SHAREPOINT STORAGE: LARGEST FOLDERS

# All clients

Harbour IT

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

What fills the tenant's SharePoint storage and what to clean up: sites, folders, large and old files, version history and recycle bins.

**Filtered view.** Largest folders: 81 of 81 rows, 1 column hidden. The headline figures cover every row.

## Largest folders 81

Size includes every version of every file inside. Folders inside a listed folder can appear too.

| Client | Folder | Size | Files | Share of library |
|---|---|---|---|---|
| Contoso Legal LLP | Client files | 53.1 GB | 5,316 | 42% |
| Contoso Legal LLP | Engagement letters | 30.8 GB | 4,821 | 24% |
| Contoso Legal LLP | Projects | 26.6 GB | 1,757 | 42% |
| Contoso Legal LLP | Payroll | 24.7 GB | 1,838 | 20% |
| Contoso Legal LLP | Projects | 22.2 GB | 6,649 | 42% |
| Contoso Legal LLP | Year end | 17.9 GB | 7,675 | 14% |
| Contoso Legal LLP | Archive | 15.4 GB | 4,825 | 24% |
| Contoso Legal LLP | Projects | 14.2 GB | 3,756 | 42% |
| Contoso Legal LLP | Archive | 12.9 GB | 3,086 | 24% |
| Contoso Legal LLP | Projects | 11.3 GB | 2,141 | 42% |
| Contoso Legal LLP | Templates | 8.9 GB | 4,137 | 14% |
| Contoso Legal LLP | Archive | 8.2 GB | 4,377 | 24% |
| Contoso Legal LLP | Templates | 7.5 GB | 2,901 | 14% |
| Contoso Legal LLP | Scans | 7.2 GB | 7,876 | 11% |
| Contoso Legal LLP | Archive | 6.6 GB | 7,706 | 24% |
| Contoso Legal LLP | Scans | 6.0 GB | 484 | 11% |
| Contoso Legal LLP | Shared | 5.2 GB | 4,124 | 8% |
| Contoso Legal LLP | Templates | 4.8 GB | 1,174 | 14% |
| Contoso Legal LLP | Shared | 4.3 GB | 3,675 | 8% |
| Contoso Legal LLP | Scans | 3.8 GB | 7,041 | 11% |
| Contoso Legal LLP | Templates | 3.8 GB | 3,006 | 14% |

