

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Flatmate's Name]
[Flatmate's Address]
[City, State, Zip Code]

Subject: Flat Sharing Agreement

Dear [Flatmate's Name],

This letter serves as a formal agreement between [Your Name] and [Flatmate's Name] for sharing the flat located at [Flat Address] effective from [Start Date].

****1. Duration of Agreement****

The agreement shall commence on [Start Date] and shall continue until [End Date/Month-to-Month].

****2. Rent****

The total monthly rent for the flat is [Total Rent Amount], which shall be divided as follows:

- [Your Name] pays [Your Share Amount]
- [Flatmate's Name] pays [Flatmate's Share Amount]

Rent is to be paid by the [Due Date, e.g., 1st of each month].

****3. Utilities****

Utilities will be shared as follows:

- Electricity: [Details]
- Water: [Details]
- Internet: [Details]

Each flatmate is responsible for their respective portion of the bills.

****4. Responsibilities****

Each occupant will keep their living area clean and contribute to communal cleaning duties. Common areas will be shared equally.

****5. Termination****

Either party may terminate this agreement by providing [Notice Period, e.g., 30 days'] written notice.

****6. Additional Terms****

[List any additional terms or house rules].

By signing below, both parties agree to the terms outlined in this flat sharing agreement.

[Your Name]

Date: _____

[Flatmate's Name]

Date: _____

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]