

FIREARMS APPLICATION AND REGISTRATION SYSTEM (FARS)



The Beachwood Police Department Detective Bureau's Firearms Investigator assists residents with the application, processing, and registration of firearms. Questions regarding the FARS process may be directed to Detective Allen Magory at 732-286-6000 or via email at amagory@beachwoodpolice.com

The State of New Jersey has adopted an electronic firearms application process. Follow the instructions below for the FARS application. Please note, for residents with no internet access, the Ocean County Public Library Beachwood Branch is located at 126 Beachwood Blvd, where computers with internet access are available.

FARS Application Procedures for Applicants:

Step 1: visit this website. You MUST enter the site address as follows:

www.njportal.com/NJSP/fars

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

NJ0150400

If an incorrect ORI number is entered on the form, you will not receive a FID card or a permit to purchase. You will then have to re-apply using the correct ORI number and pay for the process again. A refund cannot be issued.

Step 3: Complete the online application. 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 are applying for an initial FID Card, after completing the FARS application, you will be required to make an appointment for your fingerprints to be processed. Instructions will be provided on the confirmation page. You have 90 days from the date of 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.

Please note the following regarding Handgun Purchase Permits:

- a. ONE (1) Permit is required for each handgun you wish to purchase (each permit is \$2).
- b. Per state law, you can only purchase one (1) handgun in a 30-day period.
- c. Permits expire after 90 days.
- d. If you want to purchase additional handguns after all issued permits have been used, or if the permit(s) have expired, you must apply for additional permits.

Step 4. You must submit payment for your Firearms Identification Card and/or Handgun Purchase Permits immediately upon applying. Your application will not be processed until you have paid. Non-refundable payment is required to be made at the time of application

Only cash or money orders are accepted.

The fee for the initial Firearms Identification (FID) Card is \$5.00. The fee for each Handgun Purchase Permit is \$2. To expedite this payment, you are highly encouraged to present a copy of the transaction confirmation. Failure to do so may result in a delay in taking payment and/or may require you to return at a future date or time. One money order may include the fee for a FID card and Handgun Purchase Permit.

Important Information:

- You will be receiving automated email updates throughout this new process.
- A notification, including approval, does not mean that your permits are ready for pick-up. You will receive a separate email notifying you that your FID card/ or Handgun Purchase Permit(s) are completed and available.
- 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. Please advise them to complete the questions immediately to progress your background investigation.
- The online application is applicant driven. Please ensure that you have entered the best phone numbers for yourself and references as well as the best email addresses for yourself and references.
- If you apply for only a FID card but later decide you also want a Handgun Purchase Permit, a new application must be submitted.
- The New Jersey State Police website provides information on New Jersey firearms laws, transportation of firearms, downloadable forms, and frequently asked questions. The site can be found by following this link:

<https://www.njsp.org/firearms/index.shtml>