



## Empty cache for an Exchange account

**Caution** Empty the cache only if your account is not synchronizing correctly and items on your computer are out of sync with the Exchange server. Emptying the cache replaces all of the items in the selected folder on your computer with the latest items from the Exchange server. The process deletes any items in the folder that are not synchronized with the Exchange server. When the cache of a Contacts folder is emptied, all mail certificates are deleted. Mail certificates are used to encrypt and decrypt or sign e-mail messages.

To empty the cache, you must have an e-mail account on a server running Microsoft Exchange Server 2000 or later.

1. Click **Mail** , and then click the Exchange account Address Book, Calendar, or Mail folder for which you want to empty the cache.
2. On the **Edit** menu, click **Empty Cache**.

### Tips

- To synchronize an Exchange account with the Exchange server, click **Mail** , click the name of the Exchange account, and then press ⌘+L.
- To synchronize a folder or Calendar, click the folder or Calendar, and then press ⌘+L.