



# The Manalapan Township Police Department only accepts **ONLINE** applications for **Permits to Carry A Handgun.**

## The Concealed Carry Permits service allows for online submission of both initial and renewal applications.

- Approved applications are due for renewal every two (2) years.
- Renewal applications can be submitted up to four (4) months before the expiration date.
- Concealed Carry Permit applicants need to have been fingerprinted for firearms purposes in New Jersey and assigned an SBI number before they can apply for a Concealed Carry Permit.
- If you have never been fingerprinted for firearms purposes in New Jersey before, start with an application for an Initial Firearms I.D. card <https://www.njportal.com/NJSP/FARS/>
- You can find the Permit to Carry Safe Handling and Proficiency Certification and Use of Force Training document on the NJSP website. Note- This form is proof of training and qualification with handguns. <https://nj.gov/njsp/firearms/forms.shtml>
- If you have lived outside of the state of New Jersey in the last ten (10) years, please fill out SP 66 Form (Consent for Mental Health Records) and upload it to your application. <https://nj.gov/njsp/firearms/pdf/sp-066.pdf>

## \*\*\*\*\***IMPORTANT** - Applications WILL NOT be processed without payment to Manalapan Township\*\*\*\*\*

- The application fee of \$150.00 required by NJ State Law made payable to *“Manalapan Township”* is not paid as part of the online process. Therefore, payment should be dropped in the Police/Firearms drop box (accessible 24/7) located outside the front doors of the municipal building. Please include the applicant’s name and confirmation number in the memo section of the check or money order.

## You Will Need the Following Information and Documents to Complete the ONLINE APPLICATION.

- **Manalapan Township Police ORI Number – NJ0132600** (If incorrect number is entered, application will not be sent to our department. Any fees submitted with an application with an incorrect ORI number will not be refunded).
- **Passport Style Photograph** (2 inches by 2 inches, light colored background, no hats, no sunglasses).  
NOTE: Do not use photo from NJ Driver’s License or a copy of your NJ DL, as picture will not be accepted. Do not use a copy of passport. **(APPLICANT WILL BE REQUIRED TO UPLOAD THIS PHOTO TO APPLICATION).**
- **Completed NJ State Police Form (S.P. 182) Permit to Carry Safe Handling and Proficiency Certification.** A link to this form is available in a fillable form on the opening page of the application. This form must be completed and signed by both the Firearms Instructor and the applicant. **(APPLICANT WILL BE REQUIRED TO UPLOAD THIS FORM TO APPLICATION).**
- **Completed SP66 Form Consent for Mental Health Records Search.** If applicant has lived out of state during the past 10 years, this form must be completed and uploaded during the application. A link to this form in fillable format is available on the opening page of the application. Applicants that have not lived out of state during the past 10 years are not required to complete this form as the records check will be completed as part of the online process. **(APPLICANT WILL BE REQUIRED TO UPLOAD THIS FORM TO APPLICATION).**
- **NJ Firearms Purchaser Identification Card** SBI Number from Firearms ID Card will be required to be entered in application.
- **NJ Driver’s License** Personal information entered in application must match NJ Driver’s License exactly.
- **Serial Number, Caliber, Make, and Model Number of all handguns which you intend to carry.** Applicants will be required to enter the information for each handgun in the application.
- **Names, Addresses, phone numbers, and email addresses of 4 (FOUR) references that have known applicant for at least 3 years prior to submitting of application** References cannot be related to applicant by blood or law. These references will be contacted by Investigators.
- **Credit or Debit Card** At the end of the application, applicants will be required to pay the following fees to the *“State of New Jersey”*.

Concealed Carry Permit Application State Fee (\$50.00 plus online service fee of \$5.00)	\$55.00
212A Background Check Fee (\$18.00 plus online service fee of \$3.00)	<u>\$21.00</u>
<b>THE TOTAL OF ABOVE will be charged to credit/debit card entered by applicant.</b>	<b>\$76.00</b>

**TO BEGIN THE APPLICATION PROCESS-**  
[https://www.njportal.com/NJSP/ConcealedCarry/Application?  
type=Initial](https://www.njportal.com/NJSP/ConcealedCarry/Application?type=Initial)

Pursuant to Attorney General Directive No. 2022-07 dated June 24, 2022, “justifiable need to carry a handgun” is not required.