

HEADQUARTERS
1621 Long Beach Boulevard
Ship Bottom, NJ 08008
shipbottom.org/police



EMERGENCY PHONE: 9-1-1
(609) 494-1518
Fax: (609) 494-3736
Police@ShipBottom.org

Jonathan Potter
Chief of Police

Applying for a Permit to Carry a Handgun

The following instructions are the same for the initial and renewal application.

1. YOU MUST APPLY IN PERSON

Out of State Resident – apply at a non-toll road State Police Barracks closest to your residence.

In-State Resident – apply to your local police department (Stated Police patrolled areas apply to local Barracks.)

***PLEASE CALL YOUR LOCAL POLICE DEPARTMENT OR STATE POLICE BARRACKS PRIOR TO APPLYING – DO NOT JUST SHOW UP**

PLEASE PROVIDE THE FOLLOWING AT THE TIME OF APPLICATION:

1. Driver's License and Birth Certificate OR Driver's License and Passport OR Driver's License and Naturalization Paperwork/Green Card.

2. Three (3) State of New Jersey Application for Permit to Carry A Handgun, **form SP642**. Must be double-sided and notarized.

3. Four (4) color passport size photographs.

4. Consent for Mental Health Search, **form SP066**.

5. Written Proof of ownership and Qualification 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 the make, model, and serial numbers of the handgun(s).

b. Written qualification must be within six (6) months of application and include the Instructor's Name and Certification, make, model, caliber, and serial number of handgun(s) you intend to carry.

6. Money Order in the amount of \$50.00 payable to; "Treasurer, State of New Jersey"

**** ALL APPLICANTS (INITIAL AND RENEWAL) FOR A PERMIT TO CARRY A HANDGUN MUST BE FINGERPRINTED. INSTRUCTIONS FOR FINGERPRINTING WILL BE PROVIDED AT THE TIME OF APPLICATION.**

**** THE REQUIRED WRITTEN FIREARMS QUALIFICATION, IN ACCORDANCE WITH N.J.A.C. 13:54-2.4(B), CAN BE OBTAINED AT MOST FIREARM RANGES THROUGHOUT THE STATE. A LIST IS ALSO AVAILABLE ON OUR 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 THE TIME OF APPROVAL. ** IF ANY OF THE RECEDING IS NOT COMPLETE OR INCORRECT THE APPLICATION WILL BE RETURNED AND YOU WILL HAVE TO RE-APPLY.**