



University Housing
UNIVERSITY OF WISCONSIN-MADISON

UNIVERSITY APARTMENTS Roommate Agreement Document

University Apartments defines a roommate as an adult who lives with another adult in a household that does not meet the lease definition of a “family” household member. Each roommate must have an eligible UW affiliation. Roommates must be approved by staff prior to moving into an apartment.

Each roommate is jointly liable for the terms and conditions of the lease and the full amount of rent due. If one roommate is released from the lease, the remaining roommate shall continue to be responsible for the full rent due.

To help guide your roommate relationship below are a variety of topics that we know are important to residents. Make sure you and your roommate address all topics. It is suggested that this agreement will be filled out together and that each of you will keep a copy of this agreement. It is advised that you do this before deciding to live together. This is not a form for the office. It is for the two of you to make decisions about your apartment. Discuss each point. Do not move in if you cannot agree on these issues.

Legal Obligation

1. Do you both understand that once you are roommates, both are responsible for the lease terms and apartment rent until the end of the lease?

Money

Security Deposit

2. How much did each person pay for the security deposit?
3. If one person already paid for the security deposit, does the other person pay them half of it when they move in?

Rent

4. How much is the monthly rent for the apartment?
5. Each roommate is responsible for the entire rent of the apartment. This means if one of you does not pay, the other one owes the entire amount. The disagreement would have to be worked out between the two of you. Usually, each person will pay $\frac{1}{2}$. Do you agree to do that?

Late charges

6. If one person pays on time, and the other person pays late, who is responsible for the late fee?
7. Will one person collect the rent and pay it or will both roommates pay Housing directly?

8. Will the Madison Gas and Electric (MG&E) be split equally? (Eagle Heights and University Houses only)
9. Whose name will be on the MG&E bills? (Eagle Heights and University Houses only)

Sharing

10. Will you each buy your own groceries and cleaning supplies, or will you share them?
11. Can kitchen items be shared?
12. Who owns the furniture? (Eagle Heights and University Houses only)
13. If one person moves out, who will keep the furniture? (Eagle Heights and University Houses only)

Visitors

14. Are overnight visitors allowed?
15. Are there any restrictions on who can stay overnight?
16. If overnight visitors are allowed, how often can they stay?
17. Can overnight visitors stay in shared areas, or do they need to stay in the host's bedroom?
18. If people are visiting, at what time do you expect they be quiet in the apartment?

Hours

19. What time do you usually go to sleep or have quiet study time?
20. What time do you usually come home?
21. What time do you usually get up?

Cleaning

22. How often do you expect dishes be washed?
23. How often do you expect the shared areas (Bathroom, living room, kitchen, stove, refrigerator, trash and recycling) to be cleaned?

Parking

24. If only one person has a car, will shopping trips be made together?
25. If only one person has a car, will the roommate be allowed to drive it?
26. Who will get the free parking space? (Eagle Heights and University Houses only)
27. If there are 2 cars, will the Paid Parking cost be shared or will the cost be one persons? (Eagle Heights and University Houses only)

Expectations

28. Are there any concerns or expectations you think you should discuss? For instance, are there dietary restrictions for the household? Will you get an air conditioner? What is the emergency contact names and phone numbers for each of you? If you live in a non-smoking building, do you both understand that guests will not be allowed to smoke in the apartment?