



Buffalo County Health Department
Prevent. Promote. Protect.

Retail Food Establishment – Not Serving Meals: Complexity Category Calculator

A retail food establishment - not serving meals is a retail food establishment at which meal sales are not the predominant activity. This calculator is utilized to help determine a retail food establishment's complexity category, which determines your license type and license fees. **The complexity category is needed to complete your license application.**

Fill out tables below to determine your complexity category.

Table 1: Annual Sales Volume Information- Check One

| | | |
|--------------------------|---|-----|
| <input type="checkbox"/> | Establishment has annual gross food sale receipts less than \$25,000. | .25 |
| <input type="checkbox"/> | Establishment and has annual gross food sale receipts more than \$25,000 but not more than \$1,000,000. | .5 |
| <input type="checkbox"/> | Establishment has annual gross food sale receipts more than \$1,000,000 but not more than \$5,000,000. | 1 |
| <input type="checkbox"/> | Establishment has annual gross food sale receipts more than \$5,000,000. | 2 |

Table 2: Risk Complexity Calculation- Check All That Apply

| | | |
|--------------------------|---|---|
| <input type="checkbox"/> | Establishment has a self-service salad bar or food bar*. Does not include condiments, bakery or toppings. | 1 |
| <input type="checkbox"/> | Establishment processes fresh or frozen raw poultry, meat, seafood, or eggs. | 1 |
| <input type="checkbox"/> | Establishment operates using a variance or HACCP plan. | 1 |
| <input type="checkbox"/> | Establishment operates using a Bare Hand Contact or Time as a Public Health Control Plan. | 1 |
| <input type="checkbox"/> | Establishment offers catering or preordered meals in bulk quantity for events. | 1 |
| <input type="checkbox"/> | Establishment cold holds, hot holds, or reheats time/temperature for safety foods. | 1 |
| <input type="checkbox"/> | Establishment does cooling of cooked or reheated time/temperature control for safety foods. | 1 |
| <input type="checkbox"/> | Establishment wholesales food that requires refrigeration. | 1 |

| | | |
|--------------------------|---|---|
| <input type="checkbox"/> | Establishment chops, dices, mixes, slices, blanches, boils, cooks, packages, or assembles product. | 1 |
| <input type="checkbox"/> | Establishment has an additional area(s), other than the main kitchen, where food preparation activities occur. | 1 |
| <input type="checkbox"/> | Establishment prepares food specifically for a highly susceptible population, such as a nursing home or day care. | 1 |
| <input type="checkbox"/> | Establishment has a customer seating capacity greater than 75 or has a drive-through window. | 1 |

Calculation Instructions – Add All Points from Table 1 and Table 2 to Determine Retail Food Establishment Complexity

Table 1 Total _____ + Table 2 Total _____ = _____

Use total to select your complexity on the table below. This will be used for your application.

| | |
|--------------------------|---------------------------|
| <input type="checkbox"/> | 0 – 2.5, simple |
| <input type="checkbox"/> | 2.75 – 4.5, moderate |
| <input type="checkbox"/> | Greater than 4.5, complex |

Please review Wis. Admin. Code § ATCP 75.08 for specific rule language regarding complexity category assignment.