



VMware Migration Planning Checklist

Know your options before your renewal, and move only when the plan is proven.

START EARLY

Begin six to nine months before your VMware renewal. Each section gathers what you need to compare renewing, moving to another hypervisor, or moving into a private cloud.

1 Know your renewal

- ☐ Renewal date, and the date you need a decision
- ☐ Current license and support terms, and what changes at renewal
- ☐ Host and CPU core counts (pricing is often per core)
- ☐ A written renewal quote to compare against the alternatives
- ☐ Who owns the budget and who approves the decision

3 Map applications and dependencies

- ☐ Critical applications, owners, and tolerable downtime and data loss
- ☐ Dependencies: databases, file shares, sign-in, license servers
- ☐ Vendor support statements for your target platform
- ☐ Appliances supplied only as VMware images
- ☐ Software licensed to hardware IDs, MAC addresses, or USB keys
- ☐ Blackout dates: month-end close, audits, seasonal peaks

2 Inventory your environment

- ☐ Hosts: model, sockets and cores, memory, firmware, warranty dates
- ☐ Features in use: HA, DRS, vMotion, distributed switches, vSAN, NSX
- ☐ Every VM: name, owner, OS, vCPU, memory, disks, snapshots
- ☐ Storage: platform, capacity used, growth, performance needs
- ☐ Networking: VLANs, IP ranges, switch and firewall configuration
- ☐ Tools that depend on vCenter: backup, monitoring, automation

4 Check licensing beyond VMware

- ☐ Windows Server licensing for the target hosts
- ☐ SQL Server and other per-core or per-host licenses
- ☐ Backup, security, and monitoring licenses tied to the platform
- ☐ Support contracts that require a specific hypervisor

5 Compare your three paths

	Renew VMware	Another hypervisor, your hardware	Move into a private cloud
BEST WHEN	You rely on VMware-only features, or the renewal cost fits your budget	Your servers have useful life left and your team can run a new platform	Hardware is aging and you'd rather not own or maintain servers
WHAT CHANGES	Little day to day. Cost and contract terms change.	Hypervisor, management tools, and possibly backup software	Where workloads run. Hosting becomes a monthly service.
WATCH FOR	Multi-year commitments and price changes at the next renewal	Feature gaps, driver changes, and staff training time	Connectivity to your offices, data transfer time, application licensing



6 Confirm technical compatibility

- ☐ Each guest OS version is supported on the target platform
- ☐ Plan to remove VMware Tools and install new storage and network drivers
- ☐ Boot settings match: BIOS or UEFI, Secure Boot, virtual TPM
- ☐ Disk format conversion, plus free space for copies during the move
- ☐ Encrypted VMs, GPU, and USB passthrough
- ☐ Static IP addresses and anything tied to a MAC address

8 Pilot first, then move in waves

- ☐ Pilot with a low-risk application, with success checks defined up front
- ☐ The application owner signs off before the next wave starts
- ☐ Remaining workloads are grouped into waves by dependency and risk
- ☐ Users and stakeholders know each maintenance window in advance
- ☐ After each move, check performance, access, backups, and monitoring

10 Decision summary

	Renew VMware	Another hypervisor	Private cloud
3-YEAR COST			
MIGRATION EFFORT			
RISK			
DECISION			

7 Protect your way back

- ☐ A fresh, verified backup of every VM before it moves
- ☐ Backup software supports the new platform, and a restore has been tested there
- ☐ A written rollback plan and the conditions that trigger it
- ☐ Original VMs are kept powered off, not deleted, until sign-off

9 Finish the job after cutover

- ☐ Monitoring and alerting are running on the new platform
- ☐ Documentation and runbooks are updated
- ☐ Your team is trained on the new management tools
- ☐ Old hosts are decommissioned and their disks securely wiped
- ☐ Unneeded VMware licenses and support are cancelled on time

Want a second set of eyes?

Our engineers will review your environment, compare your options against your real workloads, and send a one-page summary within five business days.

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