

Northwind Traders



PREPARED BY
Harbour IT

DATE
14 Oct 2026

DATA COLLECTED
13 Oct 2026, 04:00 UTC

MICROSOFT 365 TENANT
northwindtraders.onmicrosoft.com

Every mailbox's size against its quota, largest share of quota first.

Filtered view. Mailboxes by size: 1 of 40 rows, Mailbox is ella.baker@northwindtraders.example, 1 column hidden. The headline figures cover every row.

Total size

706.5 GB

Across 40 mailboxes



Over 90% of quota

3

Sending stops at 100%



Largest

47.2 GB

Mailboxes by size 1

706.5 GB across 40 mailboxes. 3 are over 90% of quota: turn on the archive or clear old mail before sending stops.

Largest mailboxes

ella.baker@northwindtraders.example

21.0 GB

Mailbox	Type	Size	Stops sending at	Used	Recoverable items	Archive	Litigation hold
ella.baker@northwindtraders.example	User	21.0 GB	49.5 GB	42%	1.1 GB	No	–

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 13 Oct 2026, 04:00 UTC.