

Internal Use	
Our Ref	
Customer ID	
Invoice No	

Free Migration Service Subscription Form

(Please complete the form in BLOCK letters)

Last Update: 8 Nov 2016

Section 1. Contact Information

Company:	
Address:	
Contact Person:	E-mail:
Tel:	Fax:

Section 2. Migration Information

PacHosting will create mailboxes, migrate web content and mailbox data on server.

If client wishes to migrate other items, please contact our Sales Department at sales@pachosting.com.hk for more information.

Mailboxes	Mail Server: _____		
	Server type: <input type="radio"/> POP3 <input type="radio"/> IMAP (can check with existing hosting provider)		
	Webmail URL: _____		
		Email Address	Mailbox Password
	1		
	2		
3			
4			
5			
(For more than 5 users, please attach a list in Word/ Excel format for checking)			
Mail Admin	Control Panel URL : _____		
	Login : _____ Password : _____		
Domain Registrar Control Panel	URL : _____		
	Login : _____ Password : _____		
Web Content	FTP Host / Control Panel URL : _____		
	FTP / Control Panel Login : _____		
	FTP / Control Panel Password : _____		
	Database: <input type="radio"/> Yes <input type="radio"/> No		
	Database login : _____ Password : _____		

Section 3. Declaration and Acknowledgement

I hereby declare and acknowledge that:

1. The request form is for purpose of checking migration feasibility; PacHosting reserves the right to end the migration progress at any time.
2. Migration of web content and mailboxes creation would be performed in 3-7 business days upon receiving all necessary information and payment successfully made.
3. The time need for migration may be affected by below factors: number of mailbox/ total storage of mailbox/ connection speed of existing hosting provider. Therefore, we cannot guarantee an exact estimated time needed for migration.
4. For email migration, client can choose to have DNS update before or after migration.
 - DNS update before migration: All old emails in mailbox cannot be checked during the migration.
 - DNS update after migration: Some incoming/ outgoing emails may be lost during migration process.
5. Migration will only be performed once. Modifications made on existing web server during/after migration are not included.
6. Customer is responsible for any coordination with previous hosting provider.
7. PacHosting does not bear responsibility in case of any forms of loss related to migration failure.
8. Customer is solely responsible for reporting any issues occurred to PacHosting within 7 days after the migration has been completed.
9. All the submitted information is correct and the stated terms & conditions has been read and agreed.
 The Terms of Service is located at: http://www.pachosting.hk/en/company/terms_of_service.php

 Authorized Signature and Company Chop

 Date