MAILBOX HOLDS AND ARCHIVING: EVERY MAILBOX

# All clients

Harbour IT

| PREPARED BY | DATE | CLIENTS |
|---|---|---|
| Harbour IT | 29 Nov 2026 | 3 |

Which mailboxes are on litigation hold or have an archive, leavers' mailboxes that aren't held, and large mailboxes that need an archive.

**Filtered view.** Every mailbox: 121 of 121 rows, 1 column hidden. The headline figures cover every row.

## Every mailbox 121 3 to review

3 of 23 mailboxes are on litigation hold, 1 is kept by a retention policy or eDiscovery hold, and 5 have an archive turned on.

| Flag | Client | Mailbox | Type | Account | Litigation hold | Archive | Mailbox size |
|---|---|---|---|---|---|---|---|
| | Contoso Legal LLP | accounts@contoso.example | Shared | Sign-in blocked | Yes | No | 44.8 GB |
| | Contoso Legal LLP | annabel.fraser@contoso.example | User | Active | No | Yes | 13.1 GB |
| | Contoso Legal LLP | boardroom@contoso.example | Room | Sign-in blocked | No | No | 102.4 MB |
| Medium | Contoso Legal LLP | bobby.marsh@contoso.example | User | Sign-in blocked | No | No | 25.0 GB |
| | Contoso Legal LLP | ella.thomas@contoso.example | User | Active | No | Yes | 26.6 GB |
| | Contoso Legal LLP | evie.davis@contoso.example | User | Active | No | No | 47.2 GB |
| | Contoso Legal LLP | info@contoso.example | Shared | Sign-in blocked | No | No | 6.4 GB |
| | Contoso Legal LLP | jack.white@contoso.example | User | Active | No | Yes | 22.3 GB |
| | Contoso Legal LLP | jacob.johnson@contoso.example | User | Active | No | No | 7.5 GB |
| | Contoso Legal LLP | joseph.morris@contoso.example | User | Active | No | No | 25.1 GB |
| | Contoso Legal LLP | lily.harrison@contoso.example | User | Active | No | Yes | 26.6 GB |

| Flag | Client | Mailbox | Type | Account | Litigation hold | Archive | Mailbox size |
|---|---|---|---|---|---|---|---|
| | Contoso Legal LLP | megan.smith@contoso.example | User | Active | No | No | 26.9 GB |
| | Contoso Legal LLP | noah.clark@contoso.example | User | Active | No | No | 21.2 GB |
| | Contoso Legal LLP | oliver.hill@contoso.example | User | Active | No | No | 45.6 GB |
| | Contoso Legal LLP | olivia.ward@contoso.example | User | Active | Yes | No | 12.5 GB |
| | Contoso Legal LLP | olivia.wilson@contoso.example | User | Active | No | No | 24.6 GB |
| | Contoso Legal LLP | owen.taylor@contoso.example | User | Active | No | No | 18.8 GB |
| | Contoso Legal LLP | priya.hughes@contoso.example | User | Active | No | No | 28.1 GB |
| | Contoso Legal LLP | reception@contoso.example | Shared | Active | No | No | 18.9 GB |
| | Contoso Legal LLP | rhys.evans@contoso.example | User | Active | Yes | Yes | 3.0 GB |
| | Contoso Legal LLP | sophie.taylor@contoso.example | User | Active | No | No | 23.4 GB |
| | Contoso Legal LLP | william.allen@contoso.example | User | Active | No | No | 4.1 GB |
| | Contoso Legal LLP | william.clark@contoso.example | User | Active | No | No | 2.1 GB |
| | Fabrikam Dental Group | aaron.smith@fabrikam.example | User | Active | No | No | 15.5 GB |
| | Fabrikam Dental Group | accounts@fabrikam.example | Shared | Sign-in blocked | Yes | No | 44.8 GB |
| | Fabrikam Dental Group | aisha.brown@fabrikam.example | User | Active | No | No | 47.2 GB |
| | Fabrikam Dental Group | amelia.jackson@fabrikam.example | User | Active | No | Yes | 8.7 GB |
| | Fabrikam Dental Group | amelia.khan@fabrikam.example | User | Active | No | No | 12.2 GB |
| | Fabrikam Dental Group | anna.kowalski@fabrikam.example | User | Active | No | Yes | 15.0 GB |
| | Fabrikam Dental Group | arthur.lee@fabrikam.example | User | Active | No | No | 4.9 GB |
| | Fabrikam Dental Group | arthur.williams@fabrikam.example | User | Active | No | No | 3.9 GB |
| | Fabrikam Dental Group | ava.jackson@fabrikam.example | User | Active | No | No | 30.1 GB |
| | Fabrikam Dental Group | ava.moore@fabrikam.example | User | Active | No | Yes | 18.1 GB |
| | Fabrikam Dental Group | ava.thomas@fabrikam.example | User | Active | No | No | 16.1 GB |

