

# Gibbsboro Police Department



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Chief of Police  
Justin Tomaszewski

**Beginning February 19<sup>th</sup> 2019, the Gibbsboro Police Department will begin utilizing the Firearms Application and Registration System (FARS) through the NJ State Police Website.**

## **FARS Application Procedures for Applicants**

**Step 1:** visit this website. You MUST enter the site address as follows:

<https://www.njportal.com/NJSP/fars>

**Step 2:** When you log on, you must enter the Gibbsboro Police Department's ORI #: **NJ0041300**

**Step 3:** Complete the online application. You may complete the application using a smartphone, mobile device, laptop, or desktop computer.

**When deciding how many permits you would like to get, remember:**

- ONE Permit is required for each handgun you wish to purchase (each permit is \$2)
- You can purchase 1 handgun in a 30 day period
- Permits are good for up to 180 days (with renewal after 90 days)
- If you decide you want another handgun permit and you didn't get more than one initially, you will need to apply again.

**Step 4:** You will need to submit payment at the Police department for your permits and, if applicable, the Firearms ID card. Permits to Purchase handguns are \$2 for each permit, and \$5 for the ID card.

**Step 5:** Please provide proof of employment. Proof may be a recent paystub, or a letter from your employee. If submitting a paystub, you can black out information regarding your salary. This can be submitted via email, fax, mail or in person.

-You will be receiving automated email updates throughout this new process.

-Once your application is complete, a station representative will contact you to retrieve your FID card and/or pistol purchase permit documents.

-Please advise your references that the FARS system will email them the reference questions to be answered. Your references can complete the questions using a smartphone, mobile device, laptop, or desktop computer. Please advise them to complete the questions immediately to progress your background investigation.

-The on-line application is applicant driven. Please ensure that you have entered the best phone numbers for yourself and references as well as the best email addresses for yourself and references.

**Any Questions please on this procedure contact Chief Justin Tomaszewski at 856-783-0151 ext 201 or email at [jtomaszewski@gibbsborotownhall.com](mailto:jtomaszewski@gibbsborotownhall.com)**