



## NORTH HANOVER TOWNSHIP POLICE DEPARTMENT

41 Schoolhouse Road, Jacobstown, NJ 08562  
(609) 723-8300 Office (609) 758-3351  
northhanovertwp.com

Robert F. Duff  
Chief of Police

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### PERMIT TO CARRY APPLICATION INSTRUCTIONS

#### *WHAT YOU NEED TO KNOW...*

1. Applications will be accepted Monday thru Friday 8:30 am to 4:30 pm.  
**YOU MUST APPLY IN PERSON.**
2. You must be a New Jersey Firearms ID Card Holder
3. The instructions are the same, whether this is an Initial Application or a Renewal application.
4. Complete Permit to Carry Application (3 Original Copies)  
[www.njsp.org/firearms/pdf/sp-642.pdf](http://www.njsp.org/firearms/pdf/sp-642.pdf)
5. A Consent for Mental Health Search Form (S.P. 066) submitted with application.  
[https://nj.gov/njsp/firearms/pdf/sp-066\\_201907.pdf](https://nj.gov/njsp/firearms/pdf/sp-066_201907.pdf)
6. All Applicants must be fingerprinted for initial or renewal applications. Applicants can visit IDENTIGO <https://uenroll.identigo.com/> to schedule an appointment.
  - A. When Scheduling your appointment, use Service Code: **2F164B**
  - B. Use ORI#: **NJ0032700** for North Hanover Township
  - C. For Contributors case number – use applicants last name, month, day, and year of birth (example: Smith01011990 = Smith January 1, 1990).



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### **PLEASE PROVIDE THE FOLLOWING AT TIME OF APPLICATION:**

- Driver's License and Birth Certificate OR Driver's License and Passport OR Driver's License and Naturalization Paperwork/Green Card
- Three (3) State of New Jersey Applications For Permit To Carry A Handgun, form SP642. Must be double sided and notarized.
- Four (4) color passport size photographs.
- 4. Consent for Mental Health Search, form SP066.
- 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 make, model, and serial number of handgun(s). b. Written qualification must be within six (6) months of application and include Instructors Name and Certification, make, model, caliber and serial number of handgun(s) you intend to carry.
- Money Order in the amount of \$50.00 payable to; "Treasurer, State of New Jersey"\*\*\*
- Identogo Receipt from Fingerprinting:
- \*\* The required written Firearms Qualification in accordance with N.J.A.C. 13.54-2(B), can be obtained at most firearm ranges through out the state. A list is available at:
  - <https://www.nj.gov.njsp/firearms/shooting-ranges.shtml>
- \*\* A New Jersey permit to carry is valid for two (2) years from the time of approval.\*\*

**IF ANY OF THE PRECEDING IS NOT COMPLETE OR INCORRECT THE APPLICATION  
WILL BE RETURNED AND YOU WILL HAVE TO RE-APPLY.**