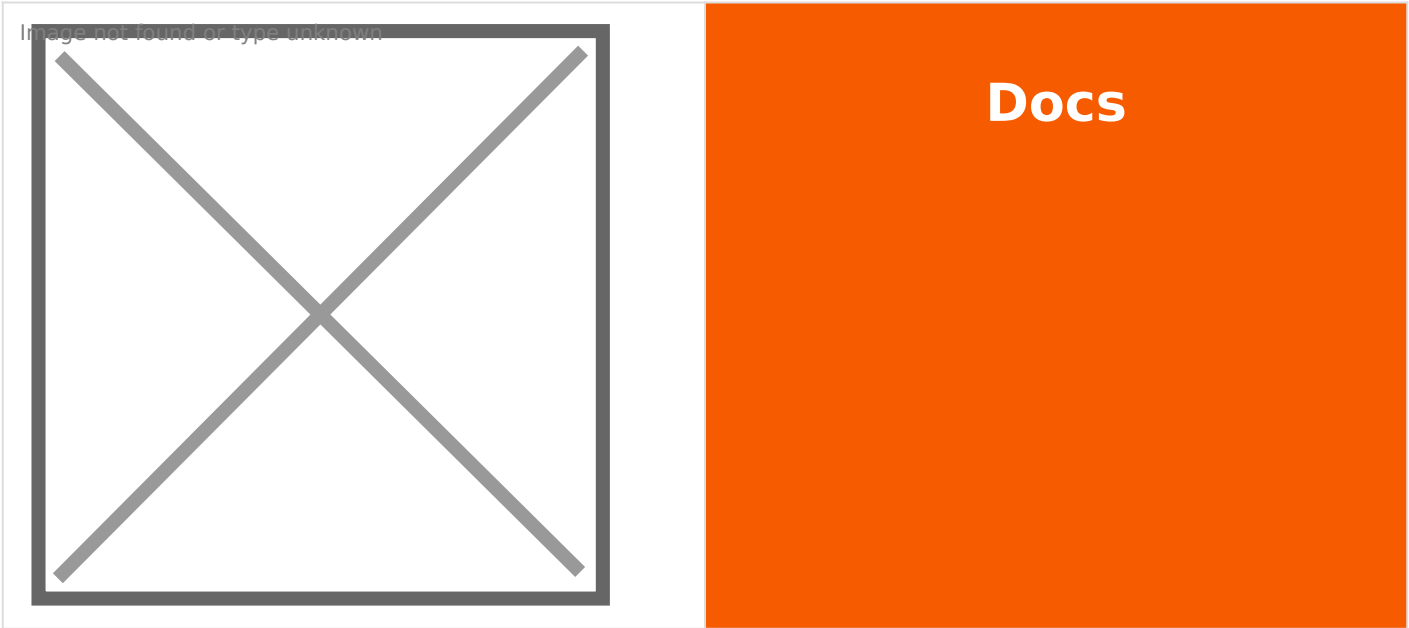


# 65.002 Outlook: Change path of Outlook OST file in the registry



## Document Control

Document Name	65.002 Outlook: Change path of Outlook OST file in the registry		
Version	v1.0 Current		
Author	Neil Tancock, IT Services (Safeharbour Support Ltd), <a href="mailto:neil@safeharboursupport.com">neil@safeharboursupport.com</a>		
Approval	Safeharbour Support		
Approval date	01-JAN-2025	Review date	31-DEC-2027
Absract	Change path of Outlook OST file in the registry		
Scope	This document applies to all clients of Safeharbour Support Ltd		

Inputs	None
Outputs	None

Change Control

Date	Author	Version	Change
02-DEC-2024	Neil Tancock	0.0	First version
01-JAN-2025	Neil Tancock	1.0	Approved

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1. Close the MS Outlook email client.
2. Press the Windows + R button, type regedit, and then press Enter.
3. Navigate through the following registry path:  
HKEY\_CURRENT\_USER\Software\Microsoft\Office\version number\Outlook.
4. Right-click the **Outlook** sub key, point to **New**, and then click the **Expandable String Value** option.
5. Specify ForceOSTPath. Press the Enter key.
6. Right-click the newly-created **ForceOSTPath**. Click the **Modify** option.
7. Specify OST file path for saving in the **Value** box. Click the **OK** button.
8. Exit the registry editor.

<https://www.nucleustechologies.com/how-to/change-ost-location.html#:~:text=Navigate%20through%20the%20following%20registry,Press%20the%20Enter%20key.>

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Need help? Get in touch!

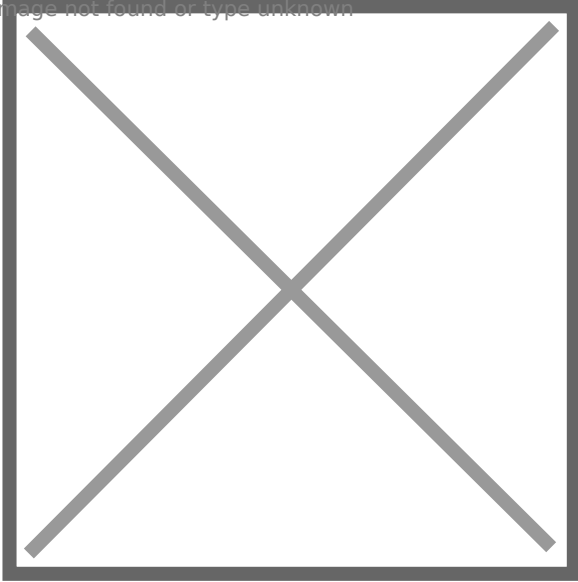
You can call us on [01752 373000](tel:01752373000), option 2 or, if you are on Number Club, just call extension 3001

You can email us at [hub@safeharboursupport.com](mailto:hub@safeharboursupport.com)

You can chat & Collaborate with us at <https://kite.wildix.com/nc-a12/3001>

You can Whatsapp us right here: <https://wa.me/441752373000>

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