

All clients

PREPARED BY
Harbour IT

DATE
14 Oct 2026

DATA COLLECTED
14 Oct 2026, 04:00 UTC

MICROSOFT 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.

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	Client	Name	Sign-in name	Type	Department	Licences it held	Deleted on	Deleted for good on	Days left	Ends within
● Low	Contoso Legal LLP	Old Guest	du2old_guest#EXT#@contoso.example	Guest	–	–	18 Sep 2026	18 Oct 2026	3	7 days
● Medium	Contoso Legal LLP	Dan Redford Leaver	du1dan@contoso.example	Member	Sales	Microsoft 365 Business Premium	19 Sep 2026	19 Oct 2026	4	7 days
	Contoso Legal LLP	Eve Lambert Recent	du3eve@contoso.example	Member	Finance	Microsoft 365 Business Premium	11 Oct 2026	10 Nov 2026	26	30 days
● Low	Fabrikam Dental Group	Old Guest	du2old_guest#EXT#@fabrikam.example	Guest	–	–	18 Sep 2026	18 Oct 2026	3	7 days
● Medium	Fabrikam Dental Group	Daniel Frost Leaver	du1dan@fabrikam.example	Member	Sales	Microsoft 365 Business Premium	19 Sep 2026	19 Oct 2026	4	7 days
	Fabrikam Dental Group	Evelyn Shaw Recent	du3eve@fabrikam.example	Member	Finance	Microsoft 365 Business Premium	11 Oct 2026	10 Nov 2026	26	30 days
● Low	Northwind Traders	Old Guest	du2old_guest#EXT#@northwindtraders.example	Guest	–	–	18 Sep 2026	18 Oct 2026	3	7 days

Flag	Client	Name	Sign-in name	Type	Department	Licences it held	Deleted on	Deleted for good on	Days left	Ends within
● Medium	Northwind Traders	Dan Whitaker Leaver	du1dan@northwindtraders. example	Member	Sales	Microsoft 365 Business Premium	19 Sep 2026	19 Oct 2026	4	7 days
	Northwind Traders	Eve Sinclair Recent	du3eve@northwindtraders. example	Member	Finance	Microsoft 365 Business Premium	11 Oct 2026	10 Nov 2026	26	30 days

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