MAILBOX PERMISSIONS: BY MAILBOX

All clients

Harbour IT

PREPARED BY	DATE	CLIENTS
Harbour IT	29 Nov 2026	3

Who can open, send as or send on behalf of each mailbox, by person and by mailbox.

By mailbox 9

Who can get into each mailbox, and how.

Client	Mailbox	Type	Full access	Send as	Send on behalf
Contoso Legal LLP	accounts@contoso.example	Shared	annabel.fraser@contoso.example, bobby.marsh@contoso.example, evie.davis@contoso.example, jack.white@contoso.example, jacob.johnson@contoso.example, sam.carter_consultants.example#EXT#@contoso.onmicrosoft.com	annabel.fraser@contoso.example, jack.white@contoso.example	–
Contoso Legal LLP	info@contoso.example	Shared	annabel.fraser@contoso.example, jack.white@contoso.example, noah.clark@contoso.example, william.allen@contoso.example	annabel.fraser@contoso.example, jack.white@contoso.example	annabel.fraser@contoso.example
Contoso Legal LLP	reception@contoso.example	Shared	annabel.fraser@contoso.example, ella.thomas@contoso.example, joseph.morris@contoso.example, priya.hughes@contoso.example	annabel.fraser@contoso.example, joseph.morris@contoso.example	–
Fabrikam Dental Group	accounts@fabrikam.example	Shared	amelia.khan@fabrikam.example, anna.kowalski@fabrikam.example, ben.okafor@fabrikam.example, henry.roberts@fabrikam.example, owen.turner@fabrikam.example, sam.carter_consultants.example#EXT#@fabrikam.onmicrosoft.com	amelia.khan@fabrikam.example, anna.kowalski@fabrikam.example	–
Fabrikam Dental Group	info@fabrikam.example	Shared	aisha.brown@fabrikam.example, anna.kowalski@fabrikam.example, ava.jackson@fabrikam.example, chloe.jackson@fabrikam.example	anna.kowalski@fabrikam.example, ava.jackson@fabrikam.example	anna.kowalski@fabrikam.example
Fabrikam Dental Group	reception@fabrikam.example	Shared	aisha.brown@fabrikam.example, anna.kowalski@fabrikam.example, leo.harrison@fabrikam.example, owen.turner@fabrikam.example	anna.kowalski@fabrikam.example, leo.harrison@fabrikam.example	–
Northwind Traders	accounts@northwindtraders.example	Shared	ann.patel@northwindtraders.example, grace.taylor@northwindtraders.example, hannah.patel@northwindtraders.example, leo.wright@northwindtraders.example, robert.hughes@northwindtraders.example, sam.carter_consultants.example#EXT#@northwindtraders.onmicrosoft.com	ann.patel@northwindtraders.example, hannah.patel@northwindtraders.example	–

Client	Mailbox	Type	Full access	Send as	Send on behalf
Northwind Traders	info@northwindtraders.example	Shared	alfie.roberts@northwindtraders.example, ann.patel@northwindtraders.example, harry.lee@northwindtraders.example, isla.evans@northwindtraders.example	alfie.roberts@northwindtraders.example, ann.patel@northwindtraders.example	ann.patel@northwindtraders.example
Northwind Traders	reception@northwindtraders.example	Shared	alfie.roberts@northwindtraders.example, ann.patel@northwindtraders.example, rhys.moore@northwindtraders.example, ruby.hill@northwindtraders.example	ann.patel@northwindtraders.example, rhys.moore@northwindtraders.example	–

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, 04:00 UTC.