

# HOW TO APPLY FOR A FIREARMS ID CARD AND HANDGUN PURCHASE PERMITS

EFFECTIVE DECEMBER 22, 2022

**Firearms fees have increased as per New Jersey Statute and are now:**

- **\$25 per handgun permit**
- **\$50 for Firearm Identification cards**

You will be contacted to pay the permit and/or initial Firearm Identification card fee.

**Payment will be accepted in check OR money order payable to “City of South Amboy”.**

\*\*\* APPLICATIONS WILL NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED \*\*\*

\*\*\* ALL FEES ARE NON-REFUNDABLE \*\*\*

All applications for firearms license, permits, and changes begin online on the NJ's Firearms Application and Registration System (FARS) website.

Your application will begin with the State Police and then be handed over to South Amboy Police Department to be completed.

The NJ's Firearms Application and Registration System (FARS) website can be accessed at the following link: [NJSP Portal](https://www.njspportal.com/njsp/fars)

or copy and paste the following into your web browser: <https://www.njspportal.com/njsp/fars>

The online FARS website is for:

- Initial Firearms Purchaser Identification Card
- Application to purchase a handgun
- Change of Name on Identification Card
- Change of Address on Identification Card
- Change of Sex on Identification Card
- Lost or Stolen Identification Card
- Mutilated Identification Card

**STEP-BY-STEP INSTRUCTIONS FOR THE FARS WEBSITE:**

Go to: <https://www.njspportal.com/njsp/fars>

On the bottom left of the F.A.R.S. page you will see a button marked “Online Firearms Application” This will bring to the next page where you will need our **ORI # NJ0122000**

You may now continue with your online application. Note: you will need to provide email addresses of two (2) reputable references (friends, co-workers, family members, etc.) during the application process.

**IMPORTANT:** Inform your references that the FARS system will email them a “questionnaire” that must be completed immediately in order to complete your application. Failure to do so will delay or may even “reject” your application.

To avoid delaying the processing of your application, be sure to enter your name as it appears on your driver’s license.

If you have never been fingerprinted before for firearms purposes, you will need to go for fingerprinting. Fingerprinting appointment can be scheduled at: <https://uenroll.identogo.com/workflows/2F164B> after successful submission of your application.

However, if you have been fingerprinted before for firearm purposes, utilize your SBI number to complete the application.

The applicant will be able to download and print the Electronic Firearms Purchaser Identification Card (E-FID) from their approval email.

For “Permits to Purchase a Handgun” the approval email will serve as necessary document for handgun permit execution.

**Any inquiries or changes to your application should be sent to [firearms@southamboynj.gov](mailto:firearms@southamboynj.gov)**