



Welcome to Verona! This quick guide is your introduction to the Verona at Renaissance HOA at a glance. We encourage you to explore our website, meet with the Welcome Committee, and reach out to our Association Manager.

Whether you own or rent here in Verona, there is so much to be enjoyed in our community and there are rules and restrictions that govern it. The Welcome Committee is happy to answer any questions and to personally welcome you to Verona! Their contact information is listed below.

As an introduction, the Verona at Renaissance Homeowners' Association (Verona HOA) is comprised of 244 homes located in the gated community within the Renaissance section (912 homes) of Sun City Center (roughly 6,600 homes). As well as being a part of the Verona HOA, each member is also required to be part of the Sun City Center Community Association (SCC CA) which provides all of the recreational facilities (orientation available every Wednesday @ 1:00 at Info Center at 901 Cherry Hill Drive), the Renaissance Maintenance Association (RMA) which is responsible for the landscaping along the major roads and support of our ponds, the Greater Sun City Center Beautification Association which is responsible for the landscaping along State Route 674 and be a Club Renaissance Social Member. Additional detail regarding each of these is located on our website at: www.MyVeronaHOA.com.

To get you started, the following is a check list to get you going as you get acclimated to Verona:

1. ☐ **Verona HOA Website:** Visit the Verona HOA website at www.MyVeronaHOA.com for information on everything from our Association Memberships, our Fee Schedules, our Board of Directors and Committees, our Governing Documents, how to submit a Work Order or Architectural Change Request, Emergency Information, Helpful Tips for Residents, and much, much more. To access the Residents Only page, contact the webmaster at Webmaster@MyVeronaHOA.com for the password.
2. ☐ **Local Services:** The HOA Website contains a list of local services that have been used and recommended by the Residents of Verona located at: <https://www.myveronahoa.com/local-info/local-services/>. This includes everything from Air Handling, Cleaning Services, Electricians/Plumbers, Handypersons, Pest Control and much, much more.
3. ☐ **Association Manager Information:** You should have received a Welcome Letter and information from Sunstate Association Management Group, along with a [Resident Occupancy Sheet](#). Please fill this out as soon as possible and send it to databasechanges@sunstatemanagement.com so that your contact information is correct for all communications. Additional contact information for our Association Management company is located on the right-hand column of the Verona HOA website at www.MyVeronaHOA.com.
4. ☐ **Authorization and Consent for Notice by Email:** Florida statutes allow an HOA and/or the Association Manager to send official notifications via email instead of by the U.S. Postal Service, thus saving the HOA money, so long as the resident has given authorization to do so in writing. There is an "[Authorization and Consent for Notice by Email](#)" form located on the [Verona HOA Website](#). Please fill this form out send a scanned version to President@MyVeronHOA.com.
5. ☐ **Home Owners' Association (HOA) Dues:** As a member of Verona, you are required to pay quarterly dues to the Verona HOA, annual dues to the Sun City Center Community Association (this includes a small fee that goes to the Sun City Center Beautification Association), annual dues to the Renaissance Maintenance Association, and annual dues for social membership to ClubLink' Club Renaissance. The specific amounts and dates due are listed on the home page of the [Verona HOA website](#).

6. **Verona Governing Documents:** The current versions of the governing documents including the Declaration of Covenants, Articles of Incorporation, Bylaws, Amendments, Rules & Regulations and other Guidelines are stored on the [Verona HOA Website/Governing Documents](#) page. The Rules & Regulations are a critical resource and could be updated periodically. *There are two important points you need to know from this document right now:*
- a. The first is that any change you wish to make to the exterior of your home such as paint, doors, landscaping, windows, or driveways requires written approval from the Architectural Committee (AC). The AC meets regularly to review applications and conduct site visits. The “[AC Request Form](#)” is included on the Form Page of the [Verona HOA Website](#). Please see the Homeowners Manual on the Governing Documents page for additional information on guidelines for modifications to your property.
 - b. The second is that Verona has specific regulations for homeowner responsibilities for maintaining their properties. Roofs, driveways, sidewalks, and street gutters are to be regularly power-washed and free of stains and mold. Properties are required to have a designated number of trees and mulched landscape beds. Compliance reviews on homes are done regularly. Homes failing compliance are notified. Non-compliance items must be fixed to avoid fines.
7. **Gate Access:** Our gates are controlled by either a FOB or through 2 different access codes as follows:
- a. **FOB**
Point the FOB at the Call Box and press the FOB Button.
 - Note: The sensor is in the Call Box, **NOT THE GATE**.
 - Pointing the FOB toward the gate will have very inconsistent results.
 - To obtain a new FOB, there is a “[Gate Action Request Form](#)” located on the [Verona HOA Website](#).
 - b. **Personal Code**
On the Call Box, Press the Asterisk [*] button and enter your 4-Digit Code.
 - This code is set-up by the Gate Committee.
 - Note: This code should never be given out to anyone other than Personal Family members.
 - To change this code number, utilize the “[Gate Action Request Form](#)”.
 - c. **Visitor Call Box Listing**
On the call box, your visitor should Press the Pound [#] button and scroll to find your name, and then dial then 3-digit number next to your name. They could also enter the 3-digit code listed by your name in the listing directly. This will ring the phone number assigned to your listing, and when you answer your phone, you can speak to the visitor through the call box. You can hit [6] on your phone, and the gate will open for your guest.
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8. **Email Distribution List:** There is a Verona Resident “Social” Email Distribution list that is used for non-HOA communications such as activity notices, general information, requests for service providers, etc. **THIS IS NOT AN OFFICIAL HOA DISTRIBUTION LIST.** If you would like to be added to that list, send an email to Webmaster@MyVeronaHOA.com with a request to be added to the Verona Email Distribution List and include:
- Full Name (both first & last)
 - Email Address
 - Street Address including House Number
 - Closing Date
9. **Trash, Lawn Waste, and Re-cycling:** Trash is picked up on Wednesday mornings and both trash and recycling is picked up on Saturdays, as early as 6 am. Only trash and recyclable containers provided by Hillsborough County shall be used for waste disposal. Containers shall be stored in the garage and set out after 6:00pm on the day before pickup and removed before 6:00pm on the day of pickup. The containers shall be positioned on the homeowner's property side of the curb with the handle facing the residence. Containers shall be separated a minimum of three (3) feet for removal truck access. A “Waste Container Positioning for Pickup” document and a link to the Hillsborough County Waste & Recycling website is located on the [Verona HOA Website/Tips for Owners](#).
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Again, welcome to Verona!

Jim Sears, Verona HOA President: President@MyVeronaHOA.com

Peter Hyjek, Welcome Committee: Webmaster@MyVeronaHOA.com

Revision 7/31/2026



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