

Applying for a Permit to Carry a Handgun

The following instructions are the same for the initial and renewal application

YOU MUST APPLY IN PERSON

- Out-of-State Resident: apply at a non-toll road State Police Barracks closest to your residence.
- In-State Resident: apply to your local police department

This information is required at the time of application:

1. Driver's license and birth certificate **OR** driver's license and passport **OR** driver's license and naturalization paperwork/green card.
2. One (1) State of New Jersey Applications for Permit to Carry a Handgun ([Form SP642](#)). This form must be double-sided and notarized.
3. Two (2) color passport sized photographs.
4. Consent for Mental Health Search ([Form SP066](#)).
5. Proof of qualification with a certified firearms instructor along with firearms instructor proof of certification.
6. Submit two money orders, the first Money Order in the amount of \$50.00 payable to: New Jersey State Police and a second Money Order in the amount of \$150 payable to: Hamburg Borough Police Department

****All applicants, both initial and renewal, for a permit to carry a handgun must be fingerprinted through Identogo using the following instructions:**

1. Visit the Identogo website <https://uenroll.identogo.com/workflows/2F164B>
2. Click *Schedule or Manage Appointment*
3. If prompted for a service code (will not be required if using the link above), enter *2F164B*
4. When prompted for ORI #, enter *NJ0190900*
5. When prompted for contributor case number, enter *NONE*

Once your application has been received in full it will be assigned to a Sergeant to conduct a background investigation. During this investigation, the Segreant will contact you and the four references that endorsed your application.

When the investigation is complete and your permit has been approved, you will be notified advising you that your permit is ready to be picked up at the Police Department.

CALLING FOR UPDATES WILL NOT SPEED UP THE PROCESS

****The required written firearms qualification, in accordance with N.J.A.C. 13:54-2.4(B), can be obtained at most firearm ranges throughout the state. A list is also available on the New Jersey State Police website www.NJSP.org under the “Firearms Information” link. The list is titled “New Jersey Shooting Ranges for RPO Qualification.**

****A New Jersey Permit to Carry a Handgun is valid for two (2) years from the time of approval.**

****If any of the preceding information is not complete or is incorrect, the application will be returned and the applicant will need to reapply.**