

## **CONCEALED CARRY PERMIT**

- **You must be a resident of Raritan Borough, NJ.**
- **Concealed Carry Permits are valid for two (2) years. Renewal applications may be submitted up to four (4) months before the expiration date on your current Concealed Carry Permit.**
- **You must already have a Firearms Identification Card which lists an SBI Number for you. You will need your number to apply for a Concealed Carry Permit. As long as you have this you will not need to be re-fingerprinted. If not, you must first apply for a Firearms Identification Card.**
- **In person applications are no longer accepted.**
- **You must apply electronically by visiting:**  
<https://nj.gov/njsp/firearms/index.shtml>
- **Scroll to the bottom of the page and select Apply for a Permit to Carry a Handgun.**
- **The documents and forms referenced on the next page may be found here:** <https://nj.gov/njsp/firearms/forms.shtml>
- **The Raritan Borough Police Department ORI Number is NJ0181600. Ensure that Raritan PD appears in the box after you enter the ORI Number. Your application will be submitted incorrectly if this is not followed and you will have to re-apply.**
- **Ensure you have entered the most accurate information for yourself and references. References must not be related to you by blood or law. Incorrect information submitted may cause you to have to re-apply. No refunds or exceptions are given.**
- **Inform your references they will receive an automated email with a questionnaire. Advise them to submit the questionnaire immediately to avoid any delay with your application process.**
- **Once your background investigation is completed you will receive an email from our agency to schedule payment owed to the Raritan Borough Police Department.**

## **NEEDED FOR INITIAL APPLICATION**

- **SBI Number**
- **Upload a recent photograph of yourself. Must be in color, with a light background to include your head and shoulders. No fashionable hats should be worn. Similar to a passport photograph.**
- **One (1) training record completed within the past two (2) years, to include the instructor's name and qualification date. Here is the form: [https://nj.gov/njsp/firearms/pdf/PTC\\_Safe\\_Handling\\_and\\_Proficiency\\_Certificate\\_Fillable.pdf](https://nj.gov/njsp/firearms/pdf/PTC_Safe_Handling_and_Proficiency_Certificate_Fillable.pdf)**
- **If you have lived outside New Jersey within the last ten (10) years complete a Mental Health Records Search Form and upload it to your application. Here is the form: <https://nj.gov/njsp/firearms/pdf/sp-066.pdf>**
- **Personal information such as your Driver's License Number and Social Security Number.**
- **Background Information**
- **Contact information for four (4) references. They must not be related to you by blood or law.**
- **Information on handgun(s) to be carried**
- **\$50 Application Fee to the State of New Jersey. This is paid electronically when you apply.**
- **\$150 Application Fee to the Borough of Raritan. This will be paid after you apply. You will receive an email from the Raritan Borough Police Department, once your investigation is completed, to schedule payment.**

## **NEEDED FOR RENEWAL APPLICATION**

- **SBI Number, Last Name and Date of Birth for validation**
- **One training record completed within the past two (2) years, to include the instructor's name and qualification date. Here is the form: [https://nj.gov/njsp/firearms/pdf/PTC\\_Safe\\_Handling\\_and\\_Proficiency\\_Certificate\\_Fillable.pdf](https://nj.gov/njsp/firearms/pdf/PTC_Safe_Handling_and_Proficiency_Certificate_Fillable.pdf)**
- **If you have lived outside New Jersey within the last ten (10) years complete a Mental Health Records Search Form and upload it to your application. Here is the form: <https://nj.gov/njsp/firearms/pdf/sp-066.pdf>**
- **Any updates to your personal information**
- **Upload a recent photograph of yourself. Must be in color, with a light background to include your head and shoulders. No fashionable hats should be worn. Similar to a passport photograph.**
- **Background information**
- **Any updates to handgun information**
- **\$50 Application Fee to the State of New Jersey. This is paid electronically when you apply.**
- **\$150 Application Fee to the Borough of Raritan. This will be paid after you apply. You will receive an email from the Raritan Borough Police Department, once your investigation is completed, to schedule payment.**

**Contact Lt. Everett Holt with questions**

**908-722-3891**

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