

Concealed Carry Permits



Instructions for N.J. Residents & Dual Residents of New Jersey

These are general instructions that are likely to change in the future to assist an applicant to apply for a concealed carry permit. The Police Department that provides police service to the area that you reside in may have additional information such as the correct ORI number to apply to and fees that must be paid for the remaining balance to your application prior to approval. If you have further questions after reading these directions, contact the Police Department that provides service to your residence.

The Concealed Carry Permit website allows for online submission of both initial and renewal applications. If you have never applied for a Concealed Carry Permit online, then you will apply as an initial applicant. Approved applications are due for renewal every two (2) years. Renewal applications can be submitted up to four (4) months before the expiration date.

New Jersey Residents or Dual Residents of the State of New Jersey: If you are a New Jersey resident or a Dual Resident, you must apply to the Police Department that provides police service to where you reside in New Jersey. "Dual resident" means you have a residence in New Jersey and another state. You can be considered a dual resident if you can show proof of residency in New Jersey. Proof of residency can be established with a valid government issued identification showing your New Jersey residence or a government issued tax record or government issued utility bill. For example, a water bill from the town where you reside. If you cannot provide adequate proof of dual residency, and proof you reside in the home, you are not a dual resident. Example: You cannot rent your home to someone else and claim to live there.

As a New Jersey resident, or dual resident of the State of New Jersey, a Municipal Police Department or a New Jersey State Police Station may provide service to your residence. Confirm your police department before applying. There are no refunds for applying to the incorrect police department and there are towns in New Jersey that have the same or similar names that are in different counties. If you have an issue with your application, you should contact your Municipal Police Department or New Jersey State Police Station that will be processing your application.

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Training Requirements:

- You need to successfully qualify on a course of fire for the [Civilian Carry Assessment and Range Evaluation](#) (CCARE) protocol issued on September 15, 2023.
- When you complete the CCARE protocol training, your instructor must give you:
 - 1) A completed [PTC Safe Handling and Proficiency Certification](#) (SP 182, Rev. 9/23).
 - 2) A copy of their instructor's certification that shows they are a certified instructor. You are required to upload these documents when applying online. Not submitting these documents will delay or cancel your application without a refund.
- During the classroom instruction at the range your instructor will review the [Use of Force Training](#).
- While applying online, you will be responsible for reviewing the [Firearms Safety & Awareness](#) power point that is integrated into the website application. It is suggested you review this before applying online due to the volume of information.

These requirements are unique to New Jersey. If you hold a concealed carry permit in another state or have received training to meet other state standards, **you will still need to meet the specific requirements listed above**

You can also find the above listed training docs by using the below website link:

https://www.nj.gov/njsp/firearms/Permit_to_carry_forms.shtml

Sensitive Places: New Jersey has “Sensitive Places” that you currently cannot carry a firearm. An appeal was filed on October 25, 2023, and a decision has yet to be made by the 3rd U.S. Circuit Court of Appeals. Before applying, you should be aware of all the restrictions in statute 2C:58-4.6. You can search online for the statute or copy this link into your browser: [Section 2C:58-4.6 - Prohibited areas, carrying, firearms, destructive device, N.J. Stat. § 2C:58-4.6 | Casetext Search + Citator](#)

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This gray box of important information is for RENEWAL APPLICANTS ONLY.

The fees and the background investigation process are the same for initial and renewal Concealed Carry Permit applications, except for fingerprinting which is **not** required for renewals.

Renewal applications require the same information as initial applications (four references, ALL handguns you intend to carry, photo, training certifications, and mental health release forms). You will need to enter the information for all the handguns you intend to carry each time you renew your Concealed Carry Permit.

Classroom instruction and target training are not required for renewal applicants who completed training within the last two years if you submit your renewal application before your current Concealed Carry Permit expires and you meet the standards noted in the CCARE protocol. You still need to upload your training certificates when you apply.

