

All clients



PREPARED BY
Harbour IT

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13 Oct 2026

DATA COLLECTED
13 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
3 clients

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. Libraries: 16 of 23 rows, Highest version is 640, 1 column hidden. The headline figures cover every row.

Libraries 16

Every document library, largest first. Preservation Hold libraries hold copies kept by retention policies.

Client	Library	Current files	Older versions	Files	Highest version	Last change
Contoso Legal LLP	Clients / Documents	115.9 GB	10.7 GB	56	640	11 Oct 2026
Contoso Legal LLP	Finance / Documents	58.5 GB	4.8 GB	70	640	11 Oct 2026
Contoso Legal LLP	Operations / Documents	48.9 GB	4.0 GB	70	640	11 Oct 2026
Contoso Legal LLP	Marketing / Documents	31.2 GB	2.5 GB	70	640	11 Oct 2026
Contoso Legal LLP	Staff Intranet / Documents	24.9 GB	2.0 GB	70	640	11 Oct 2026
Fabrikam Dental Group	Imaging Archive / Documents	403.9 GB	33.3 GB	70	640	11 Oct 2026
Fabrikam Dental Group	Patient Records / Documents	273.1 GB	25.2 GB	56	640	11 Oct 2026
Fabrikam Dental Group	Finance / Documents	92.8 GB	7.6 GB	70	640	11 Oct 2026
Fabrikam Dental Group	Old Projects / Documents	60.3 GB	5.0 GB	70	640	11 Oct 2026
Fabrikam Dental Group	Marketing / Documents	59.4 GB	4.9 GB	70	640	11 Oct 2026
Fabrikam Dental Group	Staff Intranet / Documents	36.2 GB	3.0 GB	70	640	11 Oct 2026

Client	Library	Current files	Older versions	Files	Highest version	Last change
Northwind Traders	Clients / Documents	191.7 GB	17.7 GB	56	640	11 Oct 2026
Northwind Traders	Finance / Documents	96.7 GB	8.0 GB	70	640	11 Oct 2026
Northwind Traders	Operations / Documents	80.5 GB	6.6 GB	70	640	11 Oct 2026
Northwind Traders	Marketing / Documents	50.9 GB	4.2 GB	70	640	11 Oct 2026
Northwind Traders	Staff Intranet / Documents	40.7 GB	3.3 GB	70	640	11 Oct 2026

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