| SEC Form 4 |
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# FORM 4

UNITED STATES SECURITIES AND EXCHANGE COMMISSION

Washington, D.C. 20549 STATEMENT OF CHANGES IN BENEFICIAL OWNERSHIP

Filed pursuant to Section 16(a) of the Securities Exchange Act of 193/

OMB APPROVAL

| OMB Number:              | 3235-0287 |  |  |  |  |  |  |  |  |
|--------------------------|-----------|--|--|--|--|--|--|--|--|
| Estimated average burden |           |  |  |  |  |  |  |  |  |
| hours per response       | : 0.5     |  |  |  |  |  |  |  |  |

| 1. Name and Address of Reporting Person <sup>*</sup><br>Raimondi Anne |   |                  | 2. Issuer Name and Ticker or Trading Symbol                    |                       | 5. Relationship of Reporting Person(s) to Issuer (Check all applicable)              |                       |  |  |  |
|---|---|------------------|--|-----------------------|--|-----------------------|--|--|--|
|   |   |                  | Asana, Inc. [ ASAN ]   | X                     | Director   | 10% Owner             |  |  |  |
| Í Í   | (Last) (First) (Middle)<br>C/O ASANA, INC.<br>1550 BRYANT STREET, SUITE 200 |                  | 3. Date of Earliest Transaction (Month/Day/Year)<br>06/14/2021 |                       | Officer (give title below)   | Other (specify below) |  |  |  |
| (Street)  |   |                  | 4. If Amendment, Date of Original Filed (Month/Day/Year)       | 6. Indi<br>Line)<br>X | vidual or Joint/Group Filing (Check Applicable<br>Form filed by One Reporting Person |                       |  |  |  |
| SAN<br>FRANCISCO  | CA  | 94103            |  |                       | Form filed by More th<br>Person  |                       |  |  |  |
| (City)  | (State)   | (Zip)            |  |                       |  |                       |  |  |  |
|   |   | Table I - Non-De | erivative Securities Acquired, Disposed of, or Ben             | eficially             | v Owned  |                       |  |  |  |

### Derivative Securities Acquired, Disposed of, or Beneficially Owned

| 1. Title of Security (Instr. 3) | 2. Transaction<br>Date<br>(Month/Day/Year) | 2A. Deemed<br>Execution Date,<br>if any<br>(Month/Day/Year) | 3.<br>Transa<br>Code (<br>8) |   |                      |               |        | 5. Amount of<br>Securities<br>Beneficially<br>Owned Following<br>Reported | (D) or Indirect<br>(I) (Instr. 4) | 7. Nature<br>of Indirect<br>Beneficial<br>Ownership<br>(Instr. 4) |
|---------------------------------|--|---|------------------------------|---|----------------------|---------------|--------|---|-----------------------------------|---|
|                                 |  |   | Code                         | v | Amount               | (A) or<br>(D) | Price  | Transaction(s)<br>(Instr. 3 and 4)  |                                   |   |
| Class A Common Stock            | 06/14/2021                                 |   | A                            |   | 3,782 <sup>(1)</sup> | Α             | \$0.00 | 65,447  | D                                 |   |

Table II - Derivative Securities Acquired, Disposed of, or Beneficially Owned

# (e.g., puts, calls, warrants, options, convertible securities)

| 1. Title of<br>Derivative<br>Security<br>(Instr. 3) | 2.<br>Conversion<br>or Exercise<br>Price of<br>Derivative<br>Security | 3. Transaction<br>Date<br>(Month/Day/Year) | 3A. Deemed<br>Execution Date,<br>if any<br>(Month/Day/Year) | 4.<br>Transa<br>Code (<br>8) |   |     |     | 6. Date Exerc<br>Expiration Da<br>(Month/Day/Y | 7. Title and<br>Amount of<br>Securities<br>Underlying<br>Derivative<br>Security (Instr.<br>3 and 4) |       | 8. Price of<br>Derivative<br>Security<br>(Instr. 5) | 9. Number of<br>derivative<br>Securities<br>Beneficially<br>Owned<br>Following<br>Reported<br>Transaction(s)<br>(Instr. 4) | 10.<br>Ownership<br>Form:<br>Direct (D)<br>or Indirect<br>(I) (Instr. 4) | 11. Nature<br>of Indirect<br>Beneficial<br>Ownership<br>(Instr. 4) |  |
|---|---|--|---|------------------------------|---|-----|-----|--|---|-------|---|--|--|--|--|
|   |   |  |   | Code                         | v | (A) | (D) | Date<br>Exercisable                            | Expiration<br>Date  | Title | Amount<br>or<br>Number<br>of<br>Shares              |  |  |  |  |

### Explanation of Responses:

1. Represents the grant of Restricted Stock Units (RSUs). Each RSU represents a contingent right to receive one share of the Issuer's Class A Common Stock upon settlement. 100% of the RSUs will vest on the earlier of June 14, 2022 or the day of the next annual meeting of the stockholders, subject to the Reporting Person's continuous service through such date. Vested RSUs will settle into shares of Class A Common Stock on the earlier to occur of (i) June 14, 2024 and (ii) a change in control.

#### Remarks:

#### /s/ Katie Colendich, Attorney-06/16/2021

in-Fact

\*\* Signature of Reporting Person Date

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

 $^{\ast}$  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.

Persons who respond to the collection of information contained in this form are not required to respond unless the form displays a currently valid OMB Number.

Check this box if no longer subject to Section 16. Form 4 or Form 5 obligations may continue. See Instruction 1(b)