

Apartment Budget Planner

Property Address: _____

GENERAL

Most property owners and utility services require payment in a single transaction from the unit. This will require one person to collect money from the other roommates and pay the total sum from their account.

How will money be exchanged between roommates? (ex: venmo, check, cash) _____

How far in advance of a bill's due date will money be transferred? _____

How will you keep track of transactions? (ex: excel document, google doc, written records) _____

RENT

How much is the rent? _____

How will rent be paid? _____

Who is responsible for the final payment? _____

Note: If your rent must be paid with a certified check or bank transfer, schedule payments around bank holidays to avoid delays

UTILITIES

Are any utilities included? _____

How much is the water bill (monthly)? _____

How much is gas/electricity (monthly)? _____

How much is cable/internet (monthly)? _____

Will you share any other utilities? _____

DEPOSITS

How much is the security deposit? _____

How will you split the security deposit? _____

Will you be paying a pet deposit? _____

If so, will you split the pet deposit? _____

How will you return deposits later? _____

When will deposit be returned? _____

PAYMENTS

Who will pay the water bill? _____

Who will pay the gas/electricity bill? _____

Who will pay the cable/internet bill? _____

Who will pay any additional bills? _____

MONTHLY PAYMENT PLANNER

	Roommate 1	Roommate 2	Roommate 3	Roommate 4
Rent				
Cable/Internet				
Water				
Gas/Electric				
Other				
Total				