





Capabilities/Plans	 Zoho Mail Premium	 Workplace Standard	 Workplace Professional	 Amazon WorkMail
Price billed annually (USD)	\$ 48/user	\$ 38/user	\$ 72/user	\$ 48/user
Storage				
Email storage	50 GB/ user	50 GB/ user	100 GB/ user	50 GB/user
Retention storage	50 GB/ user	x	100 GB/ user	x
Cloud storage	Add-on	10 GB/ user	100 GB/ user	x
Option to purchase additional storage as add-on	✓	✓	✓	x
User Limit and Support				
Number of users	Unlimited	Unlimited	Unlimited	Unlimited
Minimum number of users	1	1	1	1
99.9% uptime guarantee	✓	✓	✓	✓
24/7 phone support	✓	✓	✓	x Via AWS Support plan (extra cost).
Community/Forum support	✓	✓	✓	x
Email and Calendar				
Webmail	✓	✓	✓	✓
Attachment limit	Up to 1 GB	Up to 500 MB	Up to 1 GB	20 MB
Email aliases and groups	✓	✓	✓	✓
Email sharing	✓	✓	✓	x
Email recall	✓	✓	✓	x
Undo send	✓	✓	✓	x
Folder sharing with delegation	✓	✓	✓	✓
Custom login URL	✓	✓	✓	x
Custom domain	✓	✓	✓	✓
White labeling	✓	x	✓	Limited
Offline access	✓	✓	✓	x Client-side only
Delegate mailbox	✓	✓	✓	✓
Shared mailbox	✓	✓	✓	x
Email forwarding	✓	✓	✓	✓

POP and IMAP	✓	✓	✓	IMAP Only
ActiveSync	✓	✓	✓	✓
SSO integration	Direct SAML-based SSO	Direct SAML-based SSO	Direct SAML-based SSO	SSO via AWS IAM + Active Directory
Email retention	Granular built-in retention	X	✓	Basic Org-level mailbox retention policies
Mail app for iOS and Android	✓	✓	✓	X
Mail Admin console app for iOS and Android	✓	✓	✓	X
Calendar				
Integrated calendar	✓	✓	✓	Basic
Group calendars	✓	✓	✓	✓
Shared calendars	✓	✓	✓	✓
Calendar sync	✓	✓	✓	Basic
Resource booking	✓	✓	✓	✓
Native Calendar app for iOS and Android	✓	✓	✓	X
Desktop app for iOS and Android	✓	✓	✓	X
In-built Notes				
Notes	✓	✓	✓	X
Group notes	✓	✓	✓	X
Sticky notes	✓	✓	✓	X
Attachment support in Notes	✓	✓	✓	X
Chat about a note	✓	✓	✓	X
Add an email as note	✓	✓	✓	X
In-built Task Management				
Tasks	✓	✓	✓	X
Sub tasks	✓	✓	✓	X
Share tasks	✓	✓	✓	X
Recurring tasks	✓	✓	✓	X
Add an email as task	✓	✓	✓	X
Assign tasks	✓	✓	✓	X

Send overdue notification	✓	✓	✓	x
Business Chat				
Instant messaging	✓	✓	✓	x
Group chat/channels	✓	✓	✓	x
Audio and Video calls	✓	✓	✓	x
Screen sharing	✓	✓	✓	x
Remote work (virtual check-in and check-out)	✓	✓	✓	x
Online Office Applications				
Word processor	x	✓	✓	x
Spreadsheet	x	✓	✓	x
Presentation tool	x	✓	✓	x
AI-powered writing assistant	x	✓	✓	x
Real time co-authoring	x	✓	✓	x
Mail merge	x	✓	✓	x
Word processor offline	x	✓	✓	x
External sharing	x	✓	✓	x
Spreadsheet data cleaning	x	✓	✓	x
VBA and Macro scripting	x	✓	✓	x
Broadcast presentation	x	✓	✓	x
Create custom path animations	x	✓	✓	x
Version history	x	✓	✓	x
File management				
External sharing	x	✓	✓	x
File preview	x	✓	✓	x
Roles and permissions	x	✓	✓	x
Version history	x	✓	✓	x
Activity notifications	x	✓	✓	x
Unread notifications tab	x	✓	✓	x