If you currently have a Concealed Carry Permit that was processed using a paper application and you have never used the Concealed Carry Permits website, there won't be any renewal information in the database for you. **Therefore, you must renew as an initial applicant using the green "Start Initial Application" button.** Since these applicants will be using the website for the first time, your current expiration date is not in the Concealed Carry Permits system; therefore, your new two-year period will start the day your new application is approved. This may result in a loss of time from your current Concealed Carry Permit. This depends on when you submit your application and how quickly it is processed.

Applicants who previously obtained their Concealed Carry Permits through the Concealed Carry Permits system and are now renewing their permits through the website will not lose any time off their current permit if the new permit is approved prior to the expiration date.

Applicants renewing their Concealed Carry Permits do **NOT** need to be fingerprinted again. Once you have been fingerprinted for a New Jersey firearm application you are assigned an SBI number. After that, you do not need to be fingerprinted again unless there is an unresolved issue with your fingerprints from a past application. You will use your SBI number when you apply.

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Name Change Information: Applicants must first update their state identification or driver's license to their new legal name. New Jersey residents or Dual Residents of New Jersey, that legally changed their name from their previous name listed on their Concealed Carry permit, will need to apply for a "Change of Name on Firearm Purchaser Identification Card" application in the Firearms Application & Registration System (FARS). If you are due to renew your Concealed Carry permit, your application for a change of name in FARS **must be approved** before you renew your Concealed Carry permit. After your change of name application is approved, please wait three days for the update to take effect in the database before attempting to apply for a concealed carry permit.

You will need the following items to apply online

- Upload of a recent photograph (on a light background only including head and shoulders).
- One (1) training record qualification completed on the [PTC Safe Handling and Proficiency Certification](#) (SP 182 Form, Rev. 9/23).
- A copy of your instructor's certification that shows they are a certified instructor.
- Personal information: Including social security number, driver's license number or state identification number, employment information, and the last ten years of addresses you have resided (Month/Year & City/State).
- References: Contact information for four (4) non-family related references. **The references cannot be related by blood or by law and you must have known them for at least three years.** You will need their first name, last name, address, phone number, and email address. **Incorrect email addresses will delay your application.**
- Citizenship documentation (Alien Registration Number) if applicable.
- Information on ALL handguns to be carried (make, model, caliber, serial number).
- The total application fee for applicants that have been fingerprinted is \$226 via credit card or debit card. The fee consists of a \$200 statutory fee, \$18 "212A" background fee, \$8 service fee. If you apply to the Municipal Police Department, \$76 dollars of the \$226 total fee is submitted at the time of the application. The remaining \$150 must be paid to your local Police Department. Contact your local Police Department for payment options. If your residence is covered by a New Jersey State Police Station, the whole fee (\$226) is submitted online at the time of your application.
- Consent for mental health form.
 - **Mayors or elected members of the municipal governing body or armored car employees** select "Yes" to the employment question pertaining to you and your application will be assigned to a NJSP ORI. You will receive an email notifying you the NJSP ORI your application has been assigned to after you apply, and it will be listed on your confirmation page. Armored car applicants must upload their employment letter.
 - **New Jersey Office of the Attorney General (DAG, AAG), Prosecutors, and Judges** will apply to the Municipal Police Department where they reside except if you

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have received the Police Training Commission certification pursuant to P.L.1961,c.56(C.52:17B-66 et seq.). If you received this certification, select "Yes" to the question "*Are you applying as a Prosecutor, Judge, or member of the Office of the Attorney General*" on the first page of the application and upload proof of that training. Your application will then be assigned to a NJSP ORI to certify your training. You will receive an email notifying you the NJSP ORI your application has been assigned to after you apply, and it will be listed on your confirmation page.

If you apply to the incorrect ORI, your application will be cancelled. Fees are non-refundable.

Proof of ownership of the firearm intended to carry: You should not carry a gun that you cannot easily and definitively prove, in a court of law, that you own with official documentation and/or a receipt.

