SEC Form 4
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## FORM 4

# UNITED STATES SECURITIES AND EXCHANGE COMMISSION

Washington, D.C. 20549

OMB APPROVAL

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### STATEMENT OF CHANGES IN BENEFICIAL OWNERSHIP

Filed pursuant to Section 16(a) of the Securities Exchange Act of 1934 or Section 30(h) of the Investment Company Act of 1940

1. Name and Address of Reporting Person <sup>*</sup> Wan Tim M			2. Issuer Name <b>and</b> Ticker or Trading Symbol Asana, Inc. [ ASAN ]	5. Relationship of Reporting Person(s) to Issuer (Check all applicable) Director 10% Owner							
(Last) C/O ASANA	(First) A, INC.	(Middle)	3. Date of Earliest Transaction (Month/Day/Year) 07/25/2024	Officer (give title Other (specify below) Chief Financial Officer							
633 FOLSOM STREET, SUITE 100		ITE 100	4. If Amendment, Date of Original Filed (Month/Day/Year)	6. Individual or Joint/Group Filing (Check Applicable Line) Form filed by One Reporting Person							
(Street) SAN FRANCISC	CA CA	94107		Form filed by More than One Reporting Person							
(City)	(State)	(Zip)	Rule 10b5-1(c) Transaction Indication Check this box to indicate that a transaction was made pursuant to a contract, instruction or written plan that is intended to satisfy the affirmative defense conditions of Rule 10b5-1(c). See Instruction 10.								
		Table I - Non-D	erivative Securities Acquired, Disposed of, or Bene	eficially Owned							

#### 1. Title of Security (Instr. 3) 2. Transaction 2A. Deemed 3 4. Securities Acquired (A) or 5. Amount of 6. Ownership 7. Nature of Disposed Of (D) (Instr. 3, 4 and 5) Transaction Code (Instr. Form: Direct (D) or Indirect Indirect Beneficial Date (Month/Day/Year) Execution Date, Securities Beneficially if any (Month/Day/Year) 8) Owned Following (I) (Instr. 4) Ownership Reported (Instr. 4) Transaction(s) (A) or (D) v Price Code Amount (Instr. 3 and 4) Class A Common Stock 07/25/2024 М 5,000 A \$1.6 1,068,909(1) D **S**<sup>(2)</sup> Class A Common Stock 07/25/2024 5,000 D \$15 1,063,909 D Class A Common Stock 07/26/2024 Μ 5,000 A \$1.6 1,068,909 D s<sup>(2)</sup> Class A Common Stock 07/26/2024 5,000 D \$15.3 1,063,909 D See Class A Common Stock 125,430(1) T footnote<sup>(3)</sup> See 50,000 Class A Common Stock T footnote<sup>(4)</sup>

Table II - Derivative Securities Acquired, Disposed of, or Beneficially Owned (e.g., puts, calls, warrants, options, convertible securities)

1. Title of Derivative Security (Instr. 3)	2. Conversion or Exercise Price of Derivative Security	3. Transaction Date (Month/Day/Year)	3A. Deemed Execution Date, if any (Month/Day/Year)		ansaction of ode (Instr. Derivative		Expiration Date (Month/Day/Year)		7. Title and Amount of Securities Underlying Derivative Security (Instr. 3 and 4)		8. Price of Derivative Security (Instr. 5)	9. Number of derivative Securities Beneficially Owned Following Reported Transaction(s) (Instr. 4)	10. Ownership Form: Direct (D) or Indirect (I) (Instr. 4)	11. Nature of Indirect Beneficial Ownership (Instr. 4)	
				Code	v	(A)	(D)	Date Exercisable	Expiration Date	Title	Amount or Number of Shares				
Stock Option (right to buy)	<b>\$</b> 1.6	07/25/2024		М			5,000	(5)	05/02/2027	Class A Common Stock	5,000	\$ <b>0</b>	705,899	D	
Stock Option (right to buy)	\$1.6	07/26/2024		М			5,000	(5)	05/02/2027	Class A Common Stock	5,000	\$ <b>0</b>	700,899	D	

Explanation of Responses:

1. Reflects an exempt transfer of 13,625 shares from The 2019 Tim Ming Wan Grantor Retained Annuity Trust Dated July 22, 2019 to the Reporting Person.

2. The sales reported on this Form 4 were effected pursuant to a Rule 10b5-1 trading plan, adopted March 20, 2023, as modified on December 26, 2023.

3. The shares are held of record by The 2019 Tim Ming Wan Grantor Retained Annuity Trust Dated July 22, 2019.

4. The shares are held of record by the Reporting Person's spouse

5. 1/4 of the shares subject to the option vested on January 17, 2018, and 1/48 of the shares vest monthly thereafter.

Remarks:

#### /s/ Katie Colendich, Attorney-07/29/2024 in-Fact

\*\* Signature of Reporting Person

Date

Reminder: Report on a separate line for each class of securities beneficially owned directly or indirectly.

\* If the form is filed by more than one reporting person, see Instruction 4 (b)(v).

\*\* Intentional misstatements or omissions of facts constitute Federal Criminal Violations See 18 U.S.C. 1001 and 15 U.S.C. 78ff(a).

Note: File three copies of this Form, one of which must be manually signed. If space is insufficient, see Instruction 6 for procedure.

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