

# Moorestown Police Department

Lee R. Lieber  
Chief of Police

1245 N CHURCH ST.  
SUITES 2 & 3 MOORESTOWN, NJ 08057  
EMERGENCIES DIAL 9-1-1  
NON EMERGENCIES: 856-234-8300  
POLICE ADMINISTRATION: 856-235-1405  
FAX: 856-235-9178

## FIREARMS APPLICATION & REGISTRATION SYSTEM (FARS)

### FARS APPLICATION PROCEDURES FOR APPLICANTS:

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

- Step 1:** Visit this website. You MUST enter the site address as follows:  
[www.njportal.com/NJSP/fars](http://www.njportal.com/NJSP/fars)
- Step 2:** When you log on, enter the Moorestown Police Department's **ORI number NJ0032300**
- Step 3:** Complete the online application. You may complete the application using a smartphone, mobile device, laptop, or desktop computer. When completing the application you will need the email address of two reputable references. Your references can be family members.

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

- a. ONE Permit is required for each handgun purchase (each permit is \$2).
- b. You can purchase 1 handgun in a 30 day period.
- c. Permits are good for up to 180 days (with renewal after 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, this applies to initial applicants and subsequent applications.

- Step 4:** You will need to submit payment at the Moorestown Police Department for your Firearms ID card and/or handgun permits. Permits to Purchase handguns are \$2 for each permit, and \$5 for the ID card. Please make check or money order payable to: Moorestown Township. **No cash will be accepted.**

- You will be receiving automated email updates throughout this new process.
- Once your application is complete, a station representative will contact you to retrieve your FID Card and/or pistol permits.
- Please advise your references that the FARS system will email 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 online application is applicant driven. Please ensure that you have entered the **BEST** phone numbers and email addresses for yourself **and** your references.