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DEPARTMENT OF
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BOROUGH OF CARLSTADT

BERGEN COUNTY, NEW JERSEY

NOTICE OF INSTRUCTIONS FOR FIREARMS PURCHASE IDENTIFICATION & PURCHASE PERMITS

Effective February 18, 2019, all applications for the issuance of a Firearms Purchaser Identification Card and Pistol Purchase Permits must be submitted via the NJ State Police Firearms Application & Registration System (FARS). This includes applications for duplicate Firearms Purchaser Identification Card due to loss, destruction or change of address situations.

***** PLEASE READ THIS PAGE IN ITS ENTIRETY
PRIOR TO BEGINNING YOUR ONLINE APPLICATION PROCESS *****

1. The NJSP FARS portal can be accessed at <https://www.njportal.com/NJSP/Fars/Home>.
2. Read all information contained within the section entitled **Service Information** for important information related to your application process.
3. Click the **Online S.T.S 033 Form** button to begin your application process.
4. Please insert ORI Number **NJ0020500** when prompted.
5. Complete all required fields and submit your application. You will be given a FARS confirmation number. Please keep this number for future reference if needed.
6. Once your application has been submitted, you will be contacted via email by a detective from this agency with further instructions.
7. The Mental Health Record Search Consent Form (S.P. 66) must be completed independent of your online application. This form will be sent to you by a detective from this agency along with instructions for its proper completion and submittal.
8. If required, you will be able to schedule Fingerprinting services during your online application process. Alternatively, you can schedule an appointment for fingerprinting services via <https://nj.ibtfingerprint.com>. The form necessary for scheduling your fingerprint appointment can be downloaded from the FARS portal during your application process.
9. Initial applicants applying for Firearms Purchaser Identification Card and/or initially issued Pistol Purchase Permit must provide this agency a photocopy of your birth certificate before your Firearms Purchaser Identification Card and/or Pistol Purchase Permits will be issued to you. Please contact the Criminal Investigations Unit at (201) 438-4810 should you not be able to produce a photocopy of your Birth Certificate.
10. All applicants must produce proper identification that contains your photograph and capable of verifying your identity and date of birth.

Please direct any questions regarding your firearms application to the Carlstadt PD Criminal Investigations Unit at (201) 438-4810.



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