Client Website Hosting Handoff Checklist

Choose hosting for client websites and agree who owns the domain, pays renewals and maintains each site.

What to check

Domain and account owner

Put the domain and hosting account under the agreed owner's control. Confirm that the client can recover access when the project ends.

Software and maintenance

Record PHP and database requirements, licences and scheduled tasks. Agree who applies site and plugin updates.

Migration checks

Test the new site before switching DNS. Check forms, logins, payment integrations and email, then arrange the final data copy.

Handover and recovery

Give the client a service inventory, renewal dates and support contacts. Document backup access and how to restore the site.

Services to compare

Check the linked product pages for current prices, included resources, availability and terms.

cPanel hosting

A paid control-panel option for shared hosting. Check current setup and email availability before ordering.

WordPress

Hosting for WordPress sites, with PHP and database support. Check your themes, plugins and maintenance needs.

VPS

Self-managed virtual servers with administrator access. Check current resources, licence costs and backup requirements.

Migrations

Help planning the site, database and email transfer. Agree on the scope and cutover details before the move.

Plan the next steps

1. Match each site to shared, WordPress, VPS, or dedicated hosting
2. Keep client domains and hosting easier to track
3. Test the destination before switching traffic
4. Review capacity as the site grows

Your project notes

Keep this page with your project. Do not write passwords, private keys or other secrets here.

Project / website	
Software and data	
Service / full ongoing cost	
Account owner / administrator	
Backup location / restore test	
Move or launch date / rollback plan	

Ready for the next step?

Move a client site

View web hosting

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