



Guide For Obtaining Firearms ID card / Permit to Purchase

First Time Purchasers :

Fill out Application for Firearms Purchaser ID card and Consent for Mental Health Records search which are available on the NJ State Police Website (***NJSP.org***) or you may go to the borough website for the link (***gibbsborotownhall.com***) and click on the police tab.

Bring application to the Gibbsboro Police Department, in which a case number will be provided to you in which you will then be given information on getting fingerprinted with MorphoTrak.

Costs are as follows:

\$5.00 cash or check to the Borough of Gibbsboro for the ID card.

\$2.00 cash or check to the Borough of Gibbsboro for each permit to purchase.

Positive form of identification is required.

If you already had an ID card before:

If you already have an S.B.I. number and we have a firearms folder for you, please follow the below listed instructions:

- Provide your applicant with your nine digit Originating Agency Identification Number (ORI).

ORI number: **NJ0041300**

- Instruct your applicant to log on to **<https://www.njportal.com/njsp/criminalrecords/>** and click on the **ON LINE FORM 212A** , a highlighted block located on the lower left side of the page.

- The applicant will follow the prompts for demographic and payment information.

- Upon completion of the form the applicant will receive an email Confirmation & Receipt that will include a confirmation number.



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- At this time the request will be forwarded to the Police Department's work queue for approval and submission to the NJ State Police for processing.
- The applicant can find more detailed information by clicking on the **Help Tab**, located on the top right side of the page.

To ensure that all forms and payments are correct please call 856-783-0151 to make an appointment.