



CINNAMINSON POLICE



FIREARMS APPLICATION INSTRUCTIONS

Due to the current public health emergency and the closing of all Township buildings to the public, we are temporarily revising our firearms application process.

Instructions to access the NJ State Police firearms system are included on the next page.

Applicants are required to mail payment by check to our agency for their owed fees:

- ID Card: \$5.00 (No fee for duplicate ID Card or Change of Address)
- Permit to Purchase a Handgun: \$2.00 each

Please mail check payable to Township of Cinnaminson to:

Firearms

Cinnaminson Police Department

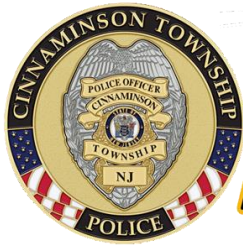
900 Manor Road

Cinnaminson NJ 08077

Approved ID Cards/Permits will be sent via certified mail to applicants. Once received, applicants should sign where indicated "Signature of Applicant." For initial ID Cards, an index finger fingerprint can be ignored at this time.

Please note that due to the health emergency, expect to experience delays with processing. Fingerprinting services for initial applicants may not be available due to vendor closures.

You must be 18 to apply for a Firearms ID Card and 21 to obtain handgun permits.



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FIREARMS APPLICATION INSTRUCTIONS

New Jersey is using an on-line Firearms Application & Registration System. This system has been mandated by the Governor's Office. All applicants must utilize this system. This includes anyone obtaining a Firearms ID Card for the first time, Duplicate ID cards, Change of Address and anyone applying for Handgun Permits.

You will access the system through the following link: <https://njportal.com/NJSP/FARS>

The new online application is Applicant driven. If you make a mistake while applying, you may simply re-apply. The applicant **MUST** utilize the correct ORI for the correct Police Department. The ORI for Cinnaminson Police is **NJ0030800**.

- You must enter your “**Official Name**” (*Legal name*). Do not use simplified versions of names such as (Joe vs. Joseph).
- Please enter accurate phone numbers and emails for yourself and references. Notify references to expect an email with the reference questionnaire.
- After entering all required information, a **Review Page** will appear. You can edit any information entered into the application prior to the final submission. ***Once submitted, you cannot go back into the system to make any changes.***
- **After the final submission, you must Print Out the Fingerprint form. Also print both the confirmation page and application at the end of the process. This is for quick reference in the event of any issues.**
- If you lived out of state within the last 10 years, you must complete a Mental Health form. The form is available at <https://www.njsp.org/firearms/pdf/sp-066.pdf>. Completed form must be emailed to records@Cinnaminspolice.org
- The police agency will notify you by phone when your documents are ready.

Permits to Carry are not able to be applied for utilizing the new system. *The paper application still applies to Permits to Carry.*

You must be 18 to apply for a Firearms ID Card and 21 to obtain handgun permits.