



SOMERS POINT POLICE DEPARTMENT

1 W. New Jersey Avenue

Somers Point, NJ 08244

(P) 609-927-6161 (F) 609-927-0264

<http://www.somerspointgov.org/police/>



INSTRUCTIONS FOR APPLYING FOR A PERMIT TO CARRY A HANDGUN

The following instructions are the same for both initial and renewal applications:

YOU MUST APPLY IN PERSON

*PLEASE CALL YOUR LOCAL POLICE DEPARTMENT PRIOR TO SUBMITTING APPLICATION.

Somers Point Residents: Please contact Amanda Forshaw at 609-927-9088 ext 117 or via email at firearms@somerspointpd.org to make application arrangements and to receive a contributor case number required for fingerprinting. **Email preferred**

PLEASE PROVIDE THE FOLLOWING AT TIME OF APPLICATION:

1. Original ***plus*** two (2) copies of **completed and notarized** application for Permit to Carry a Handgun, form SP642. **ALL COPIES MUST BE DOUBLE SIDED.** (Incomplete applications will be returned)
2. Copies of Driver's License **and** Birth Certificate **OR** Driver's License **and** Passport **OR** Driver's License **and** Naturalization paperwork/ Green Card.
3. Four (4) color passport size photographs.
4. Completed Consent for Mental Health Search, form SP006.
5. Written proof of ownership and qualification with the handgun(s) you intend on carrying.
 - a. Proof of ownership can be a purchase receipt or purchase permit or notarized letter of ownership listing make, model and serial number of handgun(s).
 - b. Written qualifications **must** be within six month of application and **must** include instructors name and certification, make, model, caliber and serial number(s) of the handgun(s) you intend to carry.
6. Proof of Firearms Familiarity showing that the applicant is "thoroughly familiar with the safe handling and use of handguns" (i.e. Firearms safety course certificate that is approved by the NRA or NJPTC). In accordance with N.J.A.C. 13:54-2.4(b)
7. Money order in the amount of \$50.00 payable to; "Treasurer, State of New Jersey".

Fingerprinting Information

All applicants (initial and renewal) for permit to carry a handgun **must** be fingerprinted.

At the time of handing in your application you will be given a contributor case number for fingerprinting.

You can visit www.identigo.com to schedule a fingerprint appointment once you have handed in your application.

You will also need the following information when you schedule your fingerprinting appointment through the IdentiGo website:

Somers Point ORI: **NJ0012100**

Service Code: **2F164B**

Contributor Case number: **will be assigned when application is received in person at Somers Point Police Department.**

QUALIFICATION

The required written firearms qualification, in accordance with N.J.A.C. 13:54-2.4(B), can be obtained at most firearms ranges throughout the state. A list is also available on the state's website, www.njsp.org > public information > firearms information > New Jersey shooting ranges for RPO qualifications.

**** IF ANY OF THE PRECEDING IS NOT COMPLETE OR INCORRECT THE APPLICATION WILL BE RETURNED AND YOU WILL HAVE TO RE-APPLY.**

****A New Jersey Permit to carry is valid for two (2) years from the date of approval.**

The fillable/typed versions of the application are preferred. However, you may print out the forms and complete handwritten copies in **blue or black ink only**. Handwritten applications must be clearly legible or they will be returned for resubmission.

We also request that you provide a good email address with your application as we have found to be an easy way to send correspondence back and forth regarding firearms applications.



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PERMIT TO CARRY APPLICATION CHECK LIST

Please make sure you have the below listed items included & completed when you submit your application.

1. Completed Application for Permit to Carry a Handgun (Original plus Two (2) copies) printed double sided, signed and notarized.
2. Completed Consent to Mental Health Form (Signed and witnessed)
3. Driver's License and Birth certificate **OR** Driver's License and Passport **OR** Driver's License and Naturalization paperwork/ Green card
4. Four (4) color passport size photographs
5. Written proof of ownership of handguns you intend to carry
6. Written proof of qualification with handguns you intend to carry
7. Proof of Firearms Familiarity showing that you are "thoroughly familiar with the safe handling and use of handguns"
8. Money Order for \$50.00 payable to "Treasurer, State of New Jersey"