Colts Neck Township Police Department
124 Cedar Drive Colts Neck, NJ 07722

Firearms Application & Registration System

(FARS) Procedures for Applicants

Step 1: Visit this website. You MUST enter the site address as follows:

www.njportal.com/NJSP/fars

Please note this site/portal is not administered by the Colts Neck Township Police Department

Step 2: The Colts Neck Township Police Department ORI# is **NJ0130400**

*****You will NOT be able to complete the FARS online application WITHOUT THIS ORI#**

Step 3: Complete the online application. You may complete the application using a smartphone, mobile device, laptop, or desktop computer. When completing the application, you will need the email addresses of two (2) reputable references. **Your references can be family members.**

Step 4: When contacted, you must appear at the Colts Neck Township Police Department to pay for your Firearms Identification (FID) Card and/or handgun Purchase Permits. Initial FID card fee is $50.00 and Handgun Permit fee is $25.00 each (payment by Cash or Check **ONLY**) **All fees are non-refundable. ***Print a copy of the application and the confirmation page and keep for your records*****

-You will be receiving automated email updates throughout this new process.

-Once your application is complete, a Colts Neck Township Police Department representative will contact you to retrieve your FID card. As of 10/01/2020 handgun purchase permit documents will be electronic, and you will receive an email confirming your status.

-Please advise your references that the FARS system will email them the reference questions to be answered. Your references can complete the questions using a smartphone, mobile device, laptop, or desktop computer. Please advise them to complete the questions immediately to progress your background investigation.

-The online application is **APPLICANT DRIVEN**. Please ensure that you have entered the best phone numbers for yourself and references as well as the best email address for yourself and references.

APPLICATION TIPS

The new online application is **APPLICANT DRIVEN**. If the applicant makes a mistake while applying, they simply can RE-APPLY. The applicant should understand that all application fees are non-refundable and non-transferable. The applicant **MUST** utilize the correct **ORI** (**NJ0130400**) for the Colts Neck Township Police Department.

1. FARS is taking the place of the STS 033 form. Applicants can apply for all the same options as the paper application form with the exception of Permits to Carry.
2. This system has been mandated by the Governor's Office to expedite the process and provide accountability for the length of time an application may take to process.
3. The applicant **MUST** enter their "**Official Name**". They cannot utilize simplified versions of their names (Mike vs. Michael). Your name must be exactly as it appears on your government document (i.e. Driver's License). Note: If your information does not match, you will need to re-apply. **FEES are NON-REFUNDABLE.**
4. Applicants must enter accurate phone numbers and emails for themselves and their references.
5. After the applicant enters all required information, a review page appears where the applicant can edit all information entered into the application prior to **final submission**.
6. An **APPLICANT** will be able to print out their fingerprint form at the end of the application and are directed to do so.
7. The applicant should also print both the confirmation page and application at the end of the process. This is for quick reference in the event of an issue.
8. No payment is taken from initial applicants by FARS. Only applicants submitting the 212A criminal background check will pay at the end of their online application process. Applicants are instructed to bring payment for FID cards and permits to the Colts Neck Township Police Department.
9. For additional firearms regulations and procedural information, please visit the New Jersey State Police website: http://www.njsp.org/about/firearms.html
10. Checks made payable to the "Colts Neck Township Police Department"

FIREARMS APPLICANT FEE SCHEDULE

Application for Firearms Purchaser Identification Card: Payment in the amount of $50.00 (Cash or Check).

Application to Purchase a Handgun: Payment in the amount of $25.00 per handgun permit (Cash or Check).

Application for a Duplicate Firearms Purchaser Identification Card: There is no fee for a Duplicate Firearms Purchaser Identification Card.

All Fees are Non-Refundable

*****The falsification of information on any of the applications for firearms permits is a violation of N.J.S. 2C:3910c and is crime of the 3rd degree. Any falsification may result in criminal charges against you*****

For additional firearms regulations and procedural information, please visit the New Jersey State Police website: http://www.njsp.org/about/firearms.html

Colts Neck Township Police Department Administrative Offices
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