

# Wayne Police Department

## ALL fingerprinting for firearms are conducted by

Morpho Trak [www.bioapplicant.com/nj](http://www.bioapplicant.com/nj) INSTRUCTIONS FOR FIREARMS APPLICANTS

In order to expedite your firearms application processing, the Wayne Township Police Department asks that you follow the instructions outlined below. All the forms and the instruction sheet required for the application process are available here. The forms will require Adobe Acrobat to view (Available free online) and can be completed and printed online, but cannot be saved with completed information.

**ALL APPLICATIONS MUST BE LEGIBLE OR THEY WILL NOT BE ACCEPTED**

### Application for Firearms Purchaser I.D. Card

Complete and submit a (STS-33) [Firearms Purchaser I.D. Card Application](#). Check the appropriate box at top of application. Complete the application in its entirety. Answer all questions fully and provide complete mailing addresses with zip codes for those individuals listed as references. Do not use a relative as a reference.

A fee of \$5.00 is charged in a check made payable to "Wayne Twp. Police Department" or cash. **Exact change only.**

Complete and submit the (SP-66) [Consent for Mental Health Records Search Form](#).

Upon completion of your application you will be provided with a fingerprint form which is to be brought with you to Morpho Trak.

Fingerprinting will be conducted by Morpho Trak. Application processing **will not** continue until your fingerprints are completed by Morpho Trak.

Application for a [Permit to Purchase a Handgun](#) may be made using the same application. Follow the instructions under "Application for Permit to Purchase Handgun", below.

### Application for Permit to Purchase Handgun

**You must be 21 years of age to purchase a handgun.** Complete and submit a "[Permit to Purchase a Handgun](#)" application, and "[Consent for Mental Health Records Search Form](#)". Check the appropriate box for a "[Permit to Purchase a Handgun](#)" at the top of the application. Enter the number of permits to purchase a handgun requested in the upper right portion of the application.

For each handgun permit requested, submit \$2.00 in a check made payable to "Wayne Township Police Department" or cash. **Exact change only.**

You may be required to submit a "[Request for Criminal History Record Information for a Noncriminal Purpose](#)" NJ State Police form SBI 212A, if you have had not applied for any firearms permits within 3 years previous to the current application date.

If you are also applying for a Firearms Purchaser I.D. Card, follow Steps 1 through 5 under "[Application for Firearms ID. Card](#)", above.

## **Application for Duplicate I.D. Card (because of change of address, lost or stolen card, etc.**

Complete and submit the [Application for a Duplicate Firearms Purchaser Identification Card](#).

If you possess the old Firearms Purchaser I.D. Card, submit the card with the application.

You may be required to submit a "[Request for Criminal History Record Information for a Noncriminal Purpose](#)" NJ State Police form SBI 212A, if you have had not applied for any firearms permits within 3 years previous to the current application date.

### ***Reference Letters***

Attached are Reference Letter Forms ([Reference letter.pdf](#)) you must provide 2 reputable persons who are presently acquainted with the applicant, other than relatives. The reference must know you a minimum of 5 years.

After the processing for the permit is completed, we will notify you whether your application was approved or denied. If the permit(s) were approved, you may pick your Firearms I.D. Card or Permit(s) at Wayne Police Department Records Bureau.

Fingerprinting is conducted by Morpho Trak. [www.bioapplicant.com/nj](http://www.bioapplicant.com/nj)

**All required Firearms forms can be obtained on-line at the Wayne Township website, in the police department section under the "Reports and Form" Section**

**If you should have any firearm related questions, contact Sgt. Don Pavlak or email [pavlakd@waynetownship.com](mailto:pavlakd@waynetownship.com)**