

KEY CONTACTS

Thank you for choosing to stay with us. We hope you enjoy your time here.

Property Manager Craig Gee (Licence 20196108)

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COMMUNITY STANDARDS & HOUSE CULTURE

We're a small, family-run business. We value respect, cleanliness and kindness, and we maintain an inclusive, well-kept home where everyone contributes.

We are proud to provide clean, well-maintained homes and expect all housemates to help keep them that way. As adults living together, each person is responsible for keeping shared spaces clean and tidy. Most housemates choose our homes for their respectful and well-kept environment — and we work together to maintain that standard throughout the term.

To help future housemates feel confident and informed, we may ask for your help—especially in the final three weeks of your stay—to meet and share your experience with them. This helps build community and keeps our model transparent and sustainable.

When you move in, we may also ask for a short video introduction to introduce you to future housemates.

POINTS REWARD PROGRAM

To recognise the effort housemates put into maintaining a clean and harmonious home, management runs the Points Reward Program.

Your household earns points each week for completing cleaning tasks and paying rent on time.

When your household reaches its target, housemates may receive a Gift Box with cleaning supplies and shared household essentials.

This program helps keep the property clean, fair, and enjoyable, while rewarding cooperation & consistency.

Management may review or update the Points Reward Program at any time to improve fairness, hygiene, or operational efficiency. Written notice will be provided of any changes.

FINANCIAL TERMS & ROOM CONDITIONS

1. TERM OF AGREEMENT

- a. **Commencement Date:** Saturday 14th February 2026.
- b. **Termination Date:**

2. RENT AND BOND

- a. **Rental Bond:** Paid directly to NSW Rental Bonds Online.
- b. **Rent Amount:**
- c. **Payment Frequency:** Rent is payable every second Thursday.
- d. **Payment Method:** Electronic Funds Transfer from an Australian Bank Account only.
- e. **Rent Payment Account:**
- f. **Account Number:** **BSB:**
- g. **Payment Reference:** Your full name.
- h. **Rewards for On-Time Rent:** Contribute to the Points Reward Program.

3. RENT INCLUSIONS

- a. **Internet:** Unlimited high-speed internet.
- b. **Air conditioning:** Included for reasonable use, up to eight (8) hours per day. Set points must be **24 °C in summer** and **20 °C in winter**.
- c. **Electricity:** included within reasonable household consumption for the property, based on average provider data and occupancy levels.
- d. **Excess usage:** Where electricity consumption exceeds typical levels, the additional cost may be shared equally among all housemates. Copies of utility bills and comparative data will be provided for transparency.
- e. **Exclusions:** Cleaning products, toilet paper, bedding (sheets, pillows, blankets) and additional kitchenware (glasses, cutlery, crockery) are not included.

4. TWO PERSON SHARED ROOM CONDITIONS

- a. **Temporary Single Occupancy:** If you become the sole occupant of a two-person shared room—either because your roommate has vacated or no roommate was assigned at the start of your term—the following provisions (b–g) apply.
- b. **Management Assistance:** Management will assist in finding a suitable new roommate, and your full cooperation is required.
- c. **Availability for Viewings:** You agree to be available for up to twenty (20) minutes per day to meet potential roommates and show them the room.
- d. **Room Presentation:** The room must remain clean, tidy, and presentable.
- e. **Temporary Rent Adjustment:** Rent remains unchanged at fifty percent (50%) of the total room rent for the first week. After that period:
 - i. A temporary rent increase of seventy-five dollars (\$75) per week may apply until a new roommate is found; or
- f. **Failure to Secure or Accept a Roommate:** If no suitable roommate is found and you decline to relocate or refuse a reasonable replacement, this agreement may be terminated, and the standard break fee may apply.
- g. **Exemption:** The standard break fee does not apply if you moved into the room without a roommate at the commencement of your term and no suitable replacement is found within the initial one-week period.
- h. See also Clause 16 — Early Departure for the general replacement process.

CLEANING, KITCHEN STANDARDS & PROPERTY PRESENTATION

5. CLEANING STANDARDS & EXPECTATIONS

- a. **Requirements:** Each housemate must clean up after themselves and help keep all shared areas clean, tidy, and hygienic. Personal cleaning responsibilities always apply.
- b. **Weekly Cleaning Roster:** All housemates must participate in the weekly cleaning roster and make a genuine, consistent effort to complete their assigned task each week.
- c. **Routine Inspections (Common Areas Only):** Management may inspect common areas on working days to confirm cleaning standards. Bedrooms are excluded.
- d. **Rewards:** Participation in the weekly cleaning roster and the Kitchen Captain Program contributes to the Points Reward Program.
- e. **Shared Areas:** Personal belongings must be kept inside bedrooms to maintain tidy, accessible, and safe shared spaces.

