

**CHARTER FOR THE AUDIT COMMITTEE  
OF THE BOARD OF DIRECTORS  
OF  
BUFFALO WILD WINGS, INC.**

**(Adopted February 13, 2017)**

**I. PURPOSE**

The primary function of the Audit Committee (the “Committee”) of Buffalo Wild Wings, Inc. (the “Company”) is to provide oversight responsibilities by reviewing: the financial reports and other financial information provided by the Company to any governmental body or the public; the Company’s systems of internal controls regarding finance, accounting, legal compliance and ethics that management and the Board of Directors (the “Board”) have established; and the Company’s auditing, accounting and financial reporting processes generally. Consistent with this function, the Committee should encourage continuous improvement of, and should foster adherence to, the Company’s policies, procedures and practices at all levels. The Committee’s primary duties and responsibilities are to:

- Serve as an independent and objective party to monitor the Company’s financial reporting process and internal control system.
- Coordinate, review and appraise the audit efforts of the Company’s independent accountants and, to the extent the Company has an internal auditing or similar department or persons performing the functions of such department (“internal auditing department” or “internal auditors”), the internal auditing department.
- Communicate directly with the independent accountants, the financial and senior management, the internal auditing department and the Board regarding the matters related to the Committee’s responsibilities and duties.

The Committee will primarily fulfill these responsibilities by carrying out the activities enumerated in Section III of this Charter.

In carrying out its responsibilities, the Committee shall have the authority to consult with the Company’s outside legal counsel and other advisors or to engage independent advisors, including legal and financial advisors. The Company shall provide appropriate funding to pay for any independent advisors engaged by the Committee.

**II. MEMBERSHIP**

The Committee shall be comprised of three or more directors elected by the Board, each of whom shall be independent as such standard is set forth in applicable regulations and stock exchange listing rules. Committee members shall serve until the next annual organizational meeting of the Board, or until their successors are duly elected and qualified. The Chair of the Committee shall be elected by the Board. In the absence of the election of a Chair by the Board,

the members of the Committee shall elect a Chair by majority vote of the Committee membership.

All Committee members shall have a working familiarity with basic finance and accounting practices and shall be able to read and understand fundamental financial statements, including a company's balance sheet, income statement, and cash flow statement, at the time of their appointment to the Committee. Committee members may enhance their familiarity with finance and accounting by participating in continuing educational programs. At least one member of the Committee shall be an "audit committee financial expert," as such term is defined in applicable regulations.

### **III. RESPONSIBILITIES AND DUTIES**

#### **Documents/Reports Review**

- Review and update this Charter periodically, at least annually, as conditions dictate. Recommend all changes to the Board for approval and forward all changes to the Governance Committee for comment.
- Review the Company's annual financial statements and any reports or other financial information or estimates submitted to any governmental body or the public, including any certification, report, opinion or review rendered by the independent accountants.
- Review the regular internal reports to management prepared by the internal auditing department and management's response to such reports.
- Review with financial management and the independent accountants any 10-Q, 10-K or earnings release prior to its filing or release.

#### **Independent Accountants**

- Appoint, compensate and oversee the Company's independent auditors. The Company's independent auditors shall report directly to the Committee. On an annual basis, the Committee should review and discuss with the accountants all significant relationships the accountants have with the Company to determine the accountants' independence. The Committee should review the rotation of the independent auditors' partners in accordance with applicable regulations.
- Review the performance and qualifications of the independent accountants and discharge the independent accountants when circumstances warrant.
- Oversee practices regarding hiring of former employees of the independent auditors.
- Periodically consult with the independent accountants out of the presence of management regarding the adequacy of internal controls and the fullness and accuracy of the Company's financial statements.

- Review and discuss reports from the independent accountants on critical accounting policies and procedures, alternative treatments of financial information and material written communications between independent accountant and management.
- Review periodic written reports from the independent accountants on the company's internal quality control procedures and reviews.
- Prior to approval by the Board, pre-approve all audit services and permissible non-audit services to be performed by the Company's independent auditors. Neither the Committee nor the Board shall approve, and the Company's independent auditors shall not provide to the Company, non-audit services as prohibited by the Securities and Exchange Commission ("SEC") regulations if such services are to be provided contemporaneously while serving as independent auditors of the Company.

### **Audit Committee Report**

- Prepare an annual Audit Committee Report to be presented to the Board. The Audit Committee Report shall include, at a minimum, the following representations:
  - (1) that the Committee has reviewed and discussed the audited financial statements with management;
  - (2) that the Committee has discussed with the independent auditors the matters required to be discussed by any applicable Statement(s) on Auditing Standards (SAS);
  - (3) that the Committee has received the written disclosures and the letter from the independent accountants required by applicable requirements of the Public Company Accounting Oversight Board regarding the independent accountant's communications with the Committee concerning independence, and has discussed with the independent accountant the independent accountant's independence;
  - (4) that, based on the review and discussions referred to in paragraphs (1) through (3) of this item, the Committee recommends (or declines to recommend) to the Board that the audited financial statements be included in the company's Annual Report on Form 10-K for the last fiscal year for filing with the SEC; and
  - (5) that the individual Committee members, and the Committee in the aggregate, complies with the Committee independence requirements set forth in applicable regulations and stock exchange listing rules.

