

Statement of Work (SOW): Project Overview & Objectives

Project Name:	Migration of Legacy Systems to Cloud
Date:	2024-07-15
Client:	Acme Corporation
Prepared By:	Jane Doe, Project Manager

Project Overview

The purpose of this project is to facilitate a seamless migration of Acme Corporation's legacy IT infrastructure to a secure and scalable cloud environment. The initiative aims to enhance system performance, increase business agility, and reduce long-term operational costs.

Project Objectives

- Assess and document existing infrastructure, applications, and data for migration readiness.
- Design a scalable cloud architecture that meets Acme Corporation's current and future business needs.
- Execute the migration of applications, data, and supporting services to the selected cloud platform with minimal downtime.
- Ensure proper configuration, security, and compliance in the new cloud environment.
- Provide training and detailed documentation to Acme Corporation's IT staff post-migration.

Important Notes

- The SOW clearly defines project scope, deliverables, and objectives for mutual understanding between parties.
- It is a legally binding document once signed by both parties.
- Changes to scope or objectives should go through a formal change control process.
- Carefully review and clarify any ambiguities before approval.
- Attachments or referenced documents may form part of the official SOW.