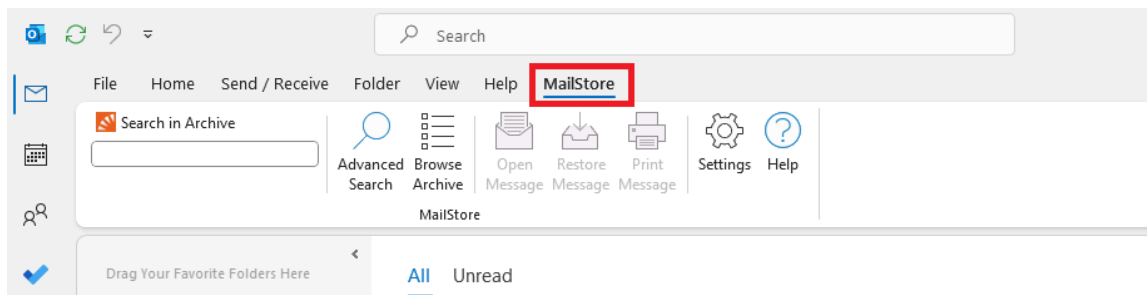
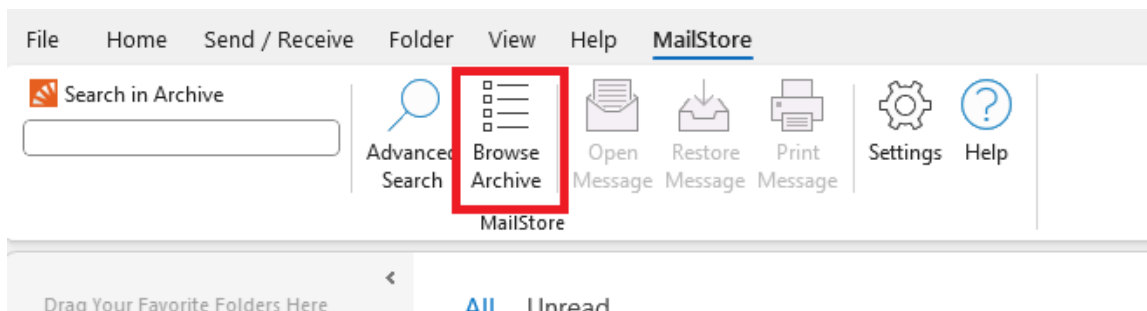


|           |                                  |             |             |  |  |
|-----------|----------------------------------|-------------|-------------|--|--|
| Subject   | MailStore Setup (Outlook Client) |             |             |  |  |
| Update by | Li Chi Yung                      |             |             |  |  |
| Version   | 1.0                              | Last update | 2 Jan, 2025 |  |  |

- 1) Install OutlookAddin (Z:\Tools\MailStore\Client)
- 2) New TAB on Outlook (**MailStore**)