The Audit Committee Report may include other information that the Committee deems appropriate. The Committee will prepare the Audit Committee Report with the understanding that its representations will in used by the Board and the Company

to comply with Item 407 of Regulation S-K and Item 7(d) of Schedule 14A as those regulations affect the Company.

- Perform an annual evaluation of the Committee's performance, and make applicable recommendations and reports on the Committee's performance to the Board.

### **Risk Management**

- Review activities, organizational structure and qualifications of the internal audit department.
- Ensure that the internal auditing department periodically reports (as deemed necessary) directly to the Committee. The Committee shall meet with key members of the internal auditing department at least annually, without management or others present, to discuss the adequacy of the internal audit function and results of such internal audit reviews.
- Inquire of management, internal auditors and external auditors about the adequacy of the Company's internal control procedures as a complete system, as well as the discovery of any significant deficiencies or material weakness in the Company's internal control procedures or any fraud, whether or not material, that involves any employees who have a significant role in the Company's internal controls.
- Instruct the internal and external auditors, the Chief Executive Officer and Chief Financial Officer that the Committee expects to be advised if there are areas of Company operation that, consistent with the Committee's purpose, require its special attention.

### **Related-Party Transactions**

- Regularly review and assess the adequacy of the Company's policy with respect to related party transactions and, as appropriate, recommend to the Board revisions to such policy.
- Oversee administration of the Company's policy with respect to related party transactions, and review and either approve or disapprove related party transactions submitted to it pursuant to such policy.

### **Financial Reporting Processes**

- In consultation with the independent accountants and the internal auditors, review the integrity of the Company's financial reporting processes, both internal and external.
- Consider the independent accountants' judgments about the quality and appropriateness of the Company's accounting principles as applied in its financial reporting.

- Consider and approve, if appropriate, material changes to the Company's critical auditing and accounting principles and practices as suggested by the independent accountants, management or the internal auditing department.
- Consider the adequacy of the financial and accounting staff.

### **Process Improvement**

- Establish regular and separate systems of reporting to the Committee by each of management, the independent accountants and the internal auditors regarding any significant judgments made in management's preparation of the financial statements and the view of each as to appropriateness of such judgments.
- Following completion of the annual audit, review separately with each of management, the independent accountants and the internal auditing department any significant difficulties encountered during the course of the audit, including any restrictions on the scope of work or access to required information or any significant disagreement among these groups in connection with the preparation of the financial statements.
- Review with the independent accountants, the internal auditing department and management the extent to which changes or improvements in financial or accounting practices, as approved by the Committee, have been implemented.
- Review with management and the internal auditor the effectiveness of the Company's disclosure controls and procedures.
- Discuss with management and the independent auditor any correspondence with regulators or governmental agencies and any published reports which raise material issues regarding the Company's financial statements or accounting policies.

### **Ethical and Legal Compliance**

- Review periodically the Company's Code of Ethical Conduct (the "Code") and management's enforcement of the Code as it relates to the Company's financial reporting process and internal control system.
- Annually determine if such Code is accomplishing its stated purposes.
- Ensure that management has the proper review system in place to ensure that the Company's financial statements, reports and other financial information disseminated to governmental organizations and the public satisfy legal requirements.
- Review, with the Company's counsel, any legal matter that could have a significant impact on the Company's financial statements.

- Establish and maintain procedures for the receipt, retention, and treatment of complaints received by the Company regarding accounting, internal accounting controls or auditing matters. At a minimum, these procedures shall allow employees to submit concerns regarding questionable accounting and auditing matters on a confidential, anonymous basis.
- Perform any other activities consistent with this Charter, the Company's Bylaws and governing law, as the Committee or the Board deems necessary or appropriate.

#### **IV. AUTHORITY**

The Audit Committee shall have the authority as and when it shall determine to be necessary or appropriate to the functions of the Audit Committee, to:

- i. Appoint, discharge and authorize compensation of the Company's independent auditors;
- ii. At the expense of the Company, to retain and compensate such consultants and advisors, as it determines necessary to assist it with its functions;
- iii. To request from the Chief Executive Officer, the Chief Financial Officer and such other members of Company management as the Committee shall deem appropriate advice and information, orally or in writing, concerning the Company's business operations and financial condition relevant to the functions of the Committee.
- iv. To the extent permissible under applicable laws and regulations, the Committee may delegate its responsibilities to one or more members of the Committee.

#### **V. MEETINGS AND MINUTES**

The Committee shall meet at least four times annually, or more frequently as circumstances dictate. As part of its job to foster open communication, the Committee should meet at least annually with management and the director of the internal auditing department in separate executive sessions to discuss any matters that the Committee or each of these groups believe should be discussed privately. In addition, the Committee should meet with the independent accountants and management quarterly to review the Company's financials consistent with Section III of this Charter.

The Audit Committee will maintain written minutes of its meetings. Such minutes will be provided to the Board, and filed with the minutes of the meetings of the Board. A majority of the members of the Committee shall constitute a quorum of the Committee.

## **VI. MANAGEMENT COOPERATION**

Management of the Company is requested to cooperate with the Audit Committee, and to render assistance to the Audit Committee as it shall request in carrying out its functions.