

ANAPLAN, INC.
2020 ANNUAL MEETING OF STOCKHOLDERS
General Information and Supplemental Rules

The 2020 Annual Meeting is a private business meeting and the Chairman has complete discretion regarding the conduct of the meeting, in accordance with Delaware law and the Amended and Restated Bylaws of Anaplan, Inc. (the “Company”). Please observe the following rules:

1. The business of the meeting will be conducted in the order shown on the Agenda. We will address questions on the Company’s business operations and activities during the general Question and Answer period.
2. All business to be conducted at the meeting is determined in accordance with the procedures contained in the Company’s Amended and Restated Bylaws. Therefore, any proposal brought before the meeting but not discussed in the Notice of Annual Meeting of Stockholders and Proxy Statement may be ruled out of order.
3. If you have already voted by proxy, you do not need to vote at this meeting. However, if you wish to change your vote or if you have not voted, you may vote by clicking the “Vote Here” button on the virtual shareholder portal.
4. In order to provide us the opportunity to respond to questions as thoughtfully and efficiently as possible, if you have a question, please submit it via the virtual shareholder portal in the space provided under “Ask a Question”.
 - **Please Note:** In order to ask a question at the meeting, you must either be a stockholder of record as of April 6, 2020, must be a beneficial owner as of April 6, 2020, of shares held in street name or must be named in a proxy given by a stockholder of record as of that date. Under the Company’s Bylaws, such proxy must be filed with the Secretary of the Company or his representative at or prior to the meeting.
5. In order to provide the opportunity to everyone who wishes to ask a question, each stockholder will be limited to one question.
6. Individual matters not of concern to all stockholders generally, such as personal grievances or matters of self interest, are not appropriate matters for general discussion.
7. The views and constructive comments or criticisms of stockholders are welcome, but the purposes of the meeting will be observed and the Chairman will not allow:
 - questions that are irrelevant to the business of the Company;
 - proposals that are related to the conduct of the Company’s ordinary business operations; or
 - questions that are in substance repetitious of statements made by other persons.
8. Derogatory references to personalities, or comments that are otherwise in bad taste, will not be permitted.