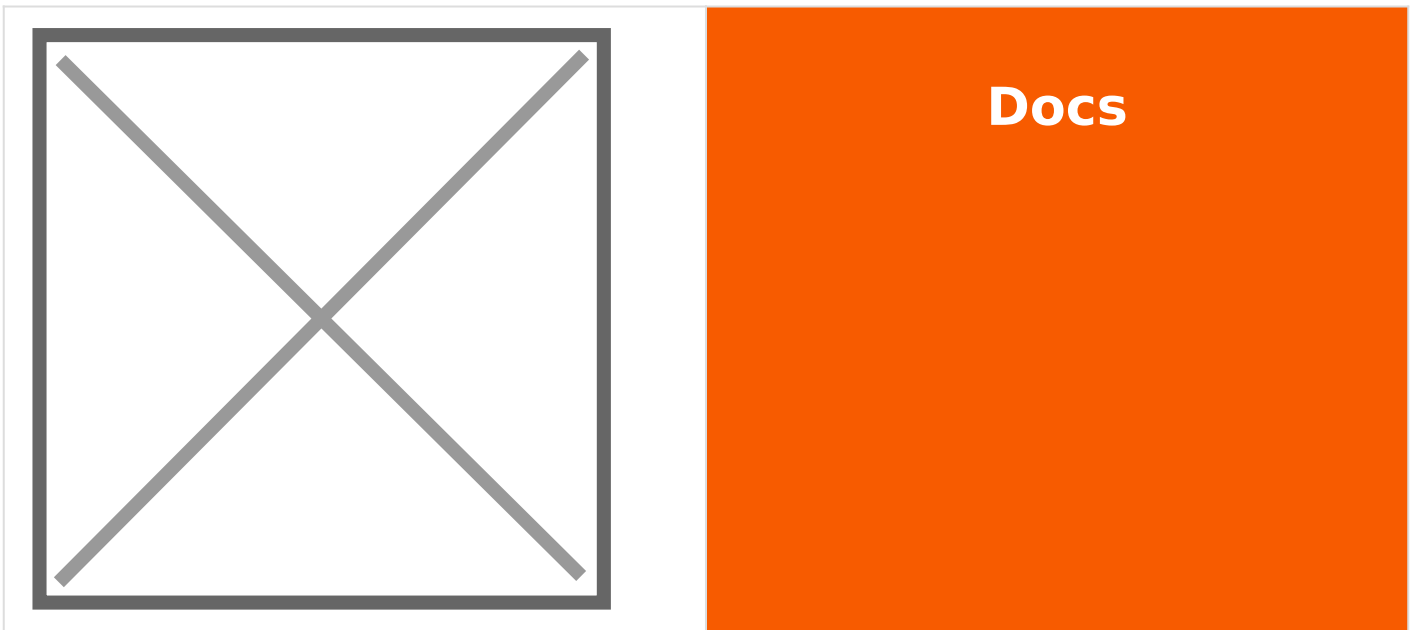


# 65.002 Outlook: Change path of Outlook OST file in the registry



## Document Control

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

<b>Inputs</b>	None
<b>Outputs</b>	None

## Change Control

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

-----<START OF DOCUMENT> -----

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

-----<END OF DOCUMENT> -----

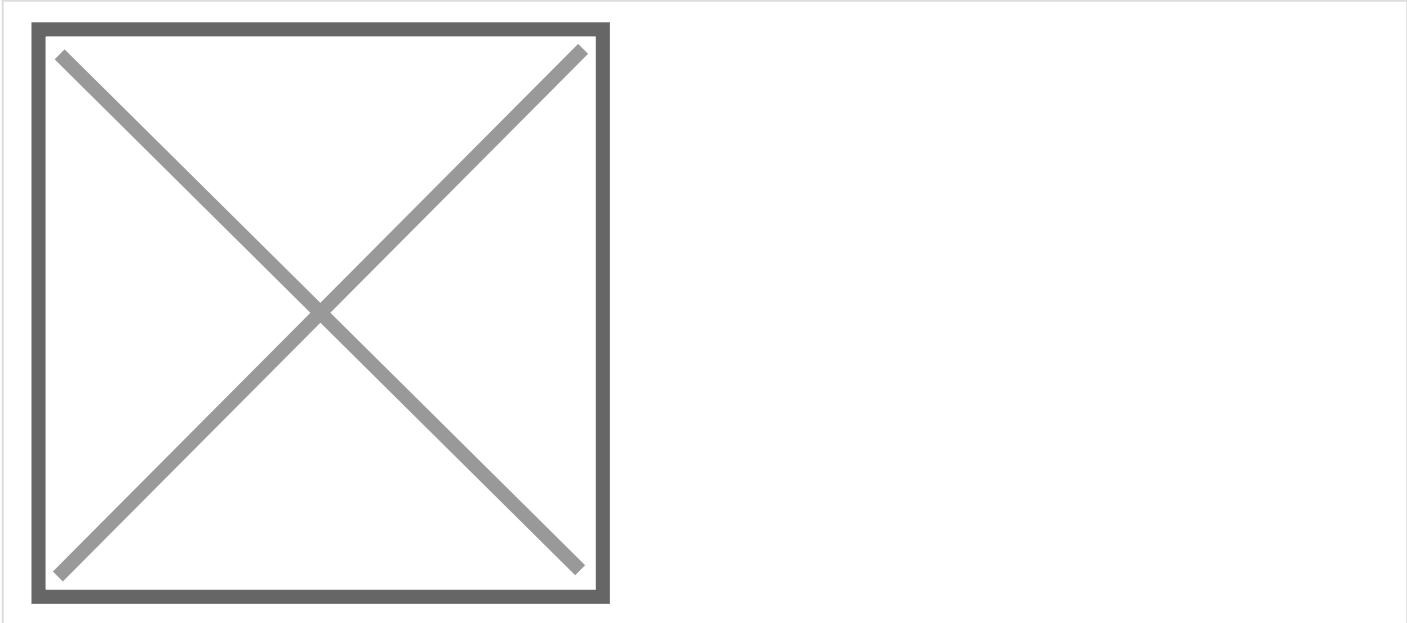
### Need help? Get in touch!

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>



---

Created 2025-02-20 16:26:36 UTC by Neil Tancock  
Updated 2025-02-21 08:40:58 UTC by Neil Tancock