

INITIAL FIREARMS IDENTIFICATION CARD (STS-33) (REV.09/09)

Forms may be obtained from the following website: WWW.NJSP.org
Go to "Public Information" then "Forms to Download" to "Firearms"

THE FOLLOWING PROCEDURE MUST BE FOLLOWED WHEN AN INDIVIDUAL APPLIES FOR A FIREARMS IDENTIFICATION CARD:

1. APPLICATION

- a. Follow instructions, all questions must be answered.
- b. Two references who are not relatives. (Question 29)
- c. Sign application.

2. CONSENT FOR MENTAL HEALTH RECORDS SEARCH (S.P.66 11/07)

- a. Section marked **PART ONE** is to be completed by the applicant.
- b. The signature of the applicant on the Mental Health form is to be witnessed by a member of the Police Department only. (All other signatures will be rejected.)

3. FEE SCHEDULE

- b. \$5.00 check or money order only.
Payable to: **Pequannock Township**
NO CASH WILL BE ACCEPTED

4. FINGERPRINTS

The fingerprint process will be completed by Morpho Trust. A firearms licensing form will be provided upon the submission of the firearms application by the applicant.

5. FIREARMS IDENTIFICATION CARD APPLICATION SUBMISSION

- a. Firearms Identification Card application, Mental Health Records Search form, and the \$5.00 fee will be collected from the applicant.
- b. New Jersey Drivers license is required for proof of identification. Address on application must match your driver's license.

**PERMIT TO PURCHASE A HANDGUN (STS-33) (REV. 09/09)
MUST BE 21 YEARS OF AGE**

Forms may be obtained from the following website: www.NJSP.org.
Go to "Public Information" then "Forms to Download" to "Firearms"

THE FOLLOWING PROCEDURE MUST BE FOLLOWED WHEN AN INDIVIDUAL APPLIES FOR A PERMIT TO PURCHASE A HANDGUN:

1. **APPLICATION**
 - a. Follow instructions, all questions must be answered.
 - b. Two references who are not relatives. (Question 29)
 - c. Sign application

2. **CONSENT FOR MENTAL HEALTH RECORDS SEARCH
S.P.66 (Rev. 11/07)**
 - a. Section marked PART ONE is to be completed by the applicant.
 - b. The signature of the applicant on the Mental Health form is to be witnessed by a member of the Pequannock Township Police Department.
(All other witness signatures will be rejected.)

3. **FEE SCHEDULE**
 - a. Purchaser Permit - **\$2.00 per handgun**
Forms of payment: Check or money order only.
Payable to: **Pequannock Township**
NO CASH WILL BE ACCEPTED
(Only one application is needed regardless of how many guns you are applying for.)

4. **CRIMINAL HISTORY RECORD INFORMATION CHECK**

See attached direction sheet.

5. **PERMIT TO PURCHASE A HANDGUN APPLICATION SUBMISSION**
 - a. Permit to Purchase a Handgun application, Mental Health Records Search form and the \$2.00 fee per handgun will be collected from the applicant.
 - b. New Jersey Drivers license is required for proof of identification. Address on the application must match your driver's license.

FID 07/15

DUPLICATE FIREARMS PURCHASER IDENTIFICATION CARD
STS-033(Rev.09/09)

Forms may be obtained from the following website: WWW.NJSP.org
Go to "Public Information" then "Forms to Download" to "Firearms"

THE FOLLOWING PROCEDURE MUST BE FOLLOWED WHEN AN INDIVIDUAL APPLIES FOR A DUPLICATE FIREARMS PURCHASER IDENTIFICATION CARD:

1. **APPLICATION**
 - a. Follow instructions, all questions must be answered.
 - b. Two references who are not relatives. (Question 29)
 - c. Sign application.

2. **CONSENT FOR MENTAL HEALTH RECORDS SEARCH**
 - a. Section marked **PART ONE** is to be completed by the applicant.
 - b. The signature of the applicant on the Mental Health form is to be witnessed by a member of the Pequannock Police Department only.
(All other signatures will be rejected.)

3. **REQUEST FOR CRIMINAL HISTORY RECORD INFORMATION**

See attached direction sheet.

4. **DUPLICATE FIREARMS IDENTIFICATION CARD SUBMISSION**
 - a. Duplicate Firearms Identification Card Application and the Mental Health Records Search form will be collected from the applicant.
 - b. New Jersey Drivers license is required for proof of identification. Address on the application must match your driver's license.

