

# Parsippany-Troy Hills



3339 Route 46

Parsippany, New Jersey 07054 • 973-263-4300

## FIREARMS APPLICATION PROCEDURES

### POLICE DEPARTMENT

#### 1) Initial Application for Firearms Purchaser Identification Card

- a) Completed Application in Duplicate
- b) Signed Mental Health Form & Information Release Authorization
- c) Photocopy of document with Social Security #
- d) Photocopy of Driver's License w/ photo
- e) Fingerprints
- f) Previous addresses
- g) \$5 Application Fee for Firearms Identification Card

#### 2) Change of Address on Firearms Purchaser Identification Card

- a) Completed Application in Duplicate
- b) Signed Mental Health Form & Information Release Authorization
- c) Photocopy of document with Social Security #
- d) Photocopy of Driver's License w/ photo
- e) Must surrender current FIC at time of application
- f) Two references
- g) Previous addresses
- h) \$18 money order made out to Division of State Police-SBI

#### 3) Pistol Purchase Permits - MINIMUM 21 YEARS OLD

- a) Completed Application in Duplicate
- b) Signed Mental Health Form & Information Release Authorization
- c) Payments (\$2 each)
- d) Photocopy of document with social Security #
- e) Photocopy of Driver's License w/ photo
- f) Photocopy of FIC (both sides)
- g) \$18 money order made out to Division of State Police-SBI

#### 4) Permit to Carry

- a) 3 Completed applications with 4 photos
- b) Signed Mental Health Form & Information Release Authorization
- c) Employment letter of need & PI license, etc.
- d) Photocopies of past permits, FIC, DL, SS
- e) Fingerprints
- f) \$20 Money Order
- g) Firearms qualifications, etc.

Notes: APPLICATIONS MUST BE LEGIBLE !!!!!

Answers are to be written in "YES or NO"

Enlarge photocopies of documents if possible

Photocopy of Criminal Justice Employment ID Card or Pertinent ID

Photocopy of Resident Alien Card if person is not a U. S. citizen