



BUREAU OF POLICE
CITY OF GLOUCESTER CITY
313 MONMOUTH STREET
GLOUCESTER CITY, NEW JERSEY 08030

CHIEF'S OFFICE: (856) 456-0408
PATROL DIVISION: (856) 456-0901
DETECTIVE BUREAU: (856) 456-7797
POLICE DISPATCH: (856) 456-0900
FAX: (856) 456-3682

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GCPD Firearms ID Card/Permit to Purchase a Handgun Process

The Gloucester City Police Department no longer accepts firearms applications in person. All applications for Firearms ID Cards and Permits to Purchase a Handgun are accepted electronically via the New Jersey State Police Firearms Application & Registration System (FARS). Please read this information for assistance with processing your application. The system is used to apply for the following:

Firearms Purchaser Identification Card

- Must be 18 years old
- Allows purchase of unrestricted number of long guns (rifles, shotguns, etc.)
- No expiration

Permit to Purchase a Handgun

- Must be 21 years old
- Allows purchase of handgun (one handgun permit, and only one handgun may be purchased every 30 days)
- Each permit expires 90 days after date of issue

Replacement for lost/stolen Firearms Purchaser Identification Card

Replacement for mutilated Firearms Purchaser Identification Card

Change of address, sex, or name on Firearms Purchaser Identification Card

To access FARS and apply for any of the above, follow these steps:

Step 1: Visit the New Jersey State Police FARS website: www.njportal.com/NJSP/fars

Step 2: Enter the ORI (originating agency identifier) number for Gloucester City Police Department: **NJ0041400**

YOU WILL NOT BE ABLE TO COMPLETE THE FARS ONLINE APPLICATION WITHOUT THE PROPER ORI NUMBER



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Step 3: Complete the online application for the option that you wish to apply for. If you complete the application using a smartphone, mobile device, laptop, or desk computer, you will **NEED TO BE ABLE TO PRINT THE IDENTIGO FINGERPRINT FORM.**

Step 4: When completing the application you will need the email addresses of 2 reputable references. Your references can be family members.

Step 5: Once your application is complete, a representative from the Gloucester City Police Department will contact you to retrieve your Firearms Identification Card. **PLEASE DO NOT CALL, SEND FACEBOOK MESSAGES TO THE GCPD FACEBOOK PAGE OR APPEAR AT THE POLICE DEPARTMENT TO INQUIRE ABOUT THE STATUS OF THE APPLICATION.**

SOME TIPS FOR SUCCESS

- * The online application is APPLICANT DRIVEN, so be sure to provide accurate personal identifiers, telephone numbers, and email addresses.
- * You will be receiving automated email updates throughout this new process
- * If an INITIAL applicant applied for an FID card and forgot to apply for pistol purchase permits, the applicant must re-apply for the pistol purchase permits AFTER their initial application is processed and approved
- * Please advise your references that the FARS system will email the reference questions to be answered. Please advise them to complete the questions immediately to progress your background investigation.
- * All first time applicants must be fingerprinted by the NJSP designated contractor. Information regarding fingerprints is included in the automated confirmation email sent to you by the system after submitting your application.