

The State of New Jersey is now accepting applications for Firearms Purchaser Identification (FID) Cards and Pistol Purchase (PP) Permits electronically through the Firearms Application & Registration System (FARS). FARS can be used for all firearms related applications **except Permits to Carry**. Carry Permits must still be applied for using the paper forms.

Currently, Jefferson Township Police Department (JTPD) is accepting firearms applications in both forms: (1) By filling out the forms available on the website, or (2) by applying electronically through FARS.

**INSTRUCTIONS FOR ACCESSING FARS – READ ALL INSTRUCTIONS BEFORE PROCEEDING**  
**THERE IS A FEE FOR YOUR FIREARMS DOCUMENTS. YOUR FIREARMS APPLICATION IN FARS**  
**WILL NOT BE COMPLETE UNTIL YOU HAVE MADE YOUR ON-LINE PAYMENT STEP 4 BELOW.**

- Step 1:** Visit this website. You **MUST** enter the website address as follows:  
[www.njportal.com/NJSP/fars](http://www.njportal.com/NJSP/fars). **After completing your application, return to this page to make your on-line payment (Step 4 below).**
- Step 2:** You will need the JTPD's ORI# while completing your applications. **JTPD's ORI # is NJ0141400.**
- 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 reputable references. **Your references can be family members.**
- Step 4:** **To pay the fees for the firearms documents you are applying for, please click [this link](#). Please keep in mind that your application **WILL NOT** be processed until you have **PAID** for the FID card/PP Permits you are applying for. The non-refundable payment is required to be made prior to the completion of the background investigation, as per [N.J.A.C. 13:54-1.4](#).**
- You will be receiving automated email updates through this new on-line application process.
  - Once your application is complete, a JTPD representative will contact you to come retrieve your FID card and/or PP permit documents.
  - 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. Your background investigation cannot proceed until both of your references have responded. Therefore, please advise them to complete the questions immediately so as to allow your background investigation to proceed.
  - The on-line application is applicant-driven. Please ensure that you have entered the valid and accurate phone numbers for yourself and your references, as well as valid and accurate email addresses for yourself and your references.