6. CLEANING COMPLIANCE – FAIR REVIEW PROCESS

- a. **Inspection Type:** This clause applies only to management's weekly cleaning inspection.
- b. **Inspection Ready Standard:** The assigned area must be clean, tidy, hygienic, and clutter-free, and inspection-ready before inspection begins.
- c. **Genuine Effort Pathway:** If genuine effort has been made but the standard is not fully met:
 - i. Management will provide guidance.
 - ii. The housemate will have twenty-four (24) hours to revise and complete the task.
 - iii. Revision within 24 hours avoids cleaning charges, but weekly bonus points are halved.
- d. **No-Effort or Insufficient-Effort Pathway:** If, at the time of inspection, the assigned area has not been cleaned at all, or the effort is clearly insufficient:
 - i. Management will arrange a professional cleaner.
 - ii. Cleaning costs will be charged only to the responsible housemate(s).
 - iii. Invoices and supporting photos will be provided.

7. KITCHEN STANDARDS

- a. The kitchen must remain clean, tidy, and hygienic always. All housemates share responsibility for keeping it ready for use and free from mess, rubbish, or food waste.
 - i. Use the dishwasher and clean the kitchen before sitting down to eat.
 - ii. Store all food inside cupboards or fridges — never on benchtops or exposed areas.
- b. **Food Disposal:** To prevent pest problems and protect the property, management may remove or dispose of any food left out or stored incorrectly. This helps avoid pest-control costs that would otherwise be shared by all housemates.

8. KITCHEN CAPTAIN PROGRAM

- a. **Appointment:** Each week, one room will be assigned the role of **Kitchen Captain**.
- b. **Responsibilities:** The Kitchen Captain (or another housemate acting on their behalf) is responsible for maintaining the kitchen in a clean, tidy, and hygienic condition each day.
 - i. Wipe benches and general surfaces after use.
 - ii. Sweep floors.
 - iii. Empty kitchen bins and replace liners when required.
 - iv. Empty the dishwasher and put away any clean, dry dishes from the bench-top rack.
 - v. Ensure all food items are stored in cupboards or fridges to prevent pests.

- c. **Duty Limitations:** The Kitchen Captain's duties are limited to general daily upkeep of the kitchen. They do not include washing other housemates' dirty dishes or cleaning personal items left on benches.
- d. **Photo Submission:** The Kitchen Captain must post clear photos of the cooktop, sink, benches, empty dishwasher, and bins in the house WhatsApp group between **9PM & 6AM**. If the dishwasher is running at night, a photo showing the **empty dishwasher** must be uploaded **by 10AM**.
- e. **Reward Eligibility:** Consistent, satisfactory photo submissions earn reward points.
- f. **Acknowledgement:** By signing this agreement, housemates acknowledge and agree to participate in the Kitchen Captain Program.
- g. **Management Discretion:** Management's determination of whether photo submissions meet the required standard is final.

PROPERTY CONDITION & ACCESS

9. CONDITION ON ARRIVAL

- a. **Inspection on Arrival:** Housemates must inspect their bedroom and all shared areas upon arrival and report any cleanliness or damage issues within two (2) days.
- b. **Assumed Condition:** If no issues are reported within the inspection period, it is agreed that the property and room were clean, undamaged, and in good order at the start of the term.

10. MATTRESS PROTECTOR

- a. **Supply:** A new, hygienic mattress protector is provided for each housemate at the start of their stay to maintain cleanliness and allergy safety.
- b. **Ownership and Cost:** The supplied mattress protector is for personal use and remains the housemate's property upon departure. A flat fee of twenty-five dollars (\$25) is deducted from the bond to cover its supply.
- c. **Usage Requirement:** A mattress protector must be always used on the bed during the stay. Failure to do so may result in cleaning costs being charged to the housemate.

11. ACCESS & INSPECTIONS

- a. **Privacy Protocol:** Management will knock and announce themselves before entering any private or semi-private space, including bedrooms, except in an emergency.
- b. **Bedroom Access:** Management will access your bedroom only with twenty-four (24) hours' notice, your consent, or in an emergency.
- c. **Shared Room Access:** If you occupy a two-person shared room without a roommate, management may enter during reasonable hours — after knocking — to inspect, maintain, or show the available bed. Advance notice may not always be possible, as viewings often depend on the availability of prospective housemates, but privacy will always be respected.
- d. **Common Areas:** Management may access common areas at any time to conduct day-to-day operations, maintenance, or inspections necessary for the running of the property. Management will act respectfully and minimise disruption.

