



# OUR HOUSEMATE AGREEMENT

*The discussion that informs this housemate agreement will give us all a better idea of each person's expectations for our shared living situation. Where our expectations do not align, this agreement will serve as a record of the compromises we have agreed to. We acknowledge that communication is the essential first step.*

The tenants met in person to discuss this agreement on:

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## Members of the household

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List occupants

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## Details

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The persons named above have entered into a tenancy agreement with respect to

We agree that this document represents a binding agreement with respect to our tenancy

from \_\_\_\_\_ to \_\_\_\_\_

This agreement is additional to our rights and responsibilities under our lease and the Ontario Residential Tenancies Act.

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## Rent

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We agree that our obligation to pay rent for the premises will be apportioned as follows:

The total rent for the property is \_\_\_\_\_ per \_\_\_\_\_

Each tenant will pay an equal share

The share of rent is based on room allocation.

Each tenant is responsible for their own portion of the rent and other expenses as indicated in this agreement until the end of the term. If any tenant vacates prematurely for any reason that person will provide payment directly to the remaining housemates for rent and other expenses until a suitable substitute takes over payment.

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## Other costs

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We agree that our obligations to pay other costs associated with our tenancy will be apportioned as follows

Utilities Kingston:

Internet:

Other (specify):

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## Use of premises

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We agree that the rooms in the premises shall be used as follows:

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## Household cleaning

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The cleaning of common spaces will be:

Tidied, as described in the lease, prior to the scheduled visit by the cleaner

Allocated by a work-wheel

Agreed upon by a weekly/monthly schedule

Permanently assigned

For the consideration of all tenants and guests:

No food or dirty dishes will be left in common areas

All spills will be dealt with immediately

No dirty laundry will be left in common areas

Dishes are the responsibility of the individual user but cannot be left dirty more than \_\_\_\_\_ hours.

Any shared cooking items like pots must be cleaned within \_\_\_\_\_ hours.

Spills on the stove or in the oven must be cleaned within \_\_\_\_\_ hours.

Personal spaces are the responsibility of the individual however if the smell of a personal space impacts the other members of the household the personal space must be cleaned.

Other:

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## Groceries and common items

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Each tenant will contribute \_\_\_\_\_ / month to a house fund for the purchase of common goods.

The following goods are considered common and purchased during group shopping trips. The cost and use are shared equally.

None

Milk

Butter

Toilet paper

Paper towel

Dish liquid / dishwasher tablets



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## **Substitution of Housemates**

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Any substitution must meet the following criteria:

We agree that we will not arbitrarily or unreasonably refuse a request to sublet or assign an individual's portion of the tenancy.

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## **Pets**

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We agree that pets \_\_\_\_\_ welcome in our unit.

If pets are allowed the following conditions apply:

- All costs associated with that pet are the responsibility of the individual owner.
- Any damage caused by the pet will be paid for by the owner.
- Any clauses in the lease requiring cleaning or fumigation must be fulfilled by the owner.

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## **Borrowing**

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Personal items \_\_\_\_\_ be borrowed

If allowed, the following rules apply:

The following items may not be borrowed:

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## **Remaining in the unit beyond the fixed term**

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The Residential Tenancies Act guarantees the right of continued tenancy. In most cases without signing a new fixed-term agreement.

If our unit is not covered by the Landlord contract program we agree to have a meeting about continuing the tenancy at least 3 months prior to the end of the fixed term. At that time we will discuss how our living situation is working and whether any of us wants a change in occupancy. If the entire group wants to vacate we will give a joint notice to the landlord at least 60 days prior to the end of the fixed term. If we agree that there will be a change in occupancy no notice of termination will be given to the landlord so as not to jeopardize the continuance of tenancy for the others.

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## **Other additional terms**

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## Addressing Conflict

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We agree to address issues promptly, in person, and respectfully. We will approach each other about issues in the following way: Since (date) I've noticed (issue) and it really (emotion) me because (reasoning). Can we work this out? Can we talk about this?

We also agree:

We will ensure the conversation is in a quiet, private space with enough time for all parties to engage

We will give each other an equal chance to speak and avoid judgements

We will not address issues over social media or text

We agree to seek help from Student Community Relations (scr@queensu.ca) if need be:

We will not invite our parents, partners, or friends to negotiate conflict on our behalf until we have exhausted all other avenues

We will have house meetings every

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## Modification of this agreement

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This agreement can be modified during the year with the consensus of all housemates.

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## Signatures

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We acknowledge that we have agreed to the terms and conditions in this document. We acknowledge that we will each receive a copy of this document as well as a copy of the written tenancy agreement. Sign next to your name printed below:

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