FORM 4

## **UNITED STATES SECURITIES AND EXCHANGE COMMISSION**

Washington, D.C. 20549

#### Check this box if no longer subject to Section 16. Form 4 or Form 5 obligations may continue. See Instruction 1(b).

### STATEMENT OF CHANGES IN BENEFICIAL OWNERSHIP

**OMB APPROVAL** 3235-0287 Estimated average burden hours per response: 0.5

Filed pursuant to Section 16(a) of the Securities Exchange Act of 1934 or Section 30(h) of the Investment Company Act of 1940

| 1. Name and Address of Reporting Person*  Wright Robert D. |                                                                     |        |                        |                                                             |                                                          | 2. Issuer Name and Ticker or Trading Symbol POTBELLY CORP [ PBPB ] |                                |                                                              |          |                                                                                     |                    |                                                                                                  |                                                             | (Che                                                                            | <ul> <li>5. Relationship of Reporting Person(s) to Issuer (Check all applicable)</li> <li>Director</li> <li>10% Owner</li> </ul> |                                                                                                                    |               |                                                                          |                                                                    |
|------------------------------------------------------------|---------------------------------------------------------------------|--------|------------------------|-------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------------------------|--------------------------------|--------------------------------------------------------------|----------|-------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------|---------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------|--------------------------------------------------------------------|
| (Last)                                                     | ,                                                                   | First) |                        | 3. Date of Earliest Transaction (Month/Day/Year) 06/28/2024 |                                                          |                                                                    |                                |                                                              |          |                                                                                     |                    | V                                                                                                |                                                             | Officer (give title below)  President and CEO                                   |                                                                                                                                  |                                                                                                                    |               |                                                                          |                                                                    |
| SUITE 325                                                  |                                                                     |        |                        |                                                             | 4. If Amendment, Date of Original Filed (Month/Day/Year) |                                                                    |                                |                                                              |          |                                                                                     |                    | Line                                                                                             | 6. Individual or Joint/Group Filing (Check Applicable Line) |                                                                                 |                                                                                                                                  |                                                                                                                    |               |                                                                          |                                                                    |
| (Street)                                                   | (Street) CHICAGO IL 60606                                           |        |                        |                                                             |                                                          |                                                                    |                                |                                                              |          |                                                                                     |                    |                                                                                                  | V                                                           | Form filed by One Reporting Person Form filed by More than One Reporting Person |                                                                                                                                  |                                                                                                                    |               |                                                                          |                                                                    |
| (City) (State) (Zip)                                       |                                                                     |        |                        |                                                             |                                                          | Rule 10b5-1(c) Transaction Indication                              |                                |                                                              |          |                                                                                     |                    |                                                                                                  |                                                             |                                                                                 |                                                                                                                                  |                                                                                                                    |               |                                                                          |                                                                    |
|                                                            |                                                                     |        |                        |                                                             |                                                          |                                                                    | action was m<br>ons of Rule 10 |                                                              |          |                                                                                     |                    | uction or writt                                                                                  | ten pla                                                     | n that is inte                                                                  | nded to                                                                                                                          |                                                                                                                    |               |                                                                          |                                                                    |
|                                                            |                                                                     | Ta     | able I - No            | n-Deriva                                                    | tive S                                                   | Secui                                                              | rities                         | Acq                                                          | uired,   | Dis                                                                                 | posed of           | , or E                                                                                           | 3ene                                                        | ficial                                                                          | ly Own                                                                                                                           | ed                                                                                                                 |               |                                                                          |                                                                    |
| 1. Title of Security (Instr. 3)  2. Transac Date (Month/Da |                                                                     |        |                        |                                                             | Executio                                                 |                                                                    |                                | Date,                                                        |          |                                                                                     | Disposed C         | es Acquired (A)<br>Of (D) (Instr. 3, 4                                                           |                                                             |                                                                                 | 5. Amo<br>Securit<br>Benefic<br>Owned<br>Report                                                                                  | ties<br>cially<br>Following                                                                                        | Forn<br>(D) c | n: Direct<br>or Indirect<br>nstr. 4)                                     | 7. Nature<br>of Indirect<br>Beneficial<br>Ownership<br>(Instr. 4)  |
|                                                            |                                                                     |        |                        |                                                             |                                                          |                                                                    |                                |                                                              | Code     | v                                                                                   | Amount             | (A)<br>(D)                                                                                       | or F                                                        | Price                                                                           | Transa                                                                                                                           | ed<br>ction(s)<br>3 and 4)                                                                                         |               |                                                                          | (instr. 4)                                                         |
| Common Stock 06/28/2                                       |                                                                     |        |                        |                                                             | 2024                                                     |                                                                    |                                |                                                              | F        |                                                                                     | 1,004(1)           | I                                                                                                | )                                                           | \$8.03                                                                          | 72                                                                                                                               | 723,868                                                                                                            |               | D                                                                        |                                                                    |
| Common Stock 06/28/2                                       |                                                                     |        |                        |                                                             | 2024                                                     |                                                                    |                                |                                                              | F        |                                                                                     | 537(2)             | I                                                                                                | )                                                           | \$8.03                                                                          | 72                                                                                                                               | 723,331                                                                                                            |               | D                                                                        |                                                                    |
|                                                            |                                                                     |        | Table II -             |                                                             |                                                          |                                                                    |                                |                                                              |          |                                                                                     | osed of, convertib |                                                                                                  |                                                             |                                                                                 | Owne                                                                                                                             | d                                                                                                                  |               |                                                                          |                                                                    |
| 1. Title of<br>Derivative<br>Security<br>(Instr. 3)        | 2.<br>Conversio<br>or Exercis<br>Price of<br>Derivative<br>Security |        | Execut<br>(ear) if any | emed<br>ion Date,<br>//Day/Year)                            |                                                          | ransaction ode (Instr.                                             |                                | mber<br>rative<br>rities<br>ired<br>r<br>osed<br>)<br>: 3, 4 | Expirati | Date Exercisable and xpiration Date Month/Day/Year)  ate Expiration xercisable Date |                    | 7. Title and<br>Amount of<br>Securities<br>Underlying<br>Derivative<br>Security (Ins<br>3 and 4) |                                                             | str.                                                                            | Price of<br>erivative<br>ecurity<br>nstr. 5)                                                                                     | 9. Number<br>derivative<br>Securities<br>Beneficiall<br>Owned<br>Following<br>Reported<br>Transactio<br>(Instr. 4) | у             | 10.<br>Ownership<br>Form:<br>Direct (D)<br>or Indirect<br>(I) (Instr. 4) | 11. Nature<br>of Indirect<br>Beneficial<br>Ownership<br>(Instr. 4) |

### **Explanation of Responses:**

- 1. Shares withheld for payment of tax liability upon vesting of the restricted stock units granted on January 6, 2023.
- 2. Shares withheld for payment of tax liability upon vesting of the restricted stock units granted on January 3, 2024.

# Remarks:

/s/ Robert D. Wright

\*\* Signature of Reporting Person

07/01/2024

Date

Reminder: Report on a separate line for each class of securities beneficially owned directly or indirectly.

- \* If the form is filed by more than one reporting person, see Instruction 4 (b)(v).
- \*\* Intentional misstatements or omissions of facts constitute Federal Criminal Violations See 18 U.S.C. 1001 and 15 U.S.C. 78ff(a).

Note: File three copies of this Form, one of which must be manually signed. If space is insufficient, see Instruction 6 for procedure.

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