| Flag | Client | Mailbox | Type | Account | Litigation hold | Archive | Mailbox size |
|---|---|---|---|---|---|---|---|
| Medium | Fabrikam Dental Group | ben.okafor@fabrikam.example | User | Sign-in blocked | No | No | 7.4 GB |
| | Fabrikam Dental Group | boardroom@fabrikam.example | Room | Sign-in blocked | No | No | 102.4 MB |
| | Fabrikam Dental Group | callum.turner@fabrikam.example | User | Active | No | No | 27.7 GB |
| | Fabrikam Dental Group | chloe.jackson@fabrikam.example | User | Active | No | No | 3.9 GB |
| | Fabrikam Dental Group | ella.evans@fabrikam.example | User | Active | No | No | 17.2 GB |
| | Fabrikam Dental Group | ella.hughes@fabrikam.example | User | Active | Yes | No | 2.7 GB |
| | Fabrikam Dental Group | ethan.jones@fabrikam.example | User | Active | No | Yes | 12.6 GB |
| | Fabrikam Dental Group | freya.evans@fabrikam.example | User | Active | No | Yes | 12.3 GB |
| | Fabrikam Dental Group | george.baker@fabrikam.example | User | Active | No | No | 7.1 GB |
| | Fabrikam Dental Group | george.walker@fabrikam.example | User | Active | No | Yes | 20.2 GB |
| | Fabrikam Dental Group | george.williams@fabrikam.example | User | Active | No | No | 23.6 GB |
| | Fabrikam Dental Group | henry.roberts@fabrikam.example | User | Active | No | No | 18.5 GB |
| | Fabrikam Dental Group | info@fabrikam.example | Shared | Sign-in blocked | No | No | 6.4 GB |
| | Fabrikam Dental Group | isla.scott@fabrikam.example | User | Active | No | No | 30.9 GB |
| | Fabrikam Dental Group | jack.lee@fabrikam.example | User | Active | Yes | Yes | 22.3 GB |
| | Fabrikam Dental Group | jack.roberts@fabrikam.example | User | Active | No | No | 21.5 GB |
| | Fabrikam Dental Group | jack.ward@fabrikam.example | User | Active | Yes | No | 18.8 GB |
| | Fabrikam Dental Group | leo.harrison@fabrikam.example | User | Active | No | No | 28.2 GB |
| | Fabrikam Dental Group | lily.khan@fabrikam.example | User | Active | No | No | 23.6 GB |
| | Fabrikam Dental Group | lily.watson@fabrikam.example | User | Active | No | No | 8.0 GB |
| | Fabrikam Dental Group | lily.white@fabrikam.example | User | Active | No | Yes | 14.5 GB |
| | Fabrikam Dental Group | megan.green@fabrikam.example | User | Active | No | No | 16.2 GB |
| | Fabrikam Dental Group | megan.king@fabrikam.example | User | Active | No | No | 4.9 GB |

