



BLAIRSTOWN POLICE DEPARTMENT

106 STATE HIGHWAY 94
BLAIRSTOWN, NEW JERSEY 07825

SERGEANT STEPHEN LOSEY
OFFICER IN CHARGE



ADMINISTRATION: (908) 362-7668
FACSIMILE: (908) 362-6767

EMERGENCY: 911
DISPATCH: (908) 362-8266

Instructions for Firearms Applications

Initial Applicants (If you have never had a Firearms ID Card in New Jersey):

1. Complete the Application for Firearms Purchaser Identification Card and/or Handgun Purchase Permit.
2. Obtain a check or money order in the amount of \$5.00 made payable to "Blairstown Police Department."
3. If you are applying for a Permit to Purchase a Handgun obtain a check or money order in the amount of \$2.00 made payable to "Blairstown Police Department." Each handgun permit costs \$2.00, if you are applying for multiple handguns multiply \$2.00 by the number of handguns you are applying for and prepare a check or money order in that amount.
4. Complete the Consent for Mental Health Records Search; do not sign this form until instructed to do so by a Police Officer when you turn in the completed application.
5. Once you have completed all of the applications bring them to police headquarters Monday to Friday between 8:30 AM and 3:30 PM. In order to provide adequate identification you must bring your valid New Jersey Drivers License [with current address] and original birth certificate with you at this time. NO applications will be accepted without both documents or an approved substitution.
6. Follow the directions on the bottom of the MorphoTrak form (provided by our department once your application is processed) to be fingerprinted.
7. Any applicant who fails to be fingerprinted within 2 months of their initial application may delay their application process to permit all checks to be completed to verify that no changes have occurred.

Applications for Additional Handgun Permits (If you already have a Firearms ID Card in BLAIRSTOWN TWP):

1. Complete the Application for Firearms Purchaser Identification Card and/or Handgun Purchase Permit and Consent for Mental Health Records Search Form.
2. Obtain a check or money order in the amount of \$2.00 made payable to "Blairstown Police Department." Each handgun permit costs \$2.00, if you are applying for multiple handguns multiply \$2.00 by the number of handguns you are applying for and prepare a check or money order in that amount
3. Drop off your application and applicable payment at police headquarters during normal business hours.

Applications for Duplicate Firearms Identification Cards (I.E. Lost, Stolen, Mutilated, Name or Address Change):

1. Complete the Application for Firearms Purchaser Identification Card and/or Handgun Purchase Permit and Consent for Mental Health Records Search Form.
2. Complete the Request for Criminal History Record Form (SBI 212A Form) and obtain a certified check or money order in the amount of \$18.00 payable to "New Jersey State Police - SBI"
3. Drop off your application, criminal history record form, and applicable payment at police headquarters during normal business hours.

*** Applications typically take between two and six weeks to be completed. If your application is approved you will be contacted via telephone and advised when you may pickup your documents. You must personally pick up your documents as well as sign them in the presence of a police officer. ***

All of the above mentioned applications and forms are available on the Blairstown Police Department website located at www.blairstownpolice.org