Zia Hubs	X	✓	✓	X
Password Manager				
Passwords	X	✓	✓	X
Secure sharing	X	✓	✓	X
Security dashboard	X	✓	✓	X
Password autofill	X	✓	✓	X
Automated password policies	X	✓	✓	X
Cloud data backup	X	✓	✓	X
IP restrictions	X	✓	✓	X
Migration				
Migration tool	✓	✓	✓	✓ Generic IMAP/Exchange migration
Migrate calendars, contact, and files	✓	✓	✓	Partial
Migrate from other webmail	✓	✓	✓	✓
Migrate locally stored files	✓	✓	✓	X
Migrate from Zoho WorkDrive, OneDrive, Google Drive, etc.	✓	✓	✓	✓
Email Security				
TLS encryption	✓	✓	✓	✓
S/MIME encryption	✓	X	✓	Limited support
Password-protected emails	✓	✓	✓	X
Pretty Good Privacy (PGP) encryption	✓	✓	✓	X
Security and Compliance				
End-to-end encryption and EAR	✓ Retention/eDiscovery + PGP/S-MIME gives compliance-grade protection	✓	✓	✓ Server-side encryption with AWS KMS
IP restrictions and suspicious login alerts	✓	✓	✓	Basic
Set password policy	✓	✓	✓	✓
Session length	Zoho Directory Integration	Zoho Directory Integration	Zoho Directory Integration	Basic Not admin-configurable
SAML based SSO integration	✓	✓	✓	✓
Multi-factor authentication (MFA)	✓	✓	✓	✓
Data loss prevention (DLP) for Mail	✓	X	✓	X

eDiscovery (Mail)	✓ Integrated eDiscovery with legal hold and advanced search	✗	✓ Integrated eDiscovery with legal hold and advanced search	✗ Journaling Only
Device authentication (Access devices with one secure set of credentials)	✓ 10 devices	✓ 10 devices	✓ 10 devices	✗ Mobile device management via Exchange ActiveSync
Reports (Track employee usage across applications, get clear insights, prepare reports, and identify security threats)	✓ 30 days	✓ 30 days	✓ 30 days	Basic Via CloudTrail
Native authenticator app	✓ OneAuth Authenticator	✓ OneAuth Authenticator	✓ OneAuth Authenticator	✗
AI Capabilities*				
Auto complete email	✓	✓	✓	✗
Email draft generation	✓	✓	✓	✗
Email summarization	✓	✓	✓	✗
AI writing assistant for grammar & style	✓	✓	✓	✗
In-house Integrations				
CRM software solution	Zoho CRM	Zoho CRM	Zoho CRM	✗
Help desk solution	Zoho Desk	Zoho Desk	Zoho Desk	✗
Digital signing service	Zoho Sign	Zoho Sign	Zoho Sign	✗
Remote support and access software	Zoho Assist	Zoho Assist	Zoho Assist	✗
Online expense and reporting	Zoho Expense	Zoho Expense	Zoho Expense	✗
Password manager	Zoho Vault	✓ Included	✓ Included	✗
Inventory management software	Zoho Inventory	Zoho Inventory	Zoho Inventory	✗
Recurring billing and subscription management app	Zoho Billing	Zoho Billing	Zoho Billing	✗
Recruitment software	Zoho Recruit	Zoho Recruit	Zoho Recruit	✗
Billing and invoice software	Zoho Invoice	Zoho Invoice	Zoho Invoice	✗
Project management software	Zoho Projects	Zoho Projects	Zoho Projects	✗
Agile planning and tracking tool	Zoho Sprints	Zoho Sprints	Zoho Sprints	✗
Accounting software	Zoho Books	Zoho Books	Zoho Books	✗
Forms	Zoho Forms	Zoho Forms	Zoho Forms	✗
Website builder	Zoho Sites	Zoho Sites	Zoho Sites	✗
Note taking service	Zoho Notebook	Zoho Notebook	Zoho Notebook	✗

* Zoho Mail offers a mix of in-built, native AI and OpenAI-powered capabilities (re