

Borough of Metuchen Police Department

Phone: 732.632.8500
Fax: 732.632.8573



500 Main Street
Metuchen, NJ 08840

Firearms Application and Registration System (FARS)

READ ALL INSTRUCTIONS BEFORE COMPLETING

1. **ALL** applicants must visit the website <https://njportal.com/NJSP/FARS>.
2. Upon clicking the orange 'Online S.T.S. 033 Form' button, type in the **ORI number NJ0121000**. The ORI number **MUST** be entered correctly. Failure to enter the proper ORI number will result in your application having to be voided and loss of all money paid.
3. You can complete the online application utilizing a smartphone, mobile device, laptop, or desktop computer. During the application process, you will be asked to provide the email addresses of two (2) reputable references. Please advise your references that they will be sent a questionnaire via email and to answer the questions as soon as possible to help expedite the process.
4. Following completion of the online application, **you must** respond to the Metuchen Police Department at 500 Main St. Metuchen, NJ 08840, and make payment by check or money order for your **Initial** Firearms Identification Card and/or Handgun Purchase Permits. Additionally, a valid Federal or State government issued photo ID is required to verify your identity.

Fees (Non-refundable):

\$5 for Initial Firearms ID Card (replacement/change of address cards have no charge)

\$2 for **EACH** permit

Fees to be paid when permits are picked up.

5. You will be receiving automated email updates throughout the process. You will be contacted by a Metuchen Police Department representative when your Firearms ID card/Permits to Purchase are ready to be picked up. **DO NOT** respond to police headquarters based upon an automated email.
 - The on-line application is applicant driven. Please ensure that you have entered the best phone numbers and email addresses for yourself and references.

Direct all firearms questions to Sgt. J. Burns-732-632-8547