- 3) Click Browse Archive




4) Input Server name: **mailstore01.meinhardt.com.hk:8462** -> **Connect**

Connect to MailStore Server

✕



 **mailstore01.meinhardt.com.hk:8462**

☐ Always connect to this server

Cancel

Connect


English ▾


Help | About

5) Input **your login name and password (PC)** -> **Next** -> **Log in**

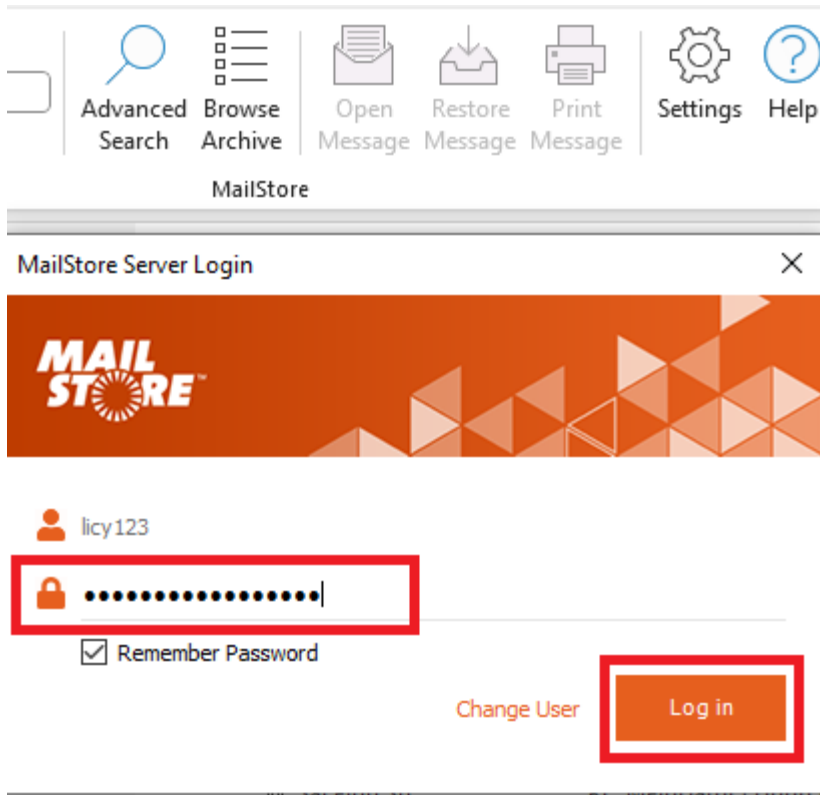
MailStore Server Login

✕

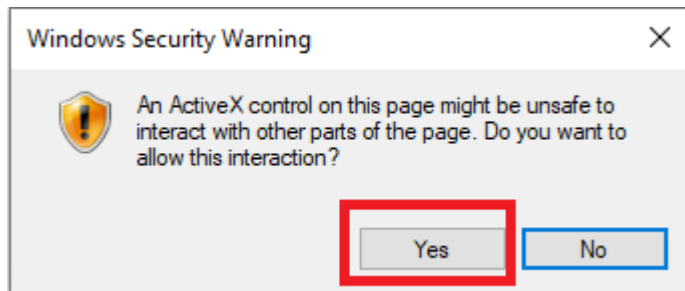


 **your window login**

Next



**6) Click Yes for any prompt**



7) Open the TAB

Archive of kenithho@meinhardt.com.hk

Archive of licy@meinhardt.com.hk

Archive of me1815@meinhardt.com.hk

me1815@meinhardt.com.hk

INBOX

Junkbox

Sent

Trash

Archive of me2001@meinhardt.com.hk

Archive of me2134@meinhardt.com.hk

Archive of me2142@meinhardt.com.hk

Archive of me2284@meinhardt.com.hk

Archive of me2351@meinhardt.com.hk

Sorted by: Date (New to old)

Yannie Yin Yee Chan

12/19/2024 5:24 PM

A30701 SH5 - J3982 CityU SH - J3982/302.H357.5/D05163 - Valuation of AI No. SH5-MC

Mr. LAU Tat Chi

12/19/2024 12:08 PM

Canceled: A30701 - SH5 Site Meeting (Zoom)

BobbyCHOI

12/18/2024 3:45 PM

Archive of kenithho@meinhardt.com.hk

Archive of licy@meinhardt.com.hk

Archive of me1815@meinhardt.com.hk

me1815@meinhardt.com.hk

INBOX

Junkbox

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Archive of me2284@meinhardt.com.hk

Archive of me2351@meinhardt.com.hk

Sorted by: Date (New to old)

Yannie Yin Yee Chan

12/19/2024 5:24 PM

A30701 SH5 - J3982 CityU SH - J3982/302.H357.5/D05163 - Valuation of AI No. SH5-MC

Mr. LAU Tat Chi

12/19/2024 12:08 PM

Canceled: A30701 - SH5 Site Meeting (Zoom)

BobbyCHOI

12/18/2024 3:45 PM

A30701 SH5 - J3982 CityU SH - J3982/302.H357.5/D05163 - Valuation of AI No. SH5-MC-AI-074 Site Enhancement work on the Façade on the Podium

Yannie Yin Yee Chan <Yannie.Chan@gammonconstruction.com>

Archived: 12/23/2024 2:42 PM

Sent: 12/19/2024 5:24 PM

To: cyryu@beria.com.hk; General email: <m821@beria.com.hk>; kelyau@beria.com.hk; Mandy Lai: <mandyai@beria.com.hk>

Cc: Cliff Chi Hung Leung <Cliff.Leung@gammonconstruction.com>; Derek Pui Man Chan <Derek.Chan@gammonconstruction.com>; Summer Wai Sum Chan <Summer.Chan@gammonconstruction.com>; Wing Ying Lam <Stephanie.Lam@gammonconstruction.com>; Andy Hei To Chan <Andy.Chan@gammonconstruction.com>; Sze Kit Wan <SzeKit.Wan@gammonconstruction.com>; Sarah Wong <Sarah.Wong@gammonconstruction.com>; Ka Hei Tommy Ho <Tommy.Ho@gammonconstruction.com>; Chyi <General email: <cdmoss@chyus.edu.hk>; <cdmoss@chyus.edu.hk>; <scn2@chyus.edu.hk>; <scn2@chyus.edu.hk>; Chyi <Nancy Cheng <cheng.nancy@chyus.edu.hk>; <cheng.nancy@chyus.edu.hk>; Chyi <Paul Ng <paung@chyus.edu.hk>; <paung@chyus.edu.hk>; Ms. LAU Lai Fan <corry.lai@chyus.edu.hk>; ALP <Project email: <A-150@alnt.com>; <A-150@alnt.com>; <ALP>; Calvin Leung <calvin.leung@alnt.com>; <calvin.leung@alnt.com>; <Wun <jasonwun@meinhardt.com.hk>; Meinhardt (CI) - General Mail: <c1377@meinhardt.com.hk>; me1815@meinhardt.com.hk; TC Leung <tcleung@meinhardt.com.hk>; Tony <Tony.Tong@gammonconstruction.com>; <Boo Ka Bo Chan <kabo.Chan@gammonconstruction.com>

Folder: D05163.pdf

Dear all,

Attached please find the document for your attention. Thanks.

| Submission No.          | Date        | Description  |
|-------------------------|-------------|--|
| J3982/302.H357.5/D05163 | 19 Dec 2024 | Valuation of AI No. SH5-MC-AI-074 Site Enhancement work on the Façade and Glass Balustrade on the Podium |

Regards  
Yannie Chan  
Gammon Construction Limited

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