| Client | Folder | Size | Files | Share of library |
|---|---|---|---|---|
| Contoso Legal LLP | Scans | 3.1 GB | 1,486 | 11% |
| Contoso Legal LLP | Shared | 2.8 GB | 2,789 | 8% |
| Contoso Legal LLP | Shared | 2.2 GB | 2,608 | 8% |
| Fabrikam Dental Group | X-rays 2019 | 183.6 GB | 6,285 | 42% |
| Fabrikam Dental Group | Consent forms | 125.3 GB | 3,989 | 42% |
| Fabrikam Dental Group | X-rays 2020 | 106.5 GB | 2,663 | 24% |
| Fabrikam Dental Group | Treatment plans | 72.7 GB | 6,517 | 24% |
| Fabrikam Dental Group | CBCT scans | 61.8 GB | 4,378 | 14% |
| Fabrikam Dental Group | Correspondence | 58.2 GB | 2,112 | 20% |
| Fabrikam Dental Group | Rotas | 57.2 GB | 5,836 | 32% |
| Fabrikam Dental Group | Referral images | 49.5 GB | 2,226 | 11% |
| Fabrikam Dental Group | Projects | 42.2 GB | 2,358 | 42% |
| Fabrikam Dental Group | Lab dockets | 42.1 GB | 6,637 | 14% |
| Fabrikam Dental Group | Intraoral photos | 35.8 GB | 437 | 8% |
| Fabrikam Dental Group | Policies | 33.2 GB | 8,664 | 19% |
| Fabrikam Dental Group | Projects | 27.4 GB | 956 | 42% |
| Fabrikam Dental Group | Projects | 27.0 GB | 4,790 | 42% |
| Fabrikam Dental Group | Equipment manuals | 26.6 GB | 8,641 | 15% |
| Fabrikam Dental Group | Archive | 24.5 GB | 7,627 | 24% |
| Fabrikam Dental Group | Compliance | 19.2 GB | 5,965 | 11% |
| Fabrikam Dental Group | Projects | 16.5 GB | 5,819 | 42% |
| Fabrikam Dental Group | Archive | 15.9 GB | 3,179 | 24% |
| Fabrikam Dental Group | Archive | 15.7 GB | 7,935 | 24% |
| Fabrikam Dental Group | Templates | 14.2 GB | 6,017 | 14% |
| Fabrikam Dental Group | Scans | 11.4 GB | 2,034 | 11% |
| Fabrikam Dental Group | Archive | 9.5 GB | 962 | 24% |
| Fabrikam Dental Group | Templates | 9.2 GB | 4,909 | 14% |
| Fabrikam Dental Group | Templates | 9.1 GB | 4,943 | 14% |
| Fabrikam Dental Group | Shared | 8.2 GB | 7,044 | 8% |
| Fabrikam Dental Group | Scans | 7.4 GB | 3,608 | 11% |
| Fabrikam Dental Group | Scans | 7.3 GB | 2,741 | 11% |
| Fabrikam Dental Group | Templates | 5.5 GB | 4,234 | 14% |
| Fabrikam Dental Group | Shared | 5.4 GB | 3,425 | 8% |

| Client | Folder | Size | Files | Share of library |
|---|---|---|---|---|
| Fabrikam Dental Group | Shared | 5.3 GB | 8,985 | 8% |
| Fabrikam Dental Group | Scans | 4.4 GB | 1,803 | 11% |
| Fabrikam Dental Group | Shared | 3.2 GB | 2,308 | 8% |
| Northwind Traders | Client files | 87.9 GB | 6,119 | 42% |
| Northwind Traders | Engagement letters | 51.0 GB | 6,712 | 24% |
| Northwind Traders | Projects | 44.0 GB | 3,118 | 42% |
| Northwind Traders | Payroll | 40.8 GB | 4,421 | 20% |
| Northwind Traders | Projects | 36.6 GB | 6,274 | 42% |
| Northwind Traders | Year end | 29.6 GB | 2,754 | 14% |
| Northwind Traders | Archive | 25.5 GB | 7,858 | 24% |
| Northwind Traders | Projects | 23.1 GB | 1,381 | 42% |
| Northwind Traders | Archive | 21.2 GB | 7,405 | 24% |
| Northwind Traders | Projects | 18.5 GB | 4,429 | 42% |
| Northwind Traders | Templates | 14.8 GB | 4,272 | 14% |
| Northwind Traders | Archive | 13.4 GB | 8,397 | 24% |
| Northwind Traders | Templates | 12.3 GB | 4,922 | 14% |
| Northwind Traders | Scans | 11.8 GB | 5,190 | 11% |
| Northwind Traders | Archive | 10.7 GB | 2,015 | 24% |
| Northwind Traders | Scans | 9.9 GB | 7,255 | 11% |
| Northwind Traders | Shared | 8.6 GB | 5,244 | 8% |
| Northwind Traders | Templates | 7.8 GB | 5,720 | 14% |
| Northwind Traders | Shared | 7.1 GB | 5,483 | 8% |
| Northwind Traders | Scans | 6.2 GB | 6,958 | 11% |
| Northwind Traders | Templates | 6.2 GB | 7,456 | 14% |
| Northwind Traders | Scans | 5.0 GB | 5,416 | 11% |
| Northwind Traders | Shared | 4.5 GB | 6,091 | 8% |
| Northwind Traders | Shared | 3.6 GB | 3,873 | 8% |

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, 00:25 UTC.