

Materiality Threshold Determination Worksheet

Entity Name:

Period:

Date Prepared:

Prepared By:

1. Relevant Financial Data

Description	Current Year Amount	Basis for Selection
Total Assets	<input type="text"/>	<input checked="" type="checkbox"/> Yes <input type="button" value="▼"/>
Total Revenue	<input type="text"/>	<input checked="" type="checkbox"/> Yes <input type="button" value="▼"/>
Net Income	<input type="text"/>	<input checked="" type="checkbox"/> Yes <input type="button" value="▼"/>
Other (specify)	<input type="text"/>	<input checked="" type="checkbox"/> Yes <input type="button" value="▼"/>

2. Basis of Materiality Determination

Select basis and provide justification for choice:

E.g. 1% of total revenue selected due to operational scale and industry practice...

3. Calculation of Materiality Threshold

Selected Basis	Percentage/Rule Applied	Materiality Threshold
e.g. Total Revenue	e.g. 1%	<input type="text"/>

4. Qualitative Considerations

Describe any qualitative factors considered (e.g. regulatory, stakeholder sensitivity, fraud risk):

5. Conclusion and Approvals

Final materiality threshold and rationale:

Prepared By

Date

Reviewed/Approved By

Date

YYYY-MM-DD YYYY-MM-DD

Important Notes

- This worksheet should be updated annually or whenever significant changes in operations occur.
- Materiality thresholds must consider both quantitative and qualitative factors.
- Documenting justification for basis selection is critical for defensibility in audits.
- Final determination should be reviewed and approved by authorized personnel.