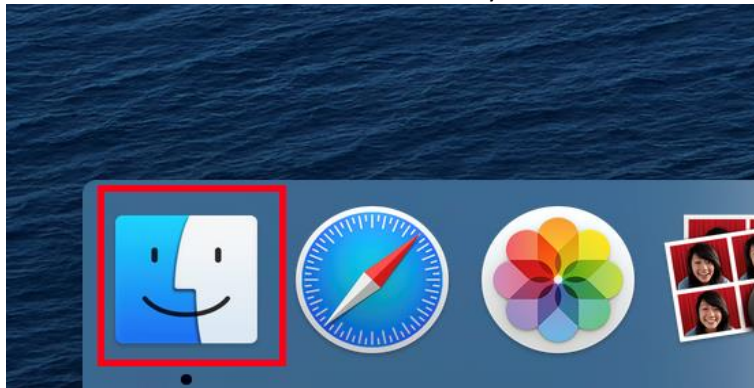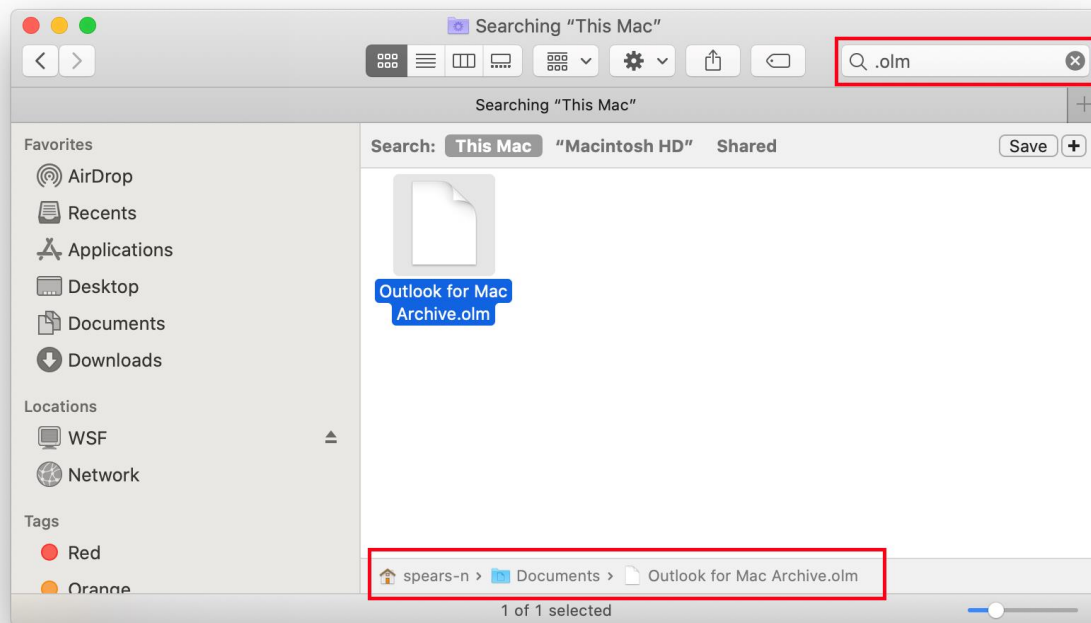# How to find your Outlook Archive Location Mac

A .olm file is the data file used by Outlook for Mac to archive your email messages, contacts, calendar items, tasks, and notes.

Click on the **Finder** at the bottom left of your Dock.



At the top right of the Finder Window you'll see your **Spotlight**. Enter **.olm**



Your **Outlook for Mac Archive.olm** file should appear. Click on it. You'll see the file location in the path below.