

## **DISCRETIONARY MATCHING CONTRIBUTION NOTICE**

### **8x8, Inc. 401k Savings Plan (“the Plan”)**

#### **8x8’s Discretionary Company Match Notice**

8x8, Inc. has elected to make discretionary matching contributions to eligible Plan participants and is providing this notice in accordance with the plan document. This notice describes the discretionary matching contribution and who is eligible to receive this contribution. Certain other terms not defined within this notice may be defined or described in the Plan’s Summary Plan Description (SPD).

8x8’s discretionarily matches employee pre-tax and/or ROTH contributions dollar for dollar on the first \$1,500, and 50 cents on each dollar after that up to a total annual company matching contribution of \$3,000 for the Plan year. All contributions are immediately 100% vested and belong to you. To receive the full company match, you will need to contribute at least \$4,500 in pre-tax and/or Roth.

#### **Eligibility**

8x8, inc. will make a discretionary matching contribution to all eligible Participants. You are eligible to participate in the Plan if you are an Employee and have reached age 18.

However, you are not eligible to participate if you are:

- a resident of Puerto Rico
- However, if you are in the group(s) listed below, you shall become eligible to participate in the plan on the first entry date after you have reached age 21 and have completed at least 1,000 Hours of Service during an Eligibility Computation Period:
  - Interns

You are also not eligible to participate if you are an individual who is a signatory to a contract, letter of agreement, or other document that acknowledges your status as an independent contractor not entitled to benefits under the Plan and you are not otherwise classified by the Employer as a common law employee or the Employer does not withhold income taxes, file Form W-2 (or any replacement form), or remit Social Security payments to the Federal government for you, even if you are later adjudicated to be a common law employee.

To be eligible, you must also meet the Plan’s age, eligibility service, and entry date requirements for making deferral contributions. If eligible, you will be entitled to receive the discretionary matching contribution if you make deferral contributions to the Plan during the Plan year.

**For questions**, more information about the contributions made pursuant to the Plan or a copy of the most current Summary Plan Description can be obtained by contacting HR@8x8.com.