



Ashe Rental Agency, LLC

Vacation Rentals & Property Management

www.AsheCountyVacationRentals.com

P.O. Box 1023 • West Jefferson, NC 28694

NEW Location: 412 Backstreet, Downtown West Jefferson

Phone: 336-846-6800 • Fax: 336-846-6801

Email: AsheRentalAgency@gmail.com

Policies & Procedures

To Apply:

- Fully Signed & Completed Application
- Copy of ID
- Paid Application Fee
 - \$40 single tenant
 - \$50 couple
 - Multiple tenants: \$40 for 1st, each additional is \$25

Hold Policy:

- To secure first right to a property, a hold deposit of ½ of the full security deposit may be paid & submitted with a completed hold deposit form.
- Out of fairness to everyone, no verbal holds are permitted.

First Month's Rent Payment:

- Rents paid more than 10 days prior to move in may be paid in personal check, cash, etc.
- Rents paid within 10 days of move in **MUST BE** in cash, cashier's check, or money order **ONLY**
- **NO** personal checks will be accepted within 10 days of move in.

To Receive Keys:

1. Fully Signed Lease Agreement
2. Utilities Transferred
3. Application Fee Paid in Full
4. Security Deposit Paid in Full
5. Rent Paid in Full
6. Pet Fees Paid in Full
7. Fuel Pro-Rations Paid in Full