



John N. Casella Jr.
Chief of Police

SURF CITY POLICE DEPARTMENT

813 Long Beach Boulevard
Surf City, New Jersey 08008
Phone: (609) 494-8121 Fax: (609) 494-0285

Firearms Application & Registration System (FARS)

To purchase a firearm in the State of New Jersey, individuals are required to apply for a Firearms ID (FID) card or a Handgun Purchase Permit. As part of this application process, individuals are required to submit to a background investigation.

This Agency can **ONLY** accept Firearms Applications from Residents of the Borough of Surf City.

The State of New Jersey has adopted an electronic Firearms Application process.

Follow the instructions below for the FARS (Firearms Application & Registration System) application.

FARS Application Procedures

Step 1: Visit the following website using a smartphone, tablet, or computer: <https://www.njportal.com/NJSP/fars>

Step 2: You must enter this Agency's Originating Agency Identifier (ORI) # exactly as shown: NJ0153100.
(If the application is submitted with an incorrect ORI #, the application cannot be changed. A new application must be submitted.)

Step 3: Complete the online application and review for accuracy prior to submitting. Errors may result in your application being rejected. It is recommended that you print the confirmation page since it contains information needed for subsequent steps.

If you are applying for an initial Firearms Identification Card, after completing the FARS application, you will be required to make an appointment for your fingerprints to be processed. Instructions will be provided on the confirmation page. You must have your fingerprints processed within 90 days from the date of application. Failure to do so will result in your application being automatically deleted from the FARS system and it will be necessary to reapply.

If you have previously acquired a Firearms ID card or a Permit to Purchase a Handgun, and are applying for anything other than an initial ID Card or Handgun Purchase Permit, you will be prompted to enter your State ID (SBI) Number.

**** If you are prompted to sign any forms and return them to us, please wait to sign until you are in our presence. ****

Please note the following regarding Handgun Purchase Permits:

- a. A handgun purchase permit may not be issued to anyone under 21 years of age.
- b. ONE (1) Permit is required for each handgun you wish to purchase.
- c. Per state law, you can only purchase one (1) handgun in a 30-day period.
- d. Permits expire after 90 days.
- e. If you want to purchase additional handguns after all issued permits have been used, or if the permit(s) have expired, you must apply for additional permits.
- f. If you apply for only a Firearms Identification Card but later decide you also want a Handgun Purchase Permit, a new application must be submitted.

Important Information:

- You will be receiving automated email updates throughout this process.
- **Notification of approval DOES NOT mean that your permits are immediately ready for pick up.** You will be contacted once your FID card and/or Handgun Purchase Permit(s) are completed and available. If you do not receive this notification and you attempt to retrieve your document(s), you will be asked to return at a future date.
- Please advise your references that the FARS system will email a questionnaire regarding your application. Advise your references to check their email system to ensure the email was not discarded as "spam."
- Your references must complete the questionnaire online. Advise them to complete the questions immediately so that your application will progress in a timely manner. A delay in a reference's response will result in a delay in the application process.
- Provide the best email addresses and telephone numbers for both your references and yourself.
- The New Jersey State Police website provides information on New Jersey firearms laws, transportation of firearms, and frequently asked questions. The site can be found at the following website: <http://www.njsp.org/firearms/index.shtml>