| Flag | Client | Mailbox | Type | Account | Litigation hold | Archive | Mailbox size |
|---|---|---|---|---|---|---|---|
| | Fabrikam Dental Group | noah.harris@fabrikam.example | User | Active | No | No | 31.0 GB |
| | Fabrikam Dental Group | noah.wood@fabrikam.example | User | Active | No | No | 26.6 GB |
| | Fabrikam Dental Group | olivia.taylor@fabrikam.example | User | Active | No | No | 24.0 GB |
| | Fabrikam Dental Group | oscar.smith@fabrikam.example | User | Active | No | Yes | 9.6 GB |
| | Fabrikam Dental Group | owen.khan@fabrikam.example | User | Active | No | Yes | 10.7 GB |
| | Fabrikam Dental Group | owen.patel@fabrikam.example | User | Active | No | Yes | 20.4 GB |
| | Fabrikam Dental Group | owen.robinson@fabrikam.example | User | Active | No | No | 27.4 GB |
| | Fabrikam Dental Group | owen.scott@fabrikam.example | User | Active | No | No | 18.2 GB |
| | Fabrikam Dental Group | owen.smith@fabrikam.example | User | Active | No | No | 23.1 GB |
| | Fabrikam Dental Group | owen.turner@fabrikam.example | User | Active | No | No | 31.2 GB |
| | Fabrikam Dental Group | priya.williams@fabrikam.example | User | Active | Yes | No | 8.4 GB |
| | Fabrikam Dental Group | reception@fabrikam.example | Shared | Active | No | No | 18.9 GB |
| | Fabrikam Dental Group | rhys.hall@fabrikam.example | User | Active | No | No | 23.8 GB |
| | Fabrikam Dental Group | rhys.scott@fabrikam.example | User | Active | No | No | 12.8 GB |
| | Fabrikam Dental Group | rhys.walker@fabrikam.example | User | Active | No | No | 25.4 GB |
| | Fabrikam Dental Group | ruby.clark@fabrikam.example | User | Active | No | Yes | 16.1 GB |
| | Fabrikam Dental Group | ruby.davies@fabrikam.example | User | Active | Yes | Yes | 24.4 GB |
| | Fabrikam Dental Group | ruby.wood@fabrikam.example | User | Active | No | No | 12.7 GB |
| | Fabrikam Dental Group | thomas.allen@fabrikam.example | User | Active | No | No | 20.6 GB |
| | Fabrikam Dental Group | thomas.johnson@fabrikam.example | User | Active | Yes | No | 10.4 GB |
| | Fabrikam Dental Group | thomas.robinson@fabrikam.example | User | Active | No | No | 45.6 GB |
| | Fabrikam Dental Group | william.lewis@fabrikam.example | User | Active | No | No | 12.9 GB |
| | Fabrikam Dental Group | william.wood@fabrikam.example | User | Active | No | Yes | 2.1 GB |

