

Information about the characters that you cannot use in site names, folder names, and file names in SharePoint

INTRODUCTION

This article lists the characters that you **cannot** use in the following names in Microsoft SharePoint: Site names/Folder names/Server names/File names

Folder names

You cannot use the following characters anywhere in a folder name or a server name:

- Tilde (~)
- Number sign (#)
- Percent (%)
- Ampersand (&)
- Asterisk (*)
- Braces ({ })
- Backslash (\)
- Colon (:)
- Angle brackets (< >)
- Question mark (?)
- Slash (/)
- Plus sign (+)
- Pipe (|)
- Quotation mark (")

You cannot use the period character consecutively in the middle of a folder name.

You cannot use the period character at the end of a folder name.

You cannot start a folder name with a period character.

If you use an underscore character (_) at the beginning of a folder name, the folder will be a hidden folder.

Additionally, a folder that contains the string "_vti_" is reserved by SharePoint, and isn't supported.

File names

You cannot use the following characters anywhere in a file name:

- Tilde (~)
- Number sign (#)
- Percent (%)
- Ampersand (&)
- Asterisk (*)
- Braces ({ })
- Backslash (\)
- Colon (:)
- Angle brackets (< >)
- Question mark (?)
- Slash (/)
- Plus sign (+)
- Pipe (|)
- Quotation mark (")

You cannot use the period character consecutively in the middle of a file name.

You cannot use the period character at the end of a file name.

You cannot start a file name by using the period character.

If you use an underscore character (_) at the beginning of a file name, the file will be a hidden file.

File names and folder names may not end with any of the following strings:

.files
_files
-Dateien
_fichiers
_bestanden
_file
_archivos
-filer
_tiedostot
_pliki
_soubory
_elemei
_ficheiros
_arquivos
_dosyalar
_datoteke
_fitxers
_failid
_fails
_bylos
_fajlovi
_fitxategiak

In addition, file names and folder names cannot start with the “_vti_” string, such as the followings:

_vti_cnf
_vti_pvt
_vti_bin
_vti_txt

Site names, subsite names, or site group names

You cannot use the following characters anywhere in a site name, in a subsite name, or in a site or Active Directory group name:

- Tilde (~)
- Number sign (#)
- Percent (%)
- Ampersand (&)
- Asterisk (*)
- Braces ({})
- Backslash (\)
- Colon (:)
- Angle brackets (<>)
- Question mark (?)
- Slash (/)
- Plus sign (+)

- Pipe (|)
- Quotation mark (")

You cannot start a site name, a subsite name, or a site group name with an underscore (_) character or with the period (.) character.

When you create a site name, a subsite name, or a site group name, you cannot use strings that were already used to name managed paths.

You cannot use the period character consecutively in the middle of a site name, a subsite name, or a site group name.

You cannot use the period character at the end of a site name, a subsite name, or a site group name.