Application Migration

Acceptance

Deliverable Acceptance Form

Prepared for

Enter the Application Team’s name

Prepared by

Enter author(s)

Date: Enter Date

Version: 1.0

| Submitted to | Submitted by | Submission Date | Acceptance Deadline |
| --- | --- | --- | --- |
| [Stakeholder Name] | [Migration PM] | [Enter Date] | [Submission date + xx Business Days (10 recommended)] |

The following Application(s) and associated servers have completed migration and are ready for customer-led Migration Acceptance Testing (MAT) activities as defined in the Statement of Work. The submission of this form begins the ten (10) business day Post Migration Support timeline.

This DAF can be used for individual Applications or multiple Applications migrated during the same Migration sprint.

| Application Name | Migration Strategy | Supporting Service(s) | Unit Name(s) |
| --- | --- | --- | --- |
| **Simple Example:**  Marketing App | Application Migration | N/A | Server1.contoso.com  Server2.contoso.com |
| **Medium Example:**  Accounting App | Application Migration | N/A | Server3.contoso.com  Server4.contoso.com |
| Infrastructure-as-Code Template (ARM) | Accounting App |
| Database Migration (SQL) | AccountingDB |
| **Complex Example:**  Manufacturing App | Clean Deployment | N/A | Server5.contoso.com  Server6.contoso.com |
| Infrastructure-as-Code Template (Terraform) | Manufacturing App |
| Database Migration (non-SQL) | ManufacturingDB |
| **Complex Example:**  Finance App | Application Migration | N/A | Server7.contoso.com  Server8.contoso.com |
| Clean Deployment | N/A | Server9.contoso.com  Server10.contoso.com |
| Infrastructure-as-Code Template (ARM) | Finance App |
| Database Migration (non-SQL) | FinanceDB  FinanceDB2 |
|  |  |  |  |

**Note:** [Insert App Owner/Team Name] must complete Migration Acceptance Testing (MAT) and respond to this form within ten (10) business days of its submission by the project team, and either accept or reject. If the deliverable is not accepted or rejected within ten (10) business days of submission, the project team will consider the deliverable to be accepted by the client. The ten (10) business day Post-Migration Support timeline will remain in effect for the full duration regardless of when MAT Acceptance is received.

| Deliverable Acceptance | |
| --- | --- |
| ⃣ Accept Deliverable | ⃣ Reject Deliverable with reason (noted below) |
| Date Reviewed: | |
| Name of Acceptor: | |
| Acceptor Signature: | |

| Conditions for Acceptance (if rejected) |
| --- |
| Reason for Rejection (if rejected): |
| Conditions for Acceptance: |