

BOBBY MARSH

Contoso Legal LLP



PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	13 Oct 2026	12 Oct 2026, 17:16 UTC	contoso.onmicrosoft.com

Everything collected about the mailbox bobby.marsh@contoso.example.

Needs attention 1 Worst: low	Size 25.0 GB 50% of 49.5 GB	Others with access Nobody else Can open or send from it
Forwarding and rules No forwarding	Protocols Modern only	Phones and tablets 1 device Sync this mailbox

Needs attention 1

Flag	What	Area
● Low	The person's sign-in is blocked and the mailbox isn't on hold: once the licence goes, the mail goes with it. Put it on litigation hold or convert it to a shared mailbox if the client needs to keep it.	Mailbox

Mailbox 6

Detail	Value
Address	bobby.marsh@contoso.example
Type	User mailbox
Alias	bobby.marsh
Account	Bobby Marsh
Sign-in	Blocked
Licensed	Yes

Size and growth 4

Detail	Value
Size	25.0 GB of 49.5 GB (50%)
Items	59,928
Recoverable deleted items	1.2 GB
Stops sending at	49.5 GB

Size by month 2

The last collection of each month.

Month	Size	Change
2026-10	25.0 GB	+1.5 GB
2026-09	23.5 GB	–

Forwarding and inbox rules 1

Detail	Value
Forwarding set by an admin	None

Who can open or send from it 1

Note
No one else has full access, send as or send on behalf.

Protocols and settings 5

Detail	Value
Older protocols allowed	None
Mailbox auditing	On
Hidden from the address book	No
Archive	Off
Litigation hold	Off

Automatic reply 5

Detail	Value
State	On
Replies outside the organisation	Everyone
First seen on	12 Oct 2026 (yesterday)
Reply to colleagues	Bobby Marsh has left the company. Please contact annabel.fraser@contoso.example instead.
Reply to outside senders	Bobby Marsh has left the company. Please contact annabel.fraser@contoso.example instead.

Devices 1

Device	Platform	App	Access	First sync	Last sync
SM-S918B	Android	Mail app (ActiveSync)	Allowed	30 Nov 2025	10 Oct 2026

Email activity 1

Detail	Value
Last email activity	None in the report period

Open findings 1 1 to review

Flag	Check	Detail	First seen
● Medium	No licences on disabled accounts	Disabled, holding 1 licence	7 Sep 2026

History 0

No changes recorded yet.

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 12 Oct 2026, 17:16 UTC.