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FIREARMS APPLICANT REGISTRATION SYSTEM (FARS) INSTRUCTIONS FOR APPLICANTS

1. Log on to: www.njportal.com/NJSP/fars
2. Enter the ORI # for the Eatontown Police Department: **NJ0131100**
3. Complete the online application (Firearm Change of Address, Initial Firearm Identification Card and/or E-Permits)

A few things to remember...

- ✓ Payment is **not** required until your application has been processed.
- ✓ The **final step** in the application process will be an email prompting you to pay online. \$5 fee for your initial Firearm Identification Card and \$2 per permit.
- ✓ E-Permits are issued in real time. Once you receive the “approval” email through the FARS system, your permit is “active” and can be utilized immediately at your local gun shop. Permits that are not executed within 90 days are automatically renewed. Applicants must reapply if the permit is not executed within 180 days.
- ✓ Following your final approval email, please contact the Firearms Division to make an appointment to pick up your Firearm Identification card.
- ✓ Fingerprinting is performed under contract with IdentoGo by MorphoTrust via the State Police Firearm Registration Application Portal

Please email Firearm related questions or concerns to detsec@eatontownnj.com or call 732-389-1776.