ORI Number: An ORI (Originating Agency Identifier) number is a unique number assigned to each police department and State Agency in New Jersey. It is used for online applications for various types of licensing, such as firearms or security guards. The ORI number must match the Police Department that is responsible for your area of residence. A New Jersey resident or dual resident of the State of New Jersey must enter the ORI of the Police Department that provides police coverage to their residence. If you enter the incorrect ORI, your application will be assigned to a Police Department that does not cover your jurisdiction and will be cancelled without a refund.

SBI Number: You will be required to enter your SBI number that was generated after you were fingerprinted. You do not need to be fingerprinted again unless you are advised of an issue with your past fingerprints. Your SBI number is listed on any past Firearms Purchaser Identification Card or other firearm document you received after applying. If you cannot locate your SBI number or are having issues with your SBI number, contact the firearms application coordinator at the Police Department that provides police coverage to your residence.

Photograph: Upload a recent, clear color image of your face taken within the last six (6) months. The photograph should resemble the one displayed on your driver's license or passport. However, **DO NOT** use the photographs from those identifications as your image. The uploaded photograph **MUST** be taken in civilian attire against a light background, without wearing a hat or glasses.

You may upload a recent clear selfie or headshot with no one else in the photo, provided that the image

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adheres to the above-listed requirements. Applications submitted with a photograph that does not meet the requirements may be cancelled. Please note that there are no refunds for cancelled applications.

Mental Health Consent Form: If you have lived outside of the State of New Jersey in the last ten (10) years, please fill out [form SP-066](#) (Consent for Mental Health Records) and upload it to your application. You are only filling out **part one** of this form. The “investigating police department” is the Police Department processing your application. The “witness” part on this form can be printed and signed by anyone. It does not have to be witnessed by a member of the Police Department. For additional addresses, list them on page 2. <https://www.nj.gov/njsp/firearms/pdf/sp-066.pdf>

It is important to note that some cities such as Philadelphia, PA and states such as New York State require their own mental health consent form to be filled out to complete their background check. If you currently reside or lived in the city of Philadelphia or the State of New York in the last ten years, please fill out their mental health form(s) and upload the form(s) to your application. Those forms are located on our NJSP website when you click the following link.

https://www.nj.gov/njsp/firearms/Permit_to_carry_forms.shtml

How to submit your application: Once you are ready to apply you can go to [Concealed Carry Permits \(njportal.com\)](#) <https://www.njportal.com/NJSP/ConcealedCarry/>

Contact information: For questions or issues about your application, contact the local Municipal Police Department that provides police assistance to your residential area. After submitting your application online, you will be required to enter payment information. After the payment information is entered, the final page is the confirmation page. The confirmation page, and automatic email from the website after submitting the application, display the Police Department that you applied to that will be processing your application, as well as confirmation your application has been submitted. Contact that Police Department that is handling your application for any updates or issues with your application.

Background Check: All concealed carry applications are subject to background checks to ensure that the applicant is not subject to any of the disabilities set forth in statute 2C:58-3(c)(1-15). Every application is subject to an extensive background check. An initial application or a renewal application requires the same time-consuming background check.

Police Departments have different amounts of responsibilities, and a different number of applications assigned to them depending on the area that they serve. Firearm applications are one of the many

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responsibilities assigned to Police Departments. Therefore, the backlog varies depending on the emergency services each Police Department is handling as well as the following factors:

- The number of applications prior to your application.
- Response time from different agencies that are required to be contacted.
- Criminal, civil, and mental health issues that need to be properly documented.
- Response time from you, or your references, if there is an issue.

The falsification of information on any part of the application is a violation of N.J.S. 2C:39-10c and is a crime of the 3rd Degree. Any Falsification may result in criminal charges.

Helpful Tips/Information:

As listed in the above directions, please make sure to have all relevant documentation, files, and credit card information before you start your application. Your session will time out after 15 minutes of inactivity in any of the individual tabs or sections.