12. FINAL THREE-WEEK ACCESS & PRESENTATION REQUIREMENTS

These requirements are in addition to the general cleaning expectations above.

- a. **End-of-Term Preparation:** In the final three (3) weeks of each contract term, management requires access to all areas of the property to conduct new-housemate inspections and prepare for the next term.
- b. **Presentation Standard:** The property must remain clean, tidy, and presentable always, particularly during viewings and inspections.
- c. **Cleaning Action:** If the property is not maintained to the required standard, management may arrange professional cleaning so that viewings can proceed without delay.

- d. **Costs and Fairness:** Cleaning arranged under this clause will be charged only to the responsible housemate(s). If responsibility cannot be determined, the cost may be shared equally among all housemates. Invoices and photos will be provided for transparency.

HOUSE RULES, VISITORS & CONDUCT

13. OVERNIGHT VISITORS

- a. **Consent Required:** Overnight visitors require all housemates consent and must stay in the hosts bedroom only.
- b. **Responsible Conduct:** The host housemate is responsible for ensuring their visitor complies with house standards, including noise, cleanliness, and respectful behaviour.
- c. **Policy Review:** This policy may be reviewed or withdrawn at any time if misuse occurs or complaints are received.

14. BEHAVIOUR & CONDUCT

- a. **Respectful Behaviour:** Housemates must behave respectfully toward others, neighbours, and management. Bullying, harassment, or disruptive conduct is not permitted.
- b. **Wall Attachments:** Attaching items to walls (e.g. hooks, stickers, or tape) is not recommended, as this often causes damage.
- c. **Noise:** Noise must always remain at a reasonable level. Loud noise is not permitted after 10 PM. Any gathering or event requires the consent of all housemates.
- d. **Smoking:** Smoking is permitted only in designated outdoor areas. Cigarette butts must be fully extinguished and disposed of responsibly.
- e. **Compliance:** Management may issue written warnings for repeated breaches. If a breach continues after reasonable notice and opportunity to comply, management may terminate the agreement to protect the household.

END OF TERM REQUIREMENTS & CONTRACT RENEWAL

15. LEAVING EARLY (BEFORE END OF TERM)

- a. Housemates who end their agreement before the termination date must either:
 - i. Pay a break fee equal to two (2) weeks' rent; or
 - ii. Find a suitable replacement approved by management before vacating.
- b. **Finding a Replacement:** The outgoing housemate remains responsible for rent until the approved replacement commences paying rent.
- c. **Seasonal Demand Notice:** Housemates should be aware that replacement demand is typically limited during **May and early June**. Departures during this period carry an increased risk of delay in securing a replacement.
- d. **Replacement Process:** An administration fee of one hundred dollars (\$100) applies for onboarding and documentation. This fee is waived for housemates who have completed a previous contract. The outgoing housemate must:
 - i. Advertise the vacancy daily as guided by management.
 - ii. Cooperate with reasonable inspection and viewing requests; and
 - iii. Leave bedroom and shared areas clean, tidy, and ready for the incoming housemate.
- e. **Replacement Eligibility:** All replacement housemates must meet the same eligibility criteria as other housemates in the home, including international status, suitability for shared living, and maintaining the home's diversity and gender balance.

- f. **Cleaning for Early Departures:** No professional cleaning is provided mid-term. The outgoing housemate must clean their room and shared areas. The **\$110** end-of-term cleaning fee still applies and is shared proportionally if a replacement moves in.

16. MID-YEAR REPLACEMENT SUPPORT WINDOW

- a. To assist housemates affected by predictable mid-year demand changes, management provides a structured mid-year replacement support window, subject to conditions below.
- b. **Eligible Period:** This support applies only to early departures occurring between **13 June and the end of the contract term**.
- c. **Notice Requirement:** To be eligible for mid-year replacement support, housemates must notify management of their intention to leave **as early as reasonably possible**, and preferably no later than twenty-one (21) days before their intended vacate date.
- d. **Replacement Pricing Support:** During the eligible period only, management may, at its discretion, approve a **temporary, replacement-only rent adjustment**, to assist the outgoing housemate in securing a suitable replacement. Any approved adjustment:
 - i. applies only to the incoming replacement; and
 - ii. does not vary the rent payable under this agreement.
- e. **Cooperation Required:** The outgoing housemate must cooperate with inspections, viewings, and advertising requirements, and keep the room clean, tidy, and presentable. This may include allowing photos or short videos of the room and its occupants for advertising purposes. Failure to cooperate may limit or withdraw eligibility for this support.
- f. **No Guarantee:** Management will assist during the eligible period and has historically been successful where housemates cooperate, however, a replacement cannot be guaranteed.

