

Northwind Traders



PREPARED BY
Harbour IT

DATE
12 Oct 2026

DATA COLLECTED
12 Oct 2026, 06:36 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 olivia.smith@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 1 to review

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

olivia.smith@northwindtraders.example

45.6 GB

Flag	Mailbox	Type	Size	Stops sending at	Items	Recoverable items	Archive	Litigation hold
● Medium	olivia.smith@northwindtraders.example	User	45.6 GB	49.5 GB	109440	2.3 GB	No	–