

**INDUSTRY GUIDANCE**

<b>Category:</b>	Architectural Firms	<b>Tax Type:</b>	Sales & Use Tax
<b>Brief Description:</b>	Architectural Firms Tax Matrix	<b>Issuance Date:</b>	07-17-2023
		<b>Revision Date:</b>	03-28-2025

The taxability of sales and purchases of tangible personal property and labor services by architectural firms are summarized below. While this document provides general information as to the taxability of sales and purchases of tangible personal property and labor services by businesses in the architectural industry, it may not necessarily cover every situation as the taxability may depend on facts and circumstances around the specific transaction. Should a more definitive determination be desired, businesses may request a letter ruling from the Department. [MODOR Letter Ruling Page](#)

***This list is not all-inclusive.***

Missouri sales or use tax applies to those purchases identified or designated as taxable in the chart below. The applicable Missouri sales or Missouri consumer’s use tax must be paid to the vendor or accrued and remitted directly to the Missouri Department of Revenue. Purchases from Missouri vendors should be reported using the retailer’s sales tax return. Purchases from outside this state which are delivered to this state are to be reported on the Missouri consumer’s use tax return.

**Note:** In the purchases section below, there are some references to whether or not the business is an “Architectural Firm Headquartered in this State”. That phrase is found in an exemption, Section 144.030.2(28), for purchases of computers, computer software, and computer security systems by architectural or engineering firms “headquartered in this state”.

**The phrase “headquartered in this state” is defined to mean the office for the administrative management of at least four integrated facilities operated by the taxpayer is located in Missouri.**

*In counting the facilities to reach or exceed the number of four, the following criteria should be kept in mind.*

- Do not count temporary sites set up at customers’ locations.
- Adjacent buildings count as one location, even if they have two or more separate addresses.
- Employees who work from home would not count as a separate location.

<b>Sales by Architectural Firms:</b>	<b>Taxable/Exempt</b>
Architectural services including but not limited to schematic design and development, interior and landscape design, animations, digital photorealistic interior and exterior images, preparation of construction documents, bidding and construction observation, etc.	Exempt
Feasibility studies, programming, project management and consulting work with clients	Exempt
Hand drawn architectural renderings or illustrations	Taxable

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<b>Sales by Architectural Firms (continued):</b>	<b>Taxable/Exempt</b>
Architectural renderings or illustrations electronically transmitted	Exempt
Models of architectural projects	Taxable
Shipping, delivery, freight, and postage charges	Exempt
Handling charges	Taxable
Combined shipping & handling	Taxable

<b>Purchases by Architectural Firms:</b>	<b>Taxable/Exempt</b>
Items purchased for resale	Exempt
Computers (except for architectural firms headquartered in this state)	Taxable
Computers (for architectural firms headquartered in this state)	Exempt
Computer peripherals such as keyboards, external monitors, printers, speakers, microphones, external expansion memory, etc.	Taxable
Computer security systems (except architectural firms headquartered in this state)	Taxable
Computer security systems (for architectural firms headquartered in this state)	Exempt
Security equipment (except computer security systems)	Exempt
Security cameras & other security related equipment	Taxable
Security monitoring services	Exempt
Canned software and software upgrades to maintain or update software delivered via CD Rom (except for architectural firms headquartered in this state)	Taxable
Canned software and software upgrades to maintain or update software delivered via CD Rom (for architectural firms headquartered in this state)	Exempt
Canned software provided via electronic download through the internet	Exempt
Custom software and software upgrades to maintain or update software developed for a single end user	Exempt
Office and art supplies, such as, paper, pens, pencils, markers, paints, poster board, glue easels, etc.	Taxable
Shelving, display racks, display cases, suction tables, checkout counters, cash registers and supplies, storage cabinets, etc.	Taxable
Cleaning materials such as gloves, chemicals, waxes, etc.	Taxable

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<b>Purchases by Architectural Firms (continued):</b>	<b>Taxable/Exempt</b>
Office supplies such as office forms, staplers, paper, pens, pencils, labels, business cards, ink, toner, ribbon cartridge, etc.	Taxable
Furniture and fixtures, including but not limited to: desks, lamps, tables, chairs, artwork, signs, plants and planters, shelving, etc.	Taxable
Promotional items including but not limited to: calendars, mugs, clothing, balloons, etc.	Taxable
Complimentary bottled water, coffee, soft drinks, creamer, sugar, cups and stir sticks, candy, etc.	Taxable
Break room supplies such as microwaves, refrigerators, tables, chairs and paper products	Taxable
Books, newspaper, and magazine subscriptions	Taxable
Educational materials such as posters, printed materials and literature, etc.	Taxable
Computer & internet equipment	Taxable
Donations of tangible personal property	Taxable
Specialty advertising	Taxable
Media advertising	Exempt
Continuing education courses	Exempt
Utilities	Taxable
Shipping, delivery, freight, and postage charges	Exempt
Handling charges	Taxable
Combined shipping & handling	Taxable
Streaming music services	Exempt
Janitorial supplies	Taxable
Trash & cleaning services	Exempt
Pest control services	Exempt
Uniforms	Taxable
Repairs, maintenance, and remodeling services to existing structure/facility through a hired contractor	Exempt
Warranty or service agreements for tangible personal property such as computers, printers, copiers, security equipment, etc.	Exempt