

## All clients

PREPARED BY  
Harbour ITDATE  
13 Oct 2026DATA COLLECTED  
13 Oct 2026, 04:00 UTCMICROSOFT 365 TENANT  
3 clients

Users, teams and Microsoft 365 groups in the recycle bin, with the licences they held and the days left to restore each before Microsoft deletes it for good after 30 days.

**Filtered view.** Deleted users: 9 of 9 rows, 1 column hidden. The headline figures cover every row.

Deleted users 9 3 to review

Accounts deleted in the last 30 days that can still be restored with their mailbox, OneDrive, group memberships and licences. Licensed members with 7 days or less left are flagged.

| Flag     | Name                | Sign-in name                       | Type   | Department | Licences it held               | Deleted on  | Deleted for good on | Days left | Ends within |
|----------|---------------------|------------------------------------|--------|------------|--------------------------------|-------------|---------------------|-----------|-------------|
| ● Low    | Old Guest           | du2old_guest#EXT#@contoso.example  | Guest  | –          | –                              | 17 Sep 2026 | 17 Oct 2026         | 3         | 7 days      |
| ● Medium | Dan Redford Leaver  | du1dan@contoso.example             | Member | Sales      | Microsoft 365 Business Premium | 18 Sep 2026 | 18 Oct 2026         | 4         | 7 days      |
|          | Eve Lambert Recent  | du3eve@contoso.example             | Member | Finance    | Microsoft 365 Business Premium | 10 Oct 2026 | 9 Nov 2026          | 26        | 30 days     |
| ● Low    | Old Guest           | du2old_guest#EXT#@fabrikam.example | Guest  | –          | –                              | 17 Sep 2026 | 17 Oct 2026         | 3         | 7 days      |
| ● Medium | Daniel Frost Leaver | du1dan@fabrikam.example            | Member | Sales      | Microsoft 365 Business Premium | 18 Sep 2026 | 18 Oct 2026         | 4         | 7 days      |
|          | Evelyn Shaw Recent  | du3eve@fabrikam.example            | Member | Finance    | Microsoft 365 Business Premium | 10 Oct 2026 | 9 Nov 2026          | 26        | 30 days     |

| Flag     | Name                   | Sign-in name                               | Type   | Department | Licences it held               | Deleted on  | Deleted for good on | Days left | Ends within |
|----------|------------------------|--------------------------------------------|--------|------------|--------------------------------|-------------|---------------------|-----------|-------------|
| ● Low    | Old Guest              | du2old_guest#EXT#@northwindtraders.example | Guest  | –          | –                              | 17 Sep 2026 | 17 Oct 2026         | 3         | 7 days      |
| ● Medium | Dan Whitaker<br>Leaver | du1dan@northwindtraders.example            | Member | Sales      | Microsoft 365 Business Premium | 18 Sep 2026 | 18 Oct 2026         | 4         | 7 days      |
|          | Eve Sinclair<br>Recent | du3eve@northwindtraders.example            | Member | Finance    | Microsoft 365 Business Premium | 10 Oct 2026 | 9 Nov 2026          | 26        | 30 days     |

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 13 Oct 2026, 04:00 UTC.