17. COMPLETING THE TERM (END-OF-TERM DEPARTURE)

- a. **Vacate Time:** All housemates must vacate the property **by 8AM on the departure date** and remove all personal belongings. This allows professional cleaners to start promptly and prepare the property for the next term. Late departures may result in additional fees.
- b. **Professional Cleaning:** A professional deep clean of the property is scheduled from 8 AM on the final departure date. Each housemate contributes a flat cleaning fee of one hundred dollars (\$110) from their bond for this service.
- c. **Extra Cleaning Charges:** Additional charges only apply if:
 - i. The room or common areas are not vacated on time.
 - ii. Personal items or rubbish are left behind; or
 - iii. Dishes are left unwashed.
 - iv. Additional work is required due to damage, neglect, or poor personal cleaning.
- d. **Evidence & Transparency:** Any extra charge will be supported by invoices and photos.
- e. **Bond Refund:** Refunds are initiated within seven (7) days once rent, cleaning, and damage checks are complete.

18. RENEWAL OF CONTRACT

- a. **Renewal Requirements:** Housemates who wish to stay for another term must confirm their renewal with management not later than four (4) weeks before the current contract ends. Renewal is not automatic — a new contract must be signed and the next term's rent and bond paid in full to secure the room.
- b. **Early Departure After Renewal:** If a housemate renews but later chooses to leave before the new end date, Clause 16(a) — Early Departure conditions — will apply.

DAMAGE, COMPLAINTS & LIABILITY PROVISIONS

19. DAMAGE & RESPONSIBILITY

- a. **Personal Responsibility:** Housemates are responsible for any damage they cause to the property, furniture, fittings or appliances — whether intentional or accidental. This does not include normal wear and tear.
- b. **Shared Damage:** Where damage occurs in a common area and responsibility cannot be determined, the repair or replacement cost may be shared equally among all housemates.
- c. **Management Repairs:** Management may arrange prompt repairs where necessary for safety, hygiene or function. Any associated costs will be deducted from the responsible housemate's bond and supported by clear photos and dated invoices. No housemate will be charged for pre-existing issues or normal wear and tear.
- d. **Reporting Requirements:** Damage or maintenance issues must be reported to management as soon as reasonably possible to prevent further deterioration.
- e. **Pest-Related Damage or Cleaning:** Where pest issues arise due to food left in bedrooms, rubbish, or poor personal cleaning, the associated pest-control or cleaning costs may be charged to the responsible housemate(s), with photos and invoices provided.

20. COMPLAINTS & DISPUTE RESOLUTION

- a. **Reporting Concerns:** Housemates should first raise any concern or complaint directly with management in writing (email or message).
- b. **Internal Review:** Management will review all concerns in good faith and may request additional information or evidence to assist in resolving the issue.
- c. **Resolution Pathway:** If an issue cannot be resolved internally, the matter may be referred to the NSW Civil and Administrative Tribunal (NCAT) for independent review.
- d. **Good Faith Requirement:** All parties must act honestly and respectfully throughout the complaint process. Knowingly false or misleading complaints may be considered a breach of Behaviour & Conduct standards.

21. LIABILITY, & MARKETING

- a. **Liability:** Management will take reasonable steps to maintain a safe environment but is not responsible for loss, theft, or damage to housemates' personal property, or for injury arising from housemate's own actions or misuse of the property. Housemates are encouraged to obtain contents insurance.
- b. **Marketing Consent:** Housemates consent to the respectful use of photos or short videos of the property for marketing or advertising purposes. Participation in any marketing content involving housemates is voluntary.

Housemate Contract.

125 ABERCROMBIE ST CHIPPENDALE

GOLD ABODE

CRG INVESTMENTS PTY LTD

ABN: 63616057768

SIGNATURES

22. SIGNATURE & ACCEPTANCE

- a. **Agreement to Terms:** By signing below, the housemate confirms that they have read, understood, and agree to be bound by all terms contained in this Housemate Contract.
- b. **Opportunity for Questions:** The housemate also acknowledges that management has provided reasonable opportunity to ask questions before signing.
- c. **Confirmation of Copy & Details:** The housemate confirms that they received a copy of this contract prior to signing and that all personal details provided are accurate.
- d. **Electronic Signatures:** Electronic signatures, scanned copies, or digital confirmations are valid and enforceable for the purposes of this agreement.

Date

Room #

Property Street Address 125 Abercrombie St Chippendale NSW 2008

Full Name

Date of Birth

Passport Country

Contact Number

Email Address

Signed Housemate

Signed Craig Gee

1. How did you first discover this property?

2. What made you choose this property over others?

3. Where else did you search for accommodation before choosing us?
(Include any websites, apps, or agents so we can improve our advertising.)