MAILBOX PERMISSIONS: EVERY PERMISSION

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.

Filtered view. Every permission: 6 of 63 rows, Mailbox is reception@northwindtraders.example. The headline figures cover every row.

Every permission 6

One row per permission, for filtering in Excel.

Client	Mailbox	Mailbox type	Person	Access	Account
Northwind Traders	reception@northwindtraders.example	Shared	alfie.roberts@northwindtraders.example	Full access	Active
Northwind Traders	reception@northwindtraders.example	Shared	ann.patel@northwindtraders.example	Full access	Active
Northwind Traders	reception@northwindtraders.example	Shared	ann.patel@northwindtraders.example	Send as	Active
Northwind Traders	reception@northwindtraders.example	Shared	rhys.moore@northwindtraders.example	Full access	Active
Northwind Traders	reception@northwindtraders.example	Shared	rhys.moore@northwindtraders.example	Send as	Active
Northwind Traders	reception@northwindtraders.example	Shared	ruby.hill@northwindtraders.example	Full access	Active

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.