

## Firearms Purchasing Permits & ID Cards

The State of New Jersey has instituted a new online firearms application and registration system (F.A.R.S.). Now, when applying for a firearms purchase permit and/or firearms ID card, the entire application is online.

Steps for applications:

1. Read this entire webpage.
2. The following items will be required for the application process:
  - Valid New Jersey driver's license number.
  - Social Security Number (S.S.N.)
  - State Bureau of Investigation (S.B.I.) number.  
(If you do not have this, you will assigned a number as part of this application)
  - Valid email address(s) for yourself and your references (References CAN be family members)
  - **North Brunswick Township Police O.R.I. number: NJ0121500**
3. Go to <https://www.njportal.com/NJSP/FARS> and click the blue box to begin the application process.
4. Please read every question thoroughly – If you have any questions or are unsure about something please call 732.247.0922 x 331 before submitting.
5. Monitor your email for status changes and for alerts that we need additional information.
6. If approved, you will be notified when your documents have been prepared and are ready to be picked up. \*  
\* \* **Please have valid photo ID with you** \* \* \*
7. If you receive a notification that you have been denied, a letter of denial will be sent to the address you listed on your application. This letter will explain the steps you will need to take for an appeal. You can contact our Detective Bureau personnel to inquire (732-247-0922 Ext. 331).
8. Appeals for a denial are heard in Middlesex County Superior Court. 732-645-4300

**Applicants:** Please make sure of the accuracy and completeness of any information you enter on the application. Only "Official Names" can be used. You cannot utilize simplified versions such as "Joe" for "Joseph". References are contacted by email so be sure the email addresses you enter are accurate, including your own, as this is the email address you will receive your confirmation number and status updates through. Applicants will have an opportunity to review all the entered information before clicking "submit". After clicking "submit", you will receive a confirmation number which is unique to each application. Please record this number or print the page. The confirmation number is how we track each application so we can answer any questions you may have. If applying for both a Firearms ID Card and Pistol Purchase Permit(s), please do so together on one application. **If you submit several subsequent applications, each receives a different confirmation number and we cannot combine them.**

**Fee(s):** In order to process the application, we must receive the permit and/or ID card fees prior to proceeding with the application as per New Jersey Administrative Code N.J.A.C. 13:54. The fees have remained the same (\$2.00 per pistol purchase permit and \$5.00 for a Firearms I.D. Card). The \$21.00 fee paid to the State of New Jersey, does not include our local fees. These are two separate transactions.

The local fees (cash or check) are collected by Records Bureau personnel at Police Headquarters which are non-refundable.

**Fingerprints:** If you have been fingerprinted in the past for firearms and have a New Jersey State Bureau of Investigation (S.B.I.) number, you will no longer need to be

fingerprinted every two (2) years. You just need to enter your S.B.I. number in the appropriate field. Your S.B.I. number appears on your current Firearms I.D. Card. If this is your first time applying and/or you have no S.B.I. number, you will need to make an appointment with "Identigo" to be fingerprinted. The new online system, (F.A.R.S.), will auto-fill a form for you to take with you to get fingerprinted. The information on where to go is on the form. You will need a printer.

When approved, you will receive an email notification to the email address you indicated on your application.

**This DOES NOT MEAN that the hard copy permit(s) and/or I.D. Card is/are ready.**

These documents still require an authorized signature to be valid. You will be will contacted when these documents have been prepared and signed off on. Please bring proper identification with you when picking these items up.

\*\*\*\*\*

\*You may withdraw your application at any time by calling or emailing us.

\*Any fees previously collected are non-refundable.

**If, after 90 days, there is no activity with your application (failed to be fingerprinted, no reference returns, supporting documentation/information not provided, etc.) we will withdraw your application from the system.**

**Once withdrawn, you will need to begin an entirely new F.A.R.S. application should you wish to reapply later.**

If you have any questions please call 732-247-0922 x 331 or email:

[jstrzy@northbrunswicknj.gov](mailto:jstrzy@northbrunswicknj.gov)