#### UNITED STATES SECURITIES AND EXCHANGE COMMISSION

Washington, D.C. 20549

#### **SCHEDULE 14A**

Proxy Statement Pursuant to Section 14(a) of the Securities Exchange Act of 1934 (Amendment No. \_\_)

Filed by the Registrant ⊠ Filed by a Party other than the Registrant  $\Box$ 

Check the appropriate box:

L	J	Prelimina	rv Proxv	Statement	

Confidential, for Use of the Commission Only (as permitted by Rule 14a-6(e)(2))

Definitive Proxy Statement

Definitive Additional Materials

Soliciting Material Pursuant to §240.14a-12

#### **Microsoft Corporation**

(Name of Registrant as Specified In Its Charter)

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

#### Payment of Filing Fee (Check the appropriate box):

- No fee required.
- Fee computed on table below per Exchange Act Rules 14a-6(i)(4) and 0-11.
  - Title of each class of securities to which transaction applies:
  - (2) Aggregate number of securities to which transaction applies:
  - (3) Per unit price or other underlying value of transaction computed pursuant to Exchange Act Rule 0-11 (set forth the amount on which the filing fee is calculated and state how it was determined):
  - (4) Proposed maximum aggregate value of transaction:
  - (5) Total fee paid:
- Fee paid previously with preliminary materials.
- Check box if any part of the fee is offset as provided by Exchange Act Rule 0-11(a)(2) and identify the filing for which the offsetting fee was paid previously. Identify the previous filing by registration statement number, or the Form or Schedule and the date of its filing.
  - Amount Previously Paid:
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  - Date Filed: (4)

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



# MICROSOFT CORPORATION SHAREHOLDERS OF RECORD AS OF SEPTEMBER 29, 2017 ANNUAL SHAREHOLDERS MEETING TO BE HELD ON NOVEMBER 29, 2017

Your vote is important. Thank you for voting.

Read the Proxy Statement and have the voting instruction form below at hand. Please note that the Internet voting turns off at 11:59 pm ET the night before the meeting or cutoff date.

To vote by Internet

Before The Meeting

1. Color whether the properties are ground to CDI Records shows

- Go to website <u>www.proxyvote.com</u> or scan the QR Barcode above. Follow the instructions provided on the website. *During The Meeting* Go to website <u>microsoft.onlineshareholdermeeting.com.</u> Follow the instructions provided on the website.

To vote by Telephone

1) Call 1-800-454-8683.

To vote by Mail

1) Complete and return your voting instruction form in the envelope provided.

Important Notice Regarding the Availability of Proxy Materials for the Annual Shareholders Meeting. The following materials are available at wave, proxydice com: Notice and Proxy Statement and Annual Report  PLEASE "X" HERE ONLY IF YOU PLAN TO ATTEND THE MEETING AND VOTE THESE SHARES IN PERSON  For Against Meeting AND VOTE THESE SHARES IN PERSON  For Against Abstain  13. John W. Thompson  14. Padmasree Warrior  15. Advisory vote to approve named executive officer compensation (The Board recommends a vote FOR the International Compensation (The Board FOR The Shared Of Directors recommends you vote 1 year on the Following proposals:  16. Reid G. Hoffman  17. Padmasree Warrior  18. Advisory vote to approve named executive officer compensation (The Board of Directors recommends you vote 1 year on the following proposals:  18. Advisory vote to approve named executive officer compensation (The Board of Directors recommends you vote 1 year on the following proposals:  19. Advisory vote to approve the frequency of future advisory votes to approve executive compensation (The Board of Directors recommends you vote 1 year on the following proposals:  19. Advisory vote to approve the frequency of future advisory votes to approve executive officer compensation (The Board of Directors recommends you vote 1 year on the following proposals:  19. Advisory vote to approve executive of future advisory votes to approve executive of the future advisory votes to approve executive compensation (The Board of Directors recommends you vote FOR the following proposals:  19. Charles H. Noski  19. Penny S. Pritzker  19. Charles W. Scharf  10. Charles W. Scharf  10. Charles W. Scharf  10. NOTE: Such other business pay properly come before the meeting or any adjournment thereof.	E, MARK	BLOCKS BELOW IN BLUE OR BLACK INK AS	FOLLO	WS:		E	32567-TB
MEETING AND VOTE THESE SHARES IN PERSON  The Board of Directors: (The Board recommends you vote FOR the following proposals:  1. Election of Directors: (The Board recommends a vote FOR Against Abstain PFOR each nominee)  1. William H. Gates III	Shareholo vww.prox	ders Meeting. The following materials are available syvote.com:		he Annual			
The Board of Directors recommends you vote FOR the following proposals:  1. Election of Directors: (The Board recommends a vote For Against Abstain FOR each nominee)  1. Election of Directors: (The Board recommends a vote FOR Against Abstain 14. Padmasree Warrior							
13. John W. Thompson	e Board	of Directors recommends you yote				For Against A	bstain
FOR each nominee)  14. Padmasree Warrior						13. John W. Thompson	
2. Advisory vote to approve named executive officer compensation (The Board recommends a vote FOR this proposal)  The Board of Directors recommends you vote 1 year 1 Year 2 Years 3 Years Abstation on the following proposal:  The Board of Directors recommends you vote 1 year 1 Year 2 Years 3 Years Abstation on the following proposal:  Advisory vote to approve the frequency of future advisory votes to approve executive compensation (The Board recommends a vote for 1 YEAR on this proposal)  The Board of Directors recommends you vote FOR the following proposals:  For Against Abstation of Deloitite & Touche LLP as our independent auditor for fiscal year 2018 (The Board recommends a vote FOR this proposal)  Sandra E. Peterson			For	Against	Abstain	14. Padmasree Warrior	
Case   Case	01.	William H. Gates III					
O3. Hugh F. Johnston	02.	Reid G. Hoffman					
O4. Teri L. List-Stoll	03.	Hugh F. Johnston				The Board of Directors recommends you vote 1 year 1 Year 2 Years 3 Years A on the following proposal:	Abstain
The Board of Directors recommends you vote FOR the following proposals:  For Against Abstacles    Charles H. Noski	04.	Teri L. List-Stoll				advisory votes to approve executive compensation $\ \square$ $\ \square$ (The Board recommends a vote for 1 YEAR on this	
4. Ratification of Deloitte & Touche LLP as our independent auditor for fiscal year 2018  O7. Helmut Panke	05.	Satya Nadella				The Board of Directors recommends you vote FOR the	Abstain
07. Helmut Panke	06.	Charles H. Noski					
08. Sandra E. Peterson	07.	Helmut Panke					П
09. Penny S. Pritzker	08.	Sandra E. Peterson				the Executive Incentive Plan	
10. Charles W. Scharf	09.	Penny S. Pritzker				Approval of the Microsoft Corporation 2017 Stock Plan	
	10.	Charles W. Scharf				NOTE: Such other business as may properly come before the	ш
	11.	Arne M. Sorenson				meeting or any adjournment thereof.	
12. John W. Stanton	12.	John W. Stanton					
					7		
nature [PLEASE SIGN WITHIN BOX] Date					╛		

