

All clients

PREPARED BY
Harbour IT

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MICROSOFT 365 TENANT
3 clients

Mailboxes answering mail with an out-of-office reply, who outside hears it, and replies that have been on so long they look forgotten.

Filtered view. Mailboxes with an automatic reply: 3 of 12 rows, State is Scheduled. The headline figures cover every row.

Mailboxes with an automatic reply 3

3 mailboxes are answering mail with an automatic reply now, 3 of them to people outside the organisation too. Checked 4 mailboxes. Replies on for over 30 days on an active account are flagged: they're often left on after someone is back. Turn one off in Outlook (Settings > Mail > Automatic replies) or, as an admin, in the Exchange admin centre (Recipients > Mailboxes > the mailbox > Others > Automatic replies).

Client	Mailbox	Type	State	From	Until	Replies outside the organisation	First seen on	Account	Reply to colleagues	Reply to outside senders
Contoso Legal LLP	william.clark@contoso.example	User	Scheduled	18 Oct 2026	1 Nov 2026	Everyone	–	Active	I'm on holiday from next Monday for two weeks.	I'm on holiday from next Monday for two weeks.
Fabrikam Dental Group	owen.smith@fabrikam.example	User	Scheduled	18 Oct 2026	1 Nov 2026	Everyone	–	Active	I'm on holiday from next Monday for two weeks.	I'm on holiday from next Monday for two weeks.
Northwind Traders	hannah.patel@northwindtraders.example	User	Scheduled	18 Oct 2026	1 Nov 2026	Everyone	–	Active	I'm on holiday from next Monday for two weeks.	I'm on holiday from next Monday for two weeks.

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