

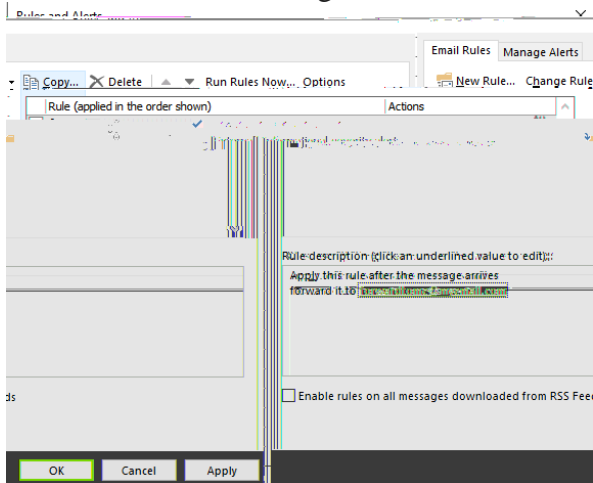
Removing Email Forwarding Rules in Classic Outlook and Outlook Online

Classic Outlook Email:

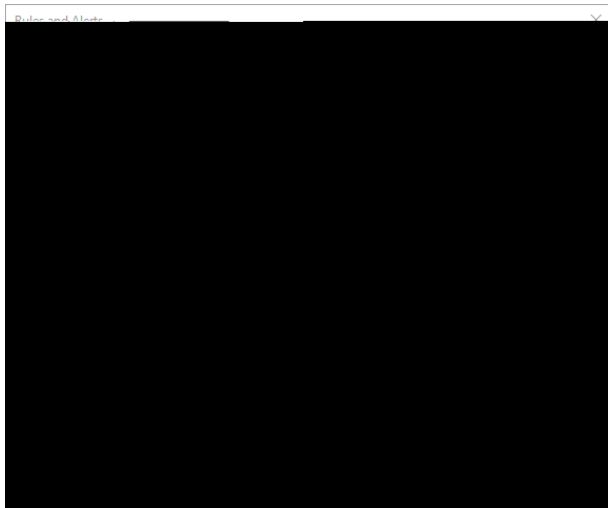
1. On the ribbon, select the **Home** tab, then in the **Move** section, select **Rules > Manage Rules & Alerts**.



2. Locate the Forwarding Rule.



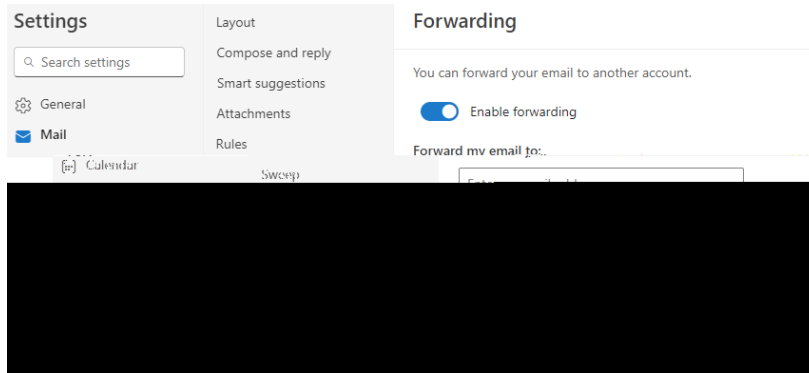
3. Highlight the rule by clicking the check box next to it.
4. Click the **Delete** button that is located above the list of rules. Then select **YES** to delete the rule.



5. Select **Apply** to save the changes.

Outlook Online:

1. At the top of the page, select Settings.
2. Select Mail > Forwarding.



3. Turn off forwarding by clicking on the slider moving it to the left.

