

EVERBRIDGE, INC.

**PROCESS FOR
STOCKHOLDER COMMUNICATIONS WITH THE BOARD OF DIRECTORS**

Stockholders of Everbridge, Inc. (“*Everbridge*”) wishing to communicate with Everbridge’s Board of Directors (the “*Board*”) or an individual director may send a written communication to the Board or such director c/o Everbridge, Inc., 25 Corporate Drive, Suite 400, Burlington, MA 01803, Attn: Secretary. Written communications may be submitted anonymously or confidentially and may, at the discretion of the person submitting the communication, indicate whether the person is a stockholder or other interested party. Alternatively, stockholders may submit communications to the Board as a group through the Investor Relations section of Everbridge’s corporate website by clicking [HERE](#).

Each communication will be reviewed by Everbridge’s Secretary to determine whether it is appropriate for presentation to the Board or such director. Examples of inappropriate communications include product complains, product inquiries, new product suggestions, resumes or job inquiries, surveys, solicitations or advertisements, or hostile communications.

Communications determined by the Secretary to be appropriate for presentation to the Board or such director will be submitted to the Board or such director on a periodic basis. Communications determined by the Secretary to be inappropriate for presentation will still be made available to any non-management director upon such director’s request.