our room:

b. During sleep time:

Lights are On Off
Computer/TV/media On Off
Phone use is OK Not OK

CLEANING

a. Cleaning includes:

Dusting/sweeping Laundry
 Dishes Making beds
 Empty trash/recycling Other: _____

b. How frequently will we each clean our half of the room?

c. Will we create a cleaning schedule? Yes No

d. We will clean our room before visitors come into the room?
 Yes No Depends: _____

HOSTING GUESTS

a. Guests may be in our room during:
Study times Always Sometimes Never

Sleeptimes Always Sometimes Never
Dress/bathing times Always Sometimes Never
Othertimes guests are not allowed _____

HOSTING OVERNIGHT GUESTS

a. Overnight guests may stay:
 weekends only weekdays other _____

b. How much notice should we give each other when we would like to host guests overnight?

GUESTS

a. Guests may use roommate's:

Bed: Always Sometimes Never
Desk: Always Sometimes Never
Food: Always Sometimes Never
Clothes: Always Sometimes Never
Computer/game systems: Always Sometimes Never
Other: _____ Always Sometimes Never

b. Guests are allowed in the room when host is not present: Always Sometimes Never

USE OF ROOM

a. Will we switch beds/sides of the room half way through the year? Yes No We'll decide later

b. How will each of us get alone time in our room?

c. It's OK for roommate to use :

Bed: Always Sometimes Never
Desk: Always Sometimes Never
Food: Always Sometimes Never
Clothes: Always Sometimes Never
Computer/game systems: Always Sometimes Never
Other: _____ Always Sometimes Never

COMMUNICATION

a. If a roommate or roommate's guest damages my belongings how will we resolve this?

b. How will we leave messages for each other?

c. How will we approach each other if we have a concern, including but not limited to violations of this agreement?

d. If we want a guest to leave, how will we let each other know?

e. Agreements that we reached, not covered in other sections of this document (e.g. personal hygiene habits).

SECURITY

a. When we are home, the door is locked: Yes No

b. When we are not in the room we will:

Lock the door: Yes (always!)

Shut the windows: Yes No

Turn off the lights: Yes No

Close the blinds: Yes No

c. How will we avoid locking each other out of the room?

Our signatures below indicate that we have discussed this agreement and agree to abide by our mutual decisions. We understand that we are responsible for:

- *the actions of our guests;*
- *maintaining a safe and clean living environment;*
- *treating each other and our belongings with respect;*
- *resolving conflicts in a mature and proactive manner;*
- *seeking help from the RA if we cannot resolve our concerns on our own;*
- *cooperating with our neighbors regarding community standards, noise, and upkeep of common areas.*

Roommate 2: _____

Roommate 2: _____

Roommate 3: _____