

# All clients



PREPARED BY  
Harbour IT

DATE  
14 Oct 2026

DATA COLLECTED  
14 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT  
3 clients

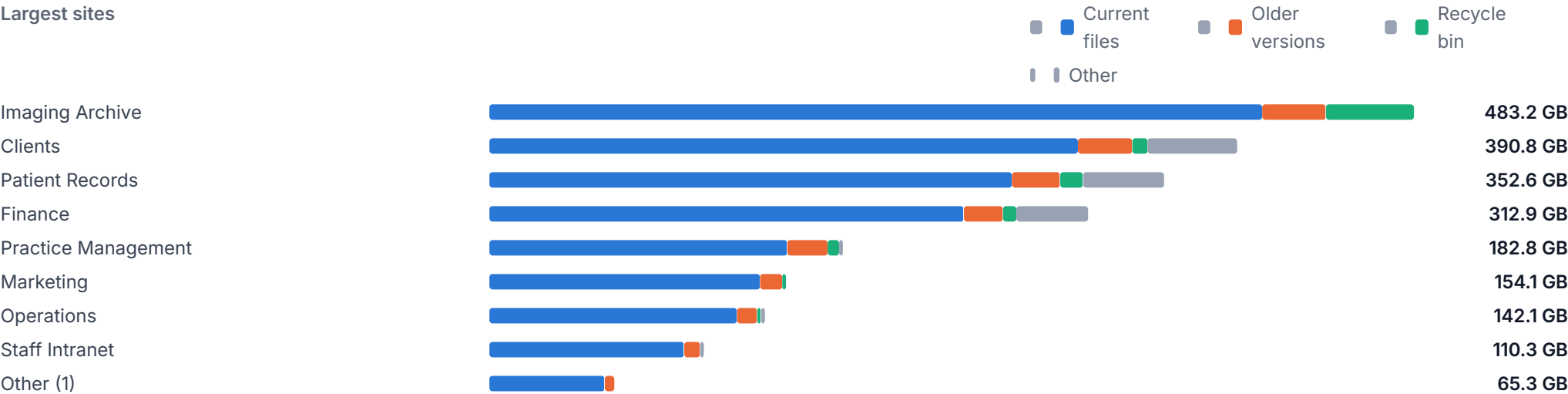
What fills the tenant's SharePoint storage and what to clean up: sites, folders, large and old files, version history and recycle bins.

Filtered view. Sites by storage: 17 of 17 rows, 1 column hidden. The headline figures cover every row.

## Sites by storage 17

Largest first. Storage used includes versions, the recycle bin and everything else on the site.

### Largest sites



| Client            | Site    | Storage used | Older versions | Recycle bin | Untouched 2+ years | Site limit     | Last change |
|-------------------|---------|--------------|----------------|-------------|--------------------|----------------|-------------|
| Contoso Legal LLP | Clients | 148.3 GB     | 10.7 GB        | 4.0 GB      | 75.5 GB            | Tenant storage | 12 Oct 2026 |

| Client                | Site                | Storage used | Older versions | Recycle bin | Untouched 2+ years | Site limit     | Last change |
|-----------------------|---------------------|--------------|----------------|-------------|--------------------|----------------|-------------|
| Contoso Legal LLP     | Finance             | 74.2 GB      | 4.8 GB         | 2.0 GB      | 38.4 GB            | Tenant storage | 12 Oct 2026 |
| Contoso Legal LLP     | Operations          | 53.9 GB      | 4.0 GB         | 1.0 GB      | 30.5 GB            | Tenant storage | 12 Oct 2026 |
| Contoso Legal LLP     | Marketing           | 33.7 GB      | 2.5 GB         | 0 bytes     | 20.9 GB            | Tenant storage | 12 Oct 2026 |
| Contoso Legal LLP     | Staff Intranet      | 27.0 GB      | 2.0 GB         | 0 bytes     | 16.0 GB            | Tenant storage | 12 Oct 2026 |
| Fabrikam Dental Group | Imaging Archive     | 483.2 GB     | 33.3 GB        | 46.0 GB     | 271.8 GB           | Tenant storage | 12 Oct 2026 |
| Fabrikam Dental Group | Patient Records     | 352.6 GB     | 25.2 GB        | 12.0 GB     | 167.2 GB           | Tenant storage | 12 Oct 2026 |
| Fabrikam Dental Group | Practice Management | 182.8 GB     | 21.1 GB        | 6.0 GB      | 106.0 GB           | Tenant storage | 14 Oct 2026 |
| Fabrikam Dental Group | Finance             | 117.5 GB     | 7.6 GB         | 3.0 GB      | 53.4 GB            | Tenant storage | 12 Oct 2026 |
| Fabrikam Dental Group | Marketing           | 65.3 GB      | 4.9 GB         | 1.0 GB      | 42.0 GB            | Tenant storage | 12 Oct 2026 |
| Fabrikam Dental Group | Old Projects        | 65.3 GB      | 5.0 GB         | 0 bytes     | 35.5 GB            | Tenant storage | 12 Oct 2026 |
| Fabrikam Dental Group | Staff Intranet      | 39.2 GB      | 3.0 GB         | 0 bytes     | 21.7 GB            | Tenant storage | 12 Oct 2026 |
| Northwind Traders     | Clients             | 242.5 GB     | 17.7 GB        | 4.0 GB      | 114.4 GB           | Tenant storage | 12 Oct 2026 |
| Northwind Traders     | Finance             | 121.2 GB     | 8.0 GB         | 2.0 GB      | 60.3 GB            | Tenant storage | 12 Oct 2026 |
| Northwind Traders     | Operations          | 88.2 GB      | 6.6 GB         | 1.0 GB      | 48.9 GB            | Tenant storage | 12 Oct 2026 |
| Northwind Traders     | Marketing           | 55.1 GB      | 4.2 GB         | 0 bytes     | 29.2 GB            | Tenant storage | 12 Oct 2026 |
| Northwind Traders     | Staff Intranet      | 44.1 GB      | 3.3 GB         | 0 bytes     | 27.1 GB            | Tenant storage | 12 Oct 2026 |

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 14 Oct 2026, 04:00 UTC.