



Frank Culmone
Chief of Police

LONGPORT POLICE DEPARTMENT

2305 Atlantic Avenue • Longport, New Jersey 08403-1196
609-822-2141 • Fax 609-822-0682

NEW PROCEDURE TO APPLY FOR FIREARMS ID CARD AND HANDGUN PURCHASE PERMITS

The State of New Jersey has adopted an electronic firearms application process. Follow the instructions below for the FARS application. Please note, for those with no internet access, paper applications may be submitted to the Longport Police Department Firearms Unit. Contact Sergeant Nicholas Rettino or Patrolman Gabriel Guerrieri at 609-822-2141 to set up an appointment. A paper application can be downloaded from: www.njsp.org/firearms/pdf/sts-033.pdf.

FARS Application Procedures

Step 1: Visit the following website using a Smartphone, mobile device, or computer:
www.njportal.com/NJSP/FARS

Step 2: If you are a resident of Longport and it is your intent to submit your application to the Longport Police Department, you must enter the Longport Police Department's Originating Agency Identifier (ORI) # exactly as shown: **NJ0011500**

If the application is submitted with an incorrect ORI #, the ORI# on the application cannot be changed. A new application must be submitted. **ONLY LONGPORT RESIDENTS SHOULD USE THE LONGPORT AGENCY IDENTIFIER NUMBER.**

Step 3: Complete the online application and print the confirmation page. This page 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 with Identigo for your fingerprints to be processed. Instructions will be provided on the confirmation page. If you complete the application using a smartphone, mobile device, laptop, or desktop computer, you will need to be able to print the Identigo fingerprint form. If you fail to print the form, contact your police department and request they provide you with the Identigo form. Provide the police department the FARS contributor case # that begins with NJ_____. The confirmation number will not be used by Identigo or the police department on the Identigo form.

You have 90 days from the date of the application to have your fingerprints processed. Failure to do so will result in your application being automatically deleted from the FARS system and it will be necessary to reapply. Fingerprints must be taken as per the instructions on the page. The Longport Police Department does not fingerprint firearms applicants.