

# Firearms & Fingerprinting Information

**\*\*\*READ ALL INSTRUCTIONS. FAILURE TO DO SO WILL RESULT IN APPLICATION DENIAL/WITHDRAWL \*\*\***

## Firearms

**Step 1:** The process to obtain a State of New Jersey firearms purchasing permit and a State of New Jersey firearms identification card is governed by the New Jersey State Police Firearms Application & Registration System (FARS). The system is now web based and can be located by visiting <https://njportal.com/NJSP/Fars>. Printed forms are no longer available at Ramsey Police HQ, and printed forms are no longer accepted by the New Jersey State Police.

**Important:** You will need the Ramsey Police Department's ORI number to complete the application. Copy & paste the number below into the registration website:

NJ0024800

**Step 2:** Complete the online application. You will need to supply two (2) people along with their email addresses for references (**NOT FAMILY MEMBERS**). Both references must live in the State of New Jersey. Please ensure you have entered the best phone numbers and email addresses for yourself and your references since you will be receiving automated email updates during the process. Please advise your references that the FARS system will email them the reference questionnaire to be completed via smartphone, tablet or computer.

If you are unsure if an arrest resulted in a conviction, be sure to list ANY and ALL prior arrests. Falsification of the application is a crime of the third degree as provided in NJS 2C:39-10c.

Also be advised that all applications submitted for E-FID Card/ E-Permits must have the correct NAME and DOB. The E-FID Card/ E-Permit cannot be completed if the DOB is wrong. Applications will be withdrawn if submitted in error and you will have to re-apply with the correct information.

**Step 3:** IMMEDIATELY UPON COMPLETING ONLINE FORMS DROP OFF CHECK TO THE RAMSEY POLICE DESK IN THE FOLLOWING AMOUNTS. **Payment can only be made by check made out to the "Borough of Ramsey". Firearms ID card = \$50.00 / Permit to Purchase = \$25.00 EACH. These Fees must be PAID immediately after online form completion or application will be WITHDRAWN.**

For any questions not seen here, you may check the New Jersey State Police website at <http://www.njsp.org/firearms/firearms-faqs.shtml>, or contact this agency's firearms Investigator.

If you have any questions not answered on the application or the New Jersey State Police website or you just cannot find what you are looking for, please contact Records Secretary Marlene Dougherty (201)-327-2400 or [mdougherty@ramseypd.com](mailto:mdougherty@ramseypd.com), Sergeant Anthony Fiore at 201-327-2300 or [afiore@ramseypd.com](mailto:afiore@ramseypd.com), or Officer Brian Stevens at (201)-327-2400 or [bstevens@ramseypd.com](mailto:bstevens@ramseypd.com).

If you are seeking a **permit to carry a handgun** you must contact Sergeant Anthony Fiore at (201)-327-2400 or email: [afiore@ramseypd.com](mailto:afiore@ramseypd.com) or Officer Justin Garcia at (201)-327-2400 or email [bstevens@ramseypd.com](mailto:bstevens@ramseypd.com) . The process instructions are located on NJSP website and is more exhaustive so you will need to meet with the Investigator to go over it.

## Fingerprinting

Background check fingerprinting is generally done through the Identogo website. Visit <https://uenroll.identogo.com>. This is the service mandated to be used by the State of New Jersey. The Ramsey Police Department and the Borough of Ramsey have no affiliation with this service. You will need the Ramsey Police Department's ORI number, which is NJ0024800. You will also need a service code. Service codes are as follows:

- 2F164B - Firearms licensing
- 2F17ZY - Local Ordinance
- 2BZZQK - Alcohol Beverage License
- 2F1B77 - Paid or part time firemen
- 2F1HSX - Volunteer