

Flatmate Lease Agreement

This Lease Agreement ("Agreement") is entered into on [Start Date], between the following individuals, referred to collectively as "Flatmates":

1. Atiqah Hanizan
2. Wan Azizah Teja

And

3. Tenant

Address of Premises: **12A/44 HIGH ST, 2031 RANDWICK, NSW**

Term of Lease:

The Flatmates agree to lease the for **two (3) months**, commencing on **[Start date]** and terminating on **[End date]**.

Rent:

The total rent for the shared room on the premises shall be **A\$250** per week, payable in advance by the flatmates. ***Rent is due every Tuesday before 5:00 PM***, and payment can be made in cash or via electronic transfer.

Deposit:

A deposit of **A\$150** is required as insurance to secure the spot on the premises. This deposit will be *returned to the Flatmate at the end of the lease term*, provided the premises are left in the same condition as at the commencement of the lease, subject to normal wear and tear. In the event of early termination of the lease by the Flatmate, the deposit will not be returned.

Security Deposit:

In some cases, if a flatmate wishes to secure a spot on the premises for a future move-in date, a security deposit equivalent to the duration of the delay is required. For example, if the move-in date is delayed by two weeks, a security deposit of two weeks' worth (**A\$250 x 2 weeks**) is required. This deposit serves as a guarantee for the rental agreement's fulfilment and is *non-refundable*.

Extension of Lease:

The Flatmate agree that if they wish to extend the lease beyond the initial agreed term, they will notify each other in writing at least **three (3) weeks** before the end of the lease term.

Initials: | _____ | _____ | _____ |

Notice Period for Vacating:

Should the Flatmate(s) decide to vacate the premises before the expiration of the lease term, they must provide written notice of at least **three (3) weeks**.

Flatmate Responsibilities:**1. Health and Safety:**

1.1. Strict No Smoking or Vaping Policy: Smoking or vaping of any substances is strictly prohibited within the premises, particularly in the rooms. Smoking or vaping is only permissible in the designated area, the balcony.

1.2. Make sure there's enough airflow and ventilation in the rooms and common areas for the health and comfort of all flatmates.

2. Security Measures:

2.1. All doors, including the garage door, must be kept locked at all times.

2.2. It is prohibited to share the passcode with non-residents for any reason other than delivery purposes.

3. Fire Safety:

3.1. To avoid triggering the smoke detector, use the range hood when cooking.

3.2. False alarms can lead to serious issues not only for flatmates but also for neighbours and *may result in fines*.

4. Guest Policy:

4.1. Notify the group chat *at least 30 minutes in advance* if expecting visitors, especially if they plan to stay or arrive after 8 pm or on weekends, as these are our rest times.

4.2. Immediately clean after guests leave.

5. Kitchenware Sharing and Maintenance:

1. 5.1. Wash public kitchenware or dinnerware immediately after use.

2. 5.2. Label personal belongings and share the photo in the group chat to prevent others from using it.

3. 5.3. Each flatmate will be assigned their own designated kitchen cabinet and shelves in the refrigerator for storing their food and condiments.

4. 5.4. To store any food outside of your designated cabinet/refrigerator, please label it with your name to prevent others from using, eating, or discarding it.

6. Noise and Disturbance Control:

6.1. Maintain low noise levels after 10 pm.

7. Respect for Personal Space and Boundaries:

7.1. Knock before entering others' rooms. **7.2.** Respect everyone's different schedules.

Initials: | _____ | _____ | _____ |

8. Cleanliness and Hygiene:

- 8.1. Follow the weekly cleaning roster. (Attached)**
 - 8.2. Dispose of any food waste properly.**
 - 8.3. Clear and clean the sink, including dishes used during meal preparation or cleanup,**
- and dispose of any food waste properly.**

9. Utility Usage:

- 1. 9.1. Conserve energy and water resources.**
- 2. 9.2. Flatmates are required to turn on all lights before going to sleep. Leave either**

the stove range hood OR one of the kitchen lights on.

10. Respect for Property and Common Areas:

- 10.1. Flatmates are welcome to store items in the garage as long as they are arranged neatly.**
- 10.2. Please keep personal items organized and avoid having them scattered in the living room or common areas.**

11. Communication and Conflict Resolution:

- 11.1. Communicate openly and respectfully with flatmates.**
- 11.2. Be considerate of cultural differences among housemates.**

12. Acknowledgement:

By checking the box below, the Flatmate acknowledges that they have read and understood the terms and responsibilities mentioned in this Lease Agreement and agree to abide by them.

[] I acknowledge the terms and responsibilities mentioned in the lease agreement.

Signatures:

By signing below, the Flatmates affirm their acknowledgement of the terms of this Lease Agreement.

[Atiqah Hanizan] Signature: _____ Date: _____

[Wan Azizah Teja] Signature: _____ Date: _____

[New Tenant 1] Signature: _____ Date: _____

Initials: | _____ | _____ | _____ |

12. Weekly cleaning roster

Task	Week 1	Week 2	Week 3	Week 4
Wipe the Dining table + Vacuum the dining area and living room	Atiqah	Tenant	Hazel	Wan
Kitchen (Rearrange dish rack, wipe stove & countertop, vacuum kitchen area)	Tenant	Hazel	Wan	Atiqah
Take out the trash for the whole week	Hazel	Wan	Atiqah	Tenant
Clean the bathroom + take out trash in the bathroom	Wan	Atiqah	Tenant	Hazel

Notes:

Every week, everyone is responsible for:

- Clean up any mess created while cooking/eating.
- Wash all dishes used.
- Wipe and dry the toilet seat after use.
- Clean the toilet bowl if you make a mess
- Don't let trash pile up. If you have your trash (e.g. delivery boxes, heavy items) throw it out yourself.
- Any food waste and wet items must be thrown into plastic, not paper bags. Empty any liquid from bottles before throwing them out.

Security Deposit (if applicable)

Spot Available On	
Flatmate Moving Date	
Rent Amount	A\$ 250
Weeks to be Secured	1
Total Security Deposit	A\$ 250
Acknowledgement	Sign: Date:

Initials: | _____ | _____ | _____ |