



TOMS RIVER POLICE DEPARTMENT

255 Oak Avenue, PO Box 876
Toms River, New Jersey 08754-0876
Chief Mitchell Little



Applying for a Permit to Carry a Handgun

Both Initial and Renewal Applications

Please Note – You must already have a Firearms ID Card/SBI # and handgun(s) before proceeding. FID Card must have current Toms River address.

Applications to be dropped off in person with following items:

- 1) Driver's License and Birth Certificate OR Driver's License and Passport OR and Driver's License and Naturalization Paperwork/Green Card
- 2) Complete the State of New Jersey Applications For Permit To Carry A Handgun, form SP-642 (Rev. 01/23). The application must be double sided. References cannot be related by blood to the applicant and must know the applicant for a minimum of three (3) years prior to the date of the application. The application must be signed and notarized.
- 3) Submit two (2) color passport photographs (passport size is 1.5x1.5) with your application package.
- 4) Complete Part One only of the Consent for Mental Health Records Search, form SP-066 (Rev. 01/15). **DO NOT SIGN**, it must be signed and witnessed in our presence upon returning package.
- 5) Written proof of ownership and safety course with the handgun(s) you intend on carrying.
 - a. Proof of ownership can be a purchase receipt or purchase permit or a notarized letter of ownership listing make, model, and serial number of handguns(s)
 - b. Written safety course must be within six (6) months of application and must include instructors name and certification number, make, model, caliber and serial number of handgun(s) you intend to carry.
- 6) A total fee of \$200.00 is required. A money order in the amount of \$50.00 payable to; "Treasurer, State of New Jersey" and a check or money order in the amount of \$150.00 payable to "Toms River Township"
- 7) All applicants (initial and renewal) must be fingerprinted at Identogo. **BRING THE IDENTOGO RECEIPT WITH YOUR APPLICATION.** Appointment instructions are attached or via www.identogo.com.
 - a) Service Code – 2F164B – Firearms Licensing, 2C:58-1 THRU 4.1
 - b) Toms River Police Department's ORI – NJ0150700
 - c) Contributor Case Number – obtained from the Records Department in person or via email with copy of Driver's License
- 8) Current Firearms ID Card

***If you need further assistance or direction, please contact the TRPD Records Department at 732-349-0150 extension 1036.**

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

**** THE REQUIRED WRITTEN FIREARMS SAFETY COURSE, IN ACCORDANCE WITH N.J.A.C. 13:54-2.4(B), CAN BE OBTAINED AT MOST FIREARM RANGES THROUGH OUT THE STATE. A LIST IS ALSO AVAILABLE ON THE STATE WEBSITE, WWW.NJSP.ORG > PUBLIC INFORMATION > FIREARMS INFORMATION > NEW JERSEY SHOOTING RANGES FOR RPO QUALIFICATION.**

**** A NEW JERSEY PERMIT TO CARRY IS VALID FOR TWO (2) YEARS FROM TIME OF APPROVAL.**