



# Emerson Police Department

1 Municipal Place, Emerson, N.J. 07630  
HQ: (201) 262-2800 FAX: (201) 262-2886

Mark Savino  
Chief of Police

## Firearm Application Instructions

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### ALL Applicants:

- Visit the below listed website to apply via the NJSP FARS portal:  
<https://www.njportal.com/NJSP/Fars/Form33/OriValidation>
- Fill in the Agency ORI# The Emerson Police Department ORI: **NJ0021400**  
(You will not be able to complete the FARS application without the proper ORI#)
- Complete the online application, which includes safety and awareness training. If you have never been fingerprinted before for firearms purposes, you will need to go for fingerprinting. Follow the instructions/link in your confirmation email to schedule your fingerprint appointment
- You will need to upload a photo of your face. Ensure it is appropriately zoomed in and contains no other faces or distracting background images.

### Things to keep in mind:

- This new FARS portal is applicant driven and it is incumbent upon the applicant to provide the proper information and E-mail addresses for their references.
- All steps in this process can be performed via computer or smartphone.
- The Pistol Purchaser Permits are no longer printed on carbon-copy paper. Applicants will receive a **FINAL** confirmation E-mail containing their **E-Permit** information. You can then go to any Firearms dealer in the state and execute the **E-Permit**. At that time the dealer will print a PDF version of your **E-Permit** for your records.

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### Administrative Fees:

#### Firearms I.D. Card Only:

**\$50.00** Money Order or Check Payable to: **BOROUGH OF EMERSON**

#### Permit to Purchase a Handgun Only:

**\$25.00/each** Money Order or Check Payable to: **BOROUGH OF EMERSON**

**ALL FEES DUE UPON THE COMPLETION OF FIREARMS I.D. CARD / PURCHASE PERMITS**