NEWARK POLICE DEPARTMENT
FIREARMS INVESTIGATION UNIT
22 FRANKLIN STREET 1ST FLOOR
NEWARK, NJ 07102

FIREARM APPLICANT REQUIREMENTS
FIRST TIME APPLICANTS
(READ PROCEDURES BEFORE COMPLETING)

1. You must be a **resident of the City of Newark**, **New Jersey.**

2. You must be 18 years of age to apply for a Firearms ID Card, which allows you to purchase rifles, shotguns & ammunition. You must be 21 years of age to apply for a Permit to Purchase a Handgun.

3. Print or type two State of NJ Firearm applications (STS-33). Answer all questions on the application**.** No Newark Police Officer's or relatives are to be used as references. **Please leave the date on all paper work blank.**

4. Print or type two reference letter forms.

5. Print or type one address verification form.

6. Complete both forms of the Consent for Mental Health Records Search form (part one only). This form must be signed in the presence of a Newark Police firearms investigator who will sign as the witness.

7. Fees: A non-refundable money order of $5.00 for a Firearms Purchaser Identification Card and $2.00 for each Permit to purchase a Handgun, Payable to the City of Newark, must accompany your application when submitted.

Rev: 9/11

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Please type or print all information on the application very clearly. Failure to present a clear and complete application will result in the application being returned to the applicant.

Once your application has been submitted to the Newark Police Department you will be provided with a "Morpho Trak" application and will be directed to contact this private vendor either by phone or internet to schedule an appointment. Morpho Trak will be responsible for taking fingerprints which will be sent to the FBI and NJ State Police for the criminal record check. There will be an additional fee for $60.25 which is indicated on the morpho Trak form.

Please be advised once you received the Morpho Trak Form from this office you will have 30 days from the date you submit your application to get fingerprinted.

Please contact the below Detectives for an appointment.

For applicants who last name starts with the letters from A-M contact Det. Victor at (973) 733-6063.

For applicants who last name starts with the letters from N-Z contact Det. Sanders at (973) 733-6017.

FIREARMS LICENSING UNIT