



TOWNSHIP OF HARDYSTON

POLICE DEPARTMENT
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CHIEF OF POLICE
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ATTENTION FIREARMS APPLICANTS

As of April 1, 2021 NJSP have updated the Firearm's Application Process (FARS)

ALL Firearms ID cards and Permits to purchase handguns will now be digital. All paper cards that have been issued before this date are still valid as long as you reside at the same address on the card. All fees need to be paid before application can be approved. Upon completion of your application you **MUST** appear at the Hardyston Township Police Department to pay fees due: \$5 for Initial Firearms ID Card and \$2 for each permit to purchase a handgun.

We accept cash, check or money order.

IF ALL FEES ARE NOT PAID IT WILL DELAY YOUR APPLICATION PROCESS.

All fees are non-refundable/non-transferable and must be paid immediately upon applying.

Be advised that if a mistake is made on the application, you must re-apply; therefor, pay a new fee mandated by the state. Call before re-applying to see if it is something we can fix.

Please use the ORI # for municipality in which you reside.

STEP 1: Applicants will utilize the online Firearms Application & Registration System (F.A.R.S.). To apply visit www.njportal.com/NJSP/FARS

STEP 2: Enter Hardyston Township ORI # NJ0191100

STEP 3: Complete the online application utilizing any device from which you have ability to print. **YOU WILL NEED TO PRINT THE COMPLETED APPLICATION AND/OR FINGERPRINT FORM.**

Please be aware for COA/Handgun Purchase Permits/Lost & Stolen ID there is a \$21.00 fee paid online for criminal history name check to state. That fee paid does NOT include the payment to the issuing police department listed. Hardyston Police Department accepts cash, check or money order. Fingerprint fees for initial ID's are separate and form must be printed.

STEP 4: You will need to enter 2 reputable references with the following information: Full Name, Phone Number, Address, and email address. Notify your references that the F.A.R.S. system will email them the reference questions to be answered.

STEP 5: ****You MUST appear at the Hardyston Township Police Department Records Bureau between the hours of 8am - 4pm Monday-Friday to PAY for your INITIAL FID CARD and/or PERMIT to purchase a handgun immediately upon applying.**** The application **WILL NOT** be processed until you have **PAID** in compliance with NJAC 13:54-1.4. Proper identification such as a valid New Jersey Driver's License is required. **Please provide a printed copy of your online application at the time of payment.**

BE ADVISED:

- You will be receiving automated email updates throughout the process.
- You will receive an email upon approval with ID card and/or permit to purchase a handgun information.
- We are no longer accepting paper applications, all applications must be completed online.

****Turn over for contact information for questions or help****

(Revised 09/08/21)

For questions or help contact :

NJSP - Firearms Investigation Unit

PO Box 7068

West Trenton, NJ 08628-0068

Phone: 609-882-2000 ext 2290

Fax: 609-406-9826

If you are having technical or payment-related issues, contact the New Jersey e-Government Services Help Desk @ 609-586-2600