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Rules of  
**Department of Economic  
Development**

**Division 30—Missouri Board for Architects,  
Professional Engineers, Professional Land Surveyors,  
and Landscape Architects  
Chapter 10—Corporations**

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**Title 4—DEPARTMENT OF  
ECONOMIC DEVELOPMENT  
Division 30—Missouri Board for  
Architects, Professional Engineers,  
Professional Land Surveyors,  
and Landscape Architects  
Chapter 10—Corporations**

**4 CSR 30-10.010 Application for Certificate of Authority**

*PURPOSE: This rule establishes standards for corporations to obtain and maintain certificates of authority.*

(1) A corporation desiring a certificate of authority authorizing it to render architectural, professional engineering, land surveying or landscape architectural services in this state shall submit an application to the executive director of the board, listing the names and addresses of all officers and directors for a corporation or members and managers for a limited liability company. It shall also list the managing agent for each profession who is licensed in this state to practice architecture, engineering, surveying or landscape architecture.

(2) The managing agent shall be an owner, officer, partner, or a full-time employee. If the managing agent is also the person providing immediate personal supervision, as defined by board rule(s) 4 CSR 30-13.010 and/or 4 CSR 30-13.020, then that person must work in the same office where the work is being performed.

(3) The managing agent's responsibilities include:

(A) Renewal of the certificate of authority and notification to the board of any changes in the firm;

(B) Overall supervision of the professional and licensing activities of the firm and its employees;

(C) Assurance that the firm institutes and adheres to policies that are in accordance with Chapter 327, RSMo and 4 CSR 30; and

(D) Assurance, in the case of multiple offices, that the requirements for immediate personal supervision, as defined by board rule(s) 4 CSR 30-13.010 and/or 4 CSR 30-13.020, are being met.

(4) A certificate of authority is not required by a principal firm if the work is being done by a subconsultant who is licensed in this state. The principal firm cannot advertise itself as being able to provide architecture, engineering, land surveying, or landscape architecture services, or include the names of

those professions in the name of their firm unless exempted pursuant to section 327.101(7), RSMo or section 327.191(5), RSMo.

(5) A corporation which is currently authorized by this board to provide professional services may continue to renew its certificate of authority under the rules that were in effect prior to October 30, 2005 so long as the persons listed in the corporation's application do not change. If there is any change in any of the persons listed in the corporation's application, the provisions in this section, 4 CSR 30-10.010 shall apply. The change shall be reported on a new form and submitted to the executive director of the board within thirty (30) days after the effective day of the change.

*AUTHORITY: section 327.041, RSMo Supp. 2004.\* Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Oct. 30, 2002, effective April 30, 2003. Rescinded and readopted: Filed May 13, 2005, effective Nov. 30, 2005.*

*\*Original authority: section 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001.*