

Website Migration Checklist

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- Backup website files from existing host
- Backup database from existing host
- Record mailbox names and settings such as email forwards, auto replies etc
- □ Record any custom DNS records at existing host (if applicable)
- Signup for new account at <u>www.fasthit.net</u>
 - Is the chosen account sufficient to host your;
 - □ Website files (physical disk quota)
 - □ Database (DB Quota and MSSQL if required?
 - □ Does the traffic quota exceed your estimated traffic?
- □ Add domains to your new account
 - Enable any components you'll need in domain settings such as PHP
 - □ Contact FastHit to setup ColdFusion (if required)
 - Contact FastHit for Creating DSNs (if required)
 - □ Enable and install your SSL certificate (if required)
- □ Add mailboxes to your domain
- Upload website
- Replicate databases/user permissions on FastHit Servers (if required)
- □ Thoroughly test website using instant access domain alias
- \Box When tested 100%, re-delegate DNS to FastHit's name servers.
 - □ Primary: dns1.fasthit.net
 - □ Secondary: dns2.fasthit.net
- □ Change email settings such as outgoing (smtp) mail server.