

FIREARMS PERMITS AND REGISTRATION

The Hackensack Police Department Detective Bureau assists residents with the application, processing, and registration of firearms.

E-mail at firearms@hackensackpd.org

The firearms application process is now electronic. Please follow the below instructions for the Firearms Reporting System.

FARS Application Procedures for Applicants

Step 1: Visit this website. You **MUST** enter the site address as follows:

<https://www.njportal.com/NJSP/fars>

Step 2: When you log on, you must enter the Hackensack Police Department's ORI#: **NJ0022300**

Step 3: Complete the online application. You may complete the application using a smartphone, mobile device, laptop, or desktop computer.

When deciding how many permits you would like to get, remember:

- A. 1 Permit is required for each handgun you are wish to purchase (each permit is \$25)
- B. You can purchase 1 handgun in a 30-day period
- C. Permits are good for 90 days (may be extended for another 90 days)
- D. If you decide you want another handgun permit, and you didn't get more than one initially, you will need to apply again.

Step 4: Must obtain a certificate indicating the completion of a firearms safety/training course

Step 5: You will need to submit payment to the Police department for your permits (\$25 each) and, if applicable, the Firearms ID Card (\$50 for the ID card). **Payment required prior to processing.** You can pay in person or online using the following website:

<https://payments.municipipay.com/24dfe0a0042cb3c51f0701849a7c92a8>

Email proof of payment to firearms@hackensackpd.org

Payment types: Credit/Debit cards, ACH Transactions, Money Order or Personal Check

*You will be receiving automated email updates throughout this new process.

*Once your application is complete, a department representative will contact you to retrieve your FID card and/or pistol purchase permit documents.

*Please advise your references that the FARS system will e-mail them the reference questions to be answered. Your references can complete the questions using a smartphone, mobile device, laptop, or desktop computer. Please advise them to complete the questions immediately to progress your background investigation.

*The on-line application is applicant driven. Please ensure that you have entered the best phone numbers for yourself and references as well as the best email addresses for yourself and references.

****THE SYSTEM WILL NOTIFY YOU THAT YOUR ID CARD AND/OR PERMITS ARE READY. THE PAPERWORK MAY STILL BE AWAITING SIGNATURES. PLEASE WAIT FOR NOTIFICATION FROM A DEPARTMENT REPRESENTATIVE BEFORE ATTEMPTING TO GO TO THE POLICE DEPARTMENT TO PICK UP YOUR ID CARD AND PERMITS. ****

Additional Firearms Forms and Information

- [State of New Jersey Voluntary Form of Firearms Registration \(SP 650\)](#)
- [State of New Jersey Certificate of Eligibility](#)

The New Jersey State Police provides information on New Jersey firearms laws, transportation of firearms, and frequently asked questions. The site can be found by following this link:
<http://www.njsp.org/firearms/index.shtml>

The United States Bureau of Alcohol, Tobacco, Firearms, and Explosives provides additional information on Federal firearms and explosive laws via the following link:

<https://www.atf.gov/questions-and-answers>