Web Site Migration Checklist
(Client)

Purpose

The purpose of this checklist is to identify client requirements for the migration of a Web Site.

Checklist

Website Name: _____   **Due Date:**_____

Project Officer: _____

1. **Purpose of the Website:**
_____
_____
_____
_____
_____

2. **Software Requirements:**
_____
_____
_____

3. **Server Requirements:**
_____
_____
_____
_____
_____

4. **Code used for the Site:**
_____

5. **Does any Application Code exist?**
_____

6. **Database Used:**
_____

7. **Points of Contact:**
_____
_____

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8. Who will maintain the site?

_____
_____

9. Where will the site be hosted?

_____
_____

10. When will the site need to be live?

_____