# \*\*\* Exercise Your Right to Vote \*\*\*

Important Notice Regarding the Availability of Proxy Materials for the Annual Shareholders Meeting to Be Held on November 29, 2017.

## **Meeting Information**

Meeting Type: Annual Meeting For holders as of: September 29, 2017

**Date:** November 29, 2017 **Time:** 8:00 a.m. PT

**Location:** Meydenbauer Center

11100 NE 6th Street Bellevue, Washington

Meeting live via the Internet-please visit microsoft.onlineshareholdermeeting.com.

You are receiving this communication because you hold shares in the company named above.

This is not a ballot. You cannot use this notice to vote these shares. This communication presents only an overview of the more complete proxy materials that are available to you on the Internet. You may view the proxy materials online at <a href="https://www.proxyvote.com">www.proxyvote.com</a>, scan the QR Barcode on the reverse side, or easily request a paper copy (see reverse side).

We encourage you to access and review all of the important information contained in the proxy materials before voting.

See the reverse side of this notice to obtain proxy materials and voting instructions.



# **Before You Vote**

How to Access the Proxy Materials

Proxy Materials Available to VIEW or RECEIVE:

NOTICE AND PROXY STATEMENT ANNUAL REPORT

**How to View Online:** 

Have the information that is printed in the box marked by the arrow (located on the following page) and visit: www.proxyvote.com, or scan the OR Barcode below.

How to Request and Receive a PAPER or E-MAIL Copy:

If you want to receive a paper or e-mail copy of these documents, you must request one. There is NO charge for requesting a copy.

Please choose one of the following methods to make your request:

1) BY INTERNET: www.proxyvote.com2) BY TELEPHONE: 1-800-579-1639

3) BY E-MAIL\*: sendmaterial@proxyvote.com

\* If requesting materials by e-mail, please send a blank e-mail with the information that is printed in the box marked by the arrow (located on the following page) in the subject line.

Requests, instructions and other inquiries sent to this e-mail address will NOT be forwarded to your investment advisor.

Please make the request as instructed above on or before November 15, 2017 to facilitate timely delivery.

## **How To Vote**

### Please Choose One of the Following Voting Methods



Vote In Person: Many shareholder meetings have attendance requirements including, but not limited to, the possession of an attendance ticket issued by the entity holding the meeting. Please check the meeting materials for any special requirements for meeting attendance. At the meeting, you will need to request a ballot to vote these shares.

Vote By Internet: Go to www.proxyvote.com or from a smart phone, scan the QR Barcode above. Have the information that is printed in the box marked by the arrow [Included on the following page] available and follow the instructions.

During The Meeting:

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

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#### **Voting Items**

The Board of Directors recommends a vote "FOR" EACH OF THE FOLLOWING NOMINEES, "FOR" PROPOSAL 2, "1 YEAR" ON PROPOSAL 3, "FOR" PROPOSAL 4, "FOR" PROPOSAL 5, and "FOR" PROPOSAL 6.

- Election of Directors: (The Board recommends a vote FOR each nominee)
  - 01. William H. Gates III
  - 02. Reid G. Hoffman
  - 03. Hugh F. Johnston
  - 04. Teri L. List-Stoll
  - 05. Satya Nadella
  - 06. Charles H. Noski
  - 07. Helmut Panke
  - 08. Sandra E. Peterson
  - 09. Penny S. Pritzker
  - 10. Charles W. Scharf
  - 11. Arne M. Sorenson
  - John W. Stanton

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13. John W. Thompson

#### 14. Padmasree Warrior

- Advisory vote to approve named executive officer compensation (The Board recommends a vote FOR this proposal)
- Advisory vote on the frequency of future advisory votes to approve executive compensation
   (The Board recommends a vote for 1 YEAR on this proposal)
- Ratification of Deloitte & Touche LLP as our independent auditor for fiscal year 2018 (The Board recommends a vote FOR this proposal)
- Approval of material terms of the performance goals under the Executive Incentive Plan (The Board recommends a vote FOR this proposal)
- 6. Approval of the Microsoft Corporation 2017 Stock Plan (The Board recommends a vote FOR this proposal)