FID 06/14

CRIMINAL HISTORY RECORD INFORMATION
NJS 2C:58-3 Firearm Licensing
APPLICANT INSTRUCTIONS

NO NOT USE THESE DIRECTIONS IF YOU ARE APPLYING FOR THE INITIAL FIREARMS IDENTIFICATION CARD, OR IF YOU ARE APPLYING FOR AN INITIAL FIREARMS IDENTIFICATION CARD AND PERMIT TO PURCHASE A HANDGUN AT THE SAME TIME. APPLICANT WILL BE FINGERPRINTED FOR AN INITIAL FIREARMS IDENTIFICATION CARD.

All applicants applying for a Permit to Purchase a Handgun and/or a Duplicate Firearms Identification card must follow these directions for the criminal history record check.

Applicant log on to <https://www.njportal.com/njsp/criminalrecords/> press enter and click on the **ON LINE FORM 212A** a highlighted block located on the lower left side of the page.

Pequannock Township Police nine digit (ORI) Originating Agency Identification Number **NJ0143100**

Follow the prompts for demographic and payment information.

Choose option for NJS 2C:58-3 Firearm Licensing.

Upon completion of the form the applicant will receive an e-mail Confirmation & Receipt that will include a confirmation number.

At this time the request will forwarded to the Police Department's work queue for approval and submission to the New Jersey State Police for processing.

The applicant can find more detailed information by clicking on the **Help Tab** located on the top right side of the page.

PERMIT TO CARRY A HANDGUN (S.P. 642) (REV. 02/09)

Forms may be obtained from the following website: WWW.NJSP.org
Go to "Public Information" then "Forms to Download" to "Firearms"

APPLICATION:

Application must be delivered in triplicate, to the Chief of Police of the municipality wherein you reside.

FEES:

A fee of \$20.00 must accompany the application. (Make check or money order payable to the County Clerk of Morris) **NO CASH ACCEPTED**

CONSENT FOR MENTAL HEALTH RECORDS SEARCH:

A. Section marked PART ONE is to be completed by the applicant.

B. The signature of the applicant is to be witnessed by a member of the Police Department only. (All other signatures will be rejected.)

FINGERPRINTS

The fingerprint process will be completed by Morpho Trust (Idento Go)

A firearms licensing form will be provided upon the submission of the Permit to Carry application by the applicant.

PHOTOGRAPHS:

Four photographs of the applicant must accompany the application. Photos must be one and one half inch square (1 ½ x 1 ½ square) head and shoulder, no hat, light background, and taken within the last 30 days.

One photo shall be affixed to each copy of the application. The additional photo shall be placed on the Permit to Carry Card when issued.

LETTER OF NEED/CERTIFICATION/NOTARY/ENDORSEMENTS:

The applicant shall submit a notarized Letter of Need and a Certification of having been instructed in the safe handling and use of a handgun. (See reverse side) Please note: If this application is employment related, then your employer must supply the Letter of Need.

The applicant shall have the application notarized and provide three (3) endorsements by persons he or she has known for at least three (3) years prior.

GUNS:

The applicant must submit a complete list of each gun he or she intends to carry.

Renewal of Permit to Carry Handgun will require the same procedure as stated above.

APPLICANT - Employee of armored car company, private detective agency, private security company

If the applicant is an employee of an armored car company, private detective agency, private security company his or her application shall be accompanied by a letter from the chief executive officer of the company verifying employment of the applicant; endorsing approval of the application and agreeing to notify the Chief of Police within five days of the termination of an employee to whom any permit is issued, and agreeing to obtain from that employee the permit which shall be immediately surrendered to the Chief of Police.

CERTIFICATION:

The applicant must produce evidence that he or she is thoroughly familiar with the safe handling and use of handguns. This may be evidenced in one of several ways:

- a. Completion of a firearms training course substantially equivalent to the firearms training approved by the Police Training commission as described by N.J.S.A. 2C:39-6j;
- b. Submission of an applicant's most recent handgun qualification scores utilizing the handgun(s) he or she intends to carry as evidenced by test firings administered by a certified firearms instructor of a police academy, a certified firearms instructor of the National Rifle Association, or any other recognized certified firearms instructor;
- c. Completion of a course or test in the safe handling of a handgun administered by a certified firearms instructor of a police academy, a certified firearms instructor of the National Rifle Association, or any other recognized certified firearms instructor; or
- d. Passage of any test in this State's laws governing the use of force administered by a certified instructor of a police academy, a certified instructor of the National Rifle Association, or any other recognized certified instructor.

Where available, the information required above shall be accompanied and validated by certifications of the appropriate instructor(s). In the absence of, or in addition to (a) through (d) above, the applicant shall provide any other available and accurate information which may evidence his or her proficiency in the safe handling and use of firearms, including most recent handgun qualification scores and whether he or she utilized the handgun(s) he or she intends to carry, courses attended in the safe handling and use of firearms, and extent of knowledge, however gained, of this State's laws pertaining to the use of force in the defense of person and property.

