



Guide to Kansas Sales Tax for Religious Organizations

(The following information is a summary of sales tax matters that may affect your congregation, school or RSO. Please consult the Kansas Department of Revenue regarding your specific situation and its taxability.)

Tax Exemption for Purchases of Goods and Services

LCMS Kansas District congregations, schools and RSOs are eligible for state sales tax exemption for purchases of goods and services. *Synod's federal group exemption does not cover your organization for sales tax.* These state exemption certificates are applied for by each congregation, school or RSO on their own behalf.

If your organization does not already have its exemption certificate, visit the Department of Revenue's [Customer Service Center](#) and create an account. Organizations may also visit the Customer Service Center to access or print existing certificates and file name or address changes.

Tax Exemption for Construction Projects

To avoid sales tax on materials required for construction projects (including repairs and remodeling), apply for a project exemption certificate using Form PR-76 through the Kansas Department of Revenue. Your contractors will need this in order to avoid passing on sales tax costs to your ministry.

Collection of Sales Tax

While religious organizations are normally exempt from *paying sales tax on purchases*, they rarely are exempt from collecting and remitting sales tax on *sales* of goods or services. Please consult the Kansas Department of Revenue's ***Sales Tax and Compensating Use Tax Guide*** ([Pub. KS-1510](#)) which describes taxable and exempt collection activities as follows:

Sales tax is to be collected on:

1. The sale, rental, or lease of tangible personal property (including food and beverages, apparel, household goods, etc.).
2. Charges for labor services to install, apply, repair, service, alter, or maintain tangible personal property.
3. The sale of admissions to places providing amusement, entertainment or recreation services.

Exemptions are only provided for the following:

- Infrequent sales of a non-recurring nature (See Isolated or Occasional Sales in Pub. KS-1510).
 - No more than two selling events of a day's duration in a 12-month period.
 - Not conducted as an annual event.
 - Not holding itself as being engaged in the business of selling property or services of the type being sold.

Example 1: In most cases, annual (recurring) fundraisers that generate revenue from ticket sales, food and beverage sales, live and silent auctions, and/or merchandise sales require the collection and remittance of sales tax. Pricing goods and services as a "free will donation" does not require the collection of sales tax, however indicating a "suggested donation" would require the collection and remittance of sales tax.

Example 2: Typically, a burrito sale, pancake feed or car wash held on a non-recurring basis (and less than two times per year) will not require the collection and remittance of sales tax.

Please contact the Kansas Department of Revenue for further information at:

Kansas Department of Revenue - Sales and Use Tax
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Topeka, KS 66625-3506

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Email: KDOR_tac@ks.gov
Web: www.ksrevenue.gov