

Universal Room Occupancy Agreement (NSW)

This agreement is intended for use for any room, shared or private, within a residential property in New South Wales. It may be reused for different rooms, rent amounts, and addresses by filling in the relevant details below.

1. Property & Occupancy Details

Property Address	
Room Description	Private / Shared / Ensuite / Other
Maximum Occupancy	
Occupant Name	
Provider / Head-Tenant Name	

2. Rent & Bond

Weekly Rent (AUD): _____ Bond Amount (AUD): _____
_____ Rent Payment Frequency: Weekly / Fortnightly The bond may be used for unpaid rent, damages, excessive cleaning, breach of agreement, or early departure penalties.

3. Lease Term

Minimum Lease Term: 3 months | 4 months | 6 months | 12 months Start Date: _____
End Date: _____

4. Notice to Vacate

A minimum of 14 days' written notice is required prior to vacating. If fewer than 14 days' notice is given, a daily deduction may be taken from the bond for each day short of the notice period.

5. Inclusions

The occupancy includes access to furnishings, appliances, and facilities applicable to the specific room and property, which may include: • Bed and mattress • Wardrobe and storage • Desk and chair • Bathroom or ensuite access • Kitchen appliances and utensils • Laundry facilities • Internet and utilities (if agreed) • Balcony or common areas • Building facilities such as gym, pool, sauna, lifts, and security systems (if applicable)

6. Occupant Responsibilities

The occupant agrees to maintain cleanliness, use appliances responsibly, respect others' privacy, follow building rules, avoid excessive noise, and promptly report damage or maintenance issues.

7. Prohibited Activities

Parties, smoking or vaping indoors, pets, unauthorised guests, subletting, or alterations are not permitted unless approved in writing.

8. End of Occupancy

Upon vacating, the occupant must remove all belongings, leave the room clean, and return all keys or access devices.

9. Signatures

Provider / Head-Tenant Name: _____ Signature: _____

Date: _____ Occupant Name: _____

Signature: _____ Date: _____
