



JESSE  
TREE

## STEPS TO HELP YOU FIND A ROOMMATE

1

### Become familiar with the process.

Ask your landlord what their policy is on adding a roommate to the lease. What is the process for that person to put in an application? Some landlords charge additional fees to add someone to the lease. Additionally, some landlords require that there is a zero balance before they are willing to make adaptations such as adding a tenant to a lease.

2

### Brainstorm.

Think about your social network and who you might know that is searching for a roommate. Ideas to start with are friends, family, coworkers or people who are in groups you may be a part of. You may need to think further; if they aren't looking for a roommate, do they know someone who is?

3

### Get Creative.

If you aren't able to find someone you know who is looking for a roommate, find ways to expanding your search. Think about using tools such as social media platforms. You may want to post on neighborhood groups or renters' coalitions to expand your reach. Include information about the rental that you feel comfortable sharing, for example, what the split of rent would be, whether utilities are included, etc.

4

### Meet with prospective roommate(s).

Once you have found someone who you think would be a good fit, arrange to meet with them in person in a public setting such as a coffee shop or library. This is an opportunity to see if you will be compatible roommates, so you and the prospective roommate should come prepared with questions that are important to you. Important topics to discuss would be income, rental history, etc. If you have specific needs, such as a sober dwelling, these would also be important to bring up to ensure you are on the same page.



### **Next Steps.**

Once you have found someone who is a good fit, have them move forward with the proper steps the landlord has set in place, such as submitting a formal application. Do not allow them to move in before they are officially on a lease, as this is a lease violation.



### **Communicate**

Revisit each other's expectations and create a plan for clear communication with one another and the landlord. You may want to create a roommate agreement with one another outlining these expectations. You can find a template on Jesse Tree's Resource Library Page.



### **Pay rent seperately.**

If at all possible, you and your new roommate should pay your rent separately, as this can help protect you both. If paying through an online portal, ask your landlord if they can create separate accounts for each roommate.



### **If rent cannot be seperated.**

If it isn't possible to pay rent separately, set up a plan to either pay your landlord together at the same time in person or, if one roommate is responsible to submit the payment, make sure to receive proof or an online confirmation of payment if using an online tenant portal. If rent money must be exchanged between you and your roommate, do not pay them in cash.