

UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
Washington, D.C. 20549

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SCHEDULE 14A  
Proxy Statement Pursuant to Section 14(a) of the  
Securities Exchange Act of 1934

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Filed by the Registrant  Filed by a Party other than the Registrant

Check the appropriate box:

- Preliminary Proxy Statement
  - Confidential, for Use of the Commission Only (as permitted by Rule 14a-6(e)(2))**
  - Definitive Proxy Statement
  - Definitive Additional Materials
  - Soliciting Material under §240.14a-12
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**Zoom Video Communications, Inc.**

(Name of Registrant as Specified In Its Charter)

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(Name of Person(s) Filing Proxy Statement, if other than the Registrant)

Payment of Filing Fee (Check all that apply):

- No fee required.
- Fee paid previously with preliminary materials.
- Fee computed on table in exhibit required by Item 25(b) per Exchange Act Rules 14a-6(i) and 0-11.



ZOOM VIDEO COMMUNICATIONS, INC.  
55 ALMADEN BOULEVARD  
SUITE 600  
SAN JOSE, CA 95113

## Your **Vote** Counts!

### ZOOM VIDEO COMMUNICATIONS, INC.

2023 Annual Meeting  
Location: The Meeting will be held in virtual format only, live via the Internet. Please visit [www.virtualshareholdermeeting.com/ZM2023](http://www.virtualshareholdermeeting.com/ZM2023) to attend and be sure to have the control number (indicated below) available.

Vote by June 14, 2023 11:59 PM ET.



V12753-P92330

## You invested in ZOOM VIDEO COMMUNICATIONS, INC. and it's time to vote!

You have the right to vote on proposals being presented at the Annual Meeting. **This is an important notice regarding the availability of proxy materials for the stockholder meeting to be held on June 15, 2023 at 10:00 AM PDT.**

### Get informed before you vote

View the Notice and Proxy Statement and Annual Report online OR you can receive a free paper or email copy of the material(s) by requesting prior to June 1, 2023. To view the voting material(s) online, visit [www.ProxyVote.com](http://www.ProxyVote.com) and have your control number (indicated below) available. If you would like to request a copy of the material(s) for this and/or future stockholder meetings, you may (1) visit [www.ProxyVote.com](http://www.ProxyVote.com), (2) call 1-800-579-1639 or (3) send an email to [sendmaterial@proxymail.com](mailto:sendmaterial@proxymail.com). If sending an email, please include your control number (indicated below) in the subject line. Unless requested, you will not otherwise receive a paper or email copy. Requests, instructions and other inquiries sent to this email address will NOT be forwarded to your investment advisor. There is NO charge for requesting a copy of the voting material(s).

Our Board has fixed the close of business on April 17, 2023 as the record date for the determination of stockholders entitled to notice of and to vote at the meeting and any adjournments or postponements thereof. A complete list of record stockholders will be available for examination by any stockholder for any purpose germane to the Annual Meeting beginning ten days prior to the meeting. If you would like to view the list, please contact our Investor Relations department via email at [investors@zoom.us](mailto:investors@zoom.us) or at 1-888-799-9666.



For complete information and to vote, visit [www.ProxyVote.com](http://www.ProxyVote.com)

Control #

### Smartphone users

Point your camera here and vote without entering a control number



### Vote Virtually at the Meeting\*

June 15, 2023  
10:00 AM PDT

**Vote Virtually at the Meeting:** To vote during the Meeting go to [www.virtualshareholdermeeting.com/ZM2023](http://www.virtualshareholdermeeting.com/ZM2023). Have the control number that is printed in the box available and follow the instructions.

**Vote Before the Meeting by Internet:** To vote now by Internet, go to [www.ProxyVote.com](http://www.ProxyVote.com). Have the control number that is printed in the box available and follow the instructions.

**Vote Before the Meeting By Mail:** You can vote by mail by requesting a paper copy of the materials, which will include a proxy card.

\*Please check the meeting materials for any special requirements for meeting attendance.

V1.2

## THIS IS NOT A VOTABLE BALLOT

This communication presents only an overview of the proposals being presented at the upcoming stockholder meeting as described in the more complete proxy materials that are available to you on the Internet. You may view the proxy materials online at [www.ProxyVote.com](http://www.ProxyVote.com) or easily request a paper copy (see reverse side). Please follow the instructions on the reverse side to vote on these important matters. We encourage you to access and review all of the important information contained in the proxy materials before voting.

Voting Items	Board Recommends
1. Election of three Class I directors to serve until our 2026 Annual Meeting of Stockholders and until their successors are duly elected and qualified. <b>Nominees:</b> 01) Eric S. Yuan 02) Peter Gassner 03) Lieut. Gen. H.R. McMaster	✔ For
2. Ratify the appointment of KPMG LLP as our independent registered public accounting firm for our fiscal year ending January 31, 2024.	✔ For
3. Approve, on an advisory non-binding basis, the compensation of our named executive officers as disclosed in our proxy statement.	✔ For

**NOTE:** Your proxy holder will also vote on any other business as may properly come before the meeting or any adjournment thereof (with discretionary authority under Proposal 1 to vote for a substitute nominee if any nominee is unable to serve or for good cause will not serve).

Prefer to receive an email instead? While voting on [www.ProxyVote.com](http://www.ProxyVote.com), be sure to click "Delivery Settings".