| Flag | Client | Mailbox | Type | Account | Litigation hold | Archive | Mailbox size |
|---|---|---|---|---|---|---|---|
| | Fabrikam Dental Group | zara.edwards@fabrikam.example | User | Active | No | No | 19.2 GB |
| | Northwind Traders | aaron.watson@northwindtraders.example | User | Active | No | No | 19.7 GB |
| | Northwind Traders | accounts@northwindtraders.example | Shared | Sign-in blocked | Yes | No | 44.8 GB |
| | Northwind Traders | alfie.roberts@northwindtraders.example | User | Active | No | No | 9.9 GB |
| | Northwind Traders | alfie.scott@northwindtraders.example | User | Active | No | No | 22.4 GB |
| | Northwind Traders | amelia.watson@northwindtraders.example | User | Active | Yes | No | 27.3 GB |
| | Northwind Traders | ann.patel@northwindtraders.example | User | Active | No | Yes | 7.3 GB |
| | Northwind Traders | arthur.evans@northwindtraders.example | User | Active | No | No | 4.9 GB |
| | Northwind Traders | boardroom@northwindtraders.example | Room | Sign-in blocked | No | No | 102.4 MB |
| | Northwind Traders | ella.baker@northwindtraders.example | User | Active | No | No | 21.0 GB |
| | Northwind Traders | ethan.green@northwindtraders.example | User | Active | No | Yes | 10.1 GB |
| | Northwind Traders | george.roberts@northwindtraders.example | User | Active | No | No | 15.6 GB |
| | Northwind Traders | george.robinson@northwindtraders.example | User | Active | No | No | 11.4 GB |
| | Northwind Traders | grace.taylor@northwindtraders.example | User | Active | No | No | 24.7 GB |
| | Northwind Traders | grace.wilson@northwindtraders.example | User | Active | No | No | 9.3 GB |
| | Northwind Traders | hannah.patel@northwindtraders.example | User | Active | No | No | 12.3 GB |
| | Northwind Traders | hannah.robinson@northwindtraders.example | User | Active | No | No | 47.2 GB |
| | Northwind Traders | harry.lee@northwindtraders.example | User | Active | No | No | 11.4 GB |
| | Northwind Traders | imogen.edwards@northwindtraders.example | User | Active | No | No | 19.5 GB |
| | Northwind Traders | info@northwindtraders.example | Shared | Sign-in blocked | No | No | 6.4 GB |
| | Northwind Traders | isla.evans@northwindtraders.example | User | Active | Yes | No | 30.5 GB |
| | Northwind Traders | jacob.hughes@northwindtraders.example | User | Active | No | Yes | 19.9 GB |
| | Northwind Traders | leo.evans@northwindtraders.example | User | Active | No | Yes | 26.9 GB |

| Flag | Client | Mailbox | Type | Account | Litigation hold | Archive | Mailbox size |
|---|---|---|---|---|---|---|---|
| | Northwind Traders | leo.morris@northwindtraders.example | User | Active | No | No | 1.5 GB |
| | Northwind Traders | leo.wright@northwindtraders.example | User | Active | No | Yes | 14.5 GB |
| | Northwind Traders | maya.martin@northwindtraders.example | User | Active | No | Yes | 6.2 GB |
| | Northwind Traders | megan.lee@northwindtraders.example | User | Active | No | No | 31.4 GB |
| | Northwind Traders | mia.hughes@northwindtraders.example | User | Active | No | No | 20.4 GB |
| | Northwind Traders | olivia.scott@northwindtraders.example | User | Active | Yes | No | 19.3 GB |
| | Northwind Traders | olivia.smith@northwindtraders.example | User | Active | No | No | 45.6 GB |
| | Northwind Traders | owen.taylor@northwindtraders.example | User | Active | No | No | 4.5 GB |
| | Northwind Traders | owen.white@northwindtraders.example | User | Active | No | No | 28.3 GB |
| | Northwind Traders | reception@northwindtraders.example | Shared | Active | No | No | 18.9 GB |
| | Northwind Traders | rhys.clark@northwindtraders.example | User | Active | No | Yes | 5.5 GB |
| | Northwind Traders | rhys.moore@northwindtraders.example | User | Active | No | No | 2.5 GB |
| ● Medium | Northwind Traders | robert.hughes@northwindtraders.example | User | Sign-in blocked | No | No | 19.2 GB |
| | Northwind Traders | ruby.hill@northwindtraders.example | User | Active | No | No | 14.5 GB |
| | Northwind Traders | ruby.taylor@northwindtraders.example | User | Active | No | Yes | 9.7 GB |
| | Northwind Traders | sophie.smith@northwindtraders.example | User | Active | Yes | Yes | 29.7 GB |
| | Northwind Traders | thomas.clarke@northwindtraders.example | User | Active | No | No | 23.7 GB |
| | Northwind Traders | zara.jackson@northwindtraders.example | User | Active | No | No | 8.3 GB |

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 29 Nov 2026, 10:48 UTC.