

# Concealed Carry Permit Applications

## GENERAL INFORMATION:

The Brick Township Police Department is now accepting Concealed Carry Permit Applications electronically. **Paper applications will no longer be accepted.**

The Concealed Carry Permits service allows for online submission of both initial and renewal applications. Approved applications are due for renewal every two (2) years. Renewal applications can be submitted up to four (4) months before the expiration date. Concealed Carry Permit applicants need to have been fingerprinted for firearms purposes in New Jersey and assigned an SBI number before they can apply for a Concealed Carry Permit. If you have never been fingerprinted for firearms purposes in New Jersey before and you do not have a NJ Firearms ID card, return to the Firearms Application section above and follow the listed instructions. Only after applying for and being issued a NJFID card should you apply for your Concealed Carry Permit.

When applying for your Concealed Carry Permit you will need to enter the handgun information for all handguns you intend to carry with this permit. If you do not own a handgun and are unable to list the information needed, the online portal will not allow you to complete your application. You would need to apply for a Permit to Purchase a Handgun, purchase a handgun, and then apply for your Concealed Carry Permit. **(The handgun(s) you intend to carry must be legally owned/registered to you)**

If you are completing a **renewal** application, you only need to enter any **new** handguns you will be carrying since you last applied/renewed your permit.

If you have lived outside of the state of New Jersey in the last ten (10) years, please fill out form SP066 (Consent for Mental Health Records) and upload it to your application. You may be asked to complete this form even if you have not lived outside of the state.

**Important documents:** The documents listed below are **ONLY FOR REFERENCE**. Please review them prior to applying. You should visit <https://www.nj.gov/njsp/firearms/forms.shtml> to ensure you have the most up to date forms.

- Memorandum to Law Enforcement
- Civilian Carry Assessment and Range Evaluation (CCARE Protocol)
- SP182 PTC Safe Handling and Proficiency Certificate
- SP182a PTC Additional Handguns Intended to be Carried
- Use of Force Training Document
- Consent for Mental Health Records Search (SP-066)

**Follow the instructions below to apply for an Initial or renewal of your Concealed Carry Permit:**

**Step 1** - Please visit the website listed below and follow their instructions.

<https://www.njportal.com/njsp/concealedcarry/>

**Step 2** - The ORI # for the Brick Township Police Department is:

**NJ0150600**

You must use the ORI for the jurisdiction in which you reside.

(You **WILL NOT** be able to complete the online application without the **PROPER ORI NUMBER**)

- Answer the first three questions. (If you answer yes to any of these questions you **must** apply through the NJSP at the nearest non-toll road barrack.)
- Upload a passport style photograph. Your photograph must consist of a clear photograph of your face from the shoulders up. The photograph must have a flat white background without any obstructions behind you (Exactly like a passport photo). It is recommended you do not take a photo of a photo. Your photograph should be directly uploaded as a JPG, JPEG, PNG, TIFF, or TIF with a maximum file size limit of 10MB.

**Step 3** – Complete the New Jersey State Police Firearms Identification Card Safety and Awareness Interim Training Power Point.

- Upload the most recent version of a completed **NEW JERSEY PERMIT TO CARRY SAFE HANDLING AND PROFICIENCY IN THE USE OF HANDGUNS CERTIFICATION (SP182)**. This certificate must be provided to you by your certified firearms instructor after you have completed all of your training. This sheet confirms your firearms instructor is certified (**The instructor must provide you or the police department with their proof of certification**). It will also confirm you have completed the **Civilian Carry Assessment and Range Evaluation** qualification which became the standard for training as of September 15, 2023 (**CCARE**). Lastly, it confirms you successfully completed the **Use of Force Training for Private Citizen Concealed Carry** prepared by the State of New Jersey and the Provisions of N.J.S.A.2C:3-1, et seq, *in an in-person instructional setting*.
- Enter your SBI number which can be found on your NJFID card.

**Step 4** – Continue through the rest of the tabs being sure to enter all of your information correctly. The tabs should be as follows:

- Personal
- Identification (**All handguns intended to be carried will be listed in this section. If you wish to add more handguns than what the online portal will allow you must complete a SP182a listing all of your other handguns. This form will then be uploaded to the online portal in the same location where you previously uploaded your PTC Safe Handling and Proficiency Certificate - SP182.**)
- Contact
- Background

- References (**References must not be a family member by blood or by law and you must have known each of the four (4) references for a minimum of 3 years.**)
- Review

**Step 5** – After completing your application you will need to provide \$150 in cash or personal check to the police department. If payment is in cash, exact change is preferred. If paying by personal check, it must be made out to “**Brick Township Police Department**”. Payment can be made at the “**Records**” window inside townhall. If your payment is not received in a timely manner or your application appears to be missing items you will be contacted via telephone call or email. Please ensure you provide an accurate telephone number and email address in your application so you can be reached. Failure to pay or respond to additional information requests will delay the processing of your application. Applications will not be processed until they are deemed to be complete.

**Step 6** - If you purchase another handgun after your Concealed Carry Permit has been issued, you can complete and hand in the **PTC – DESCRIPTION OF ADDITIONAL HANDGUNS INTENDED TO BE CARRIED (SP182a)**. This form must contain any and all new handguns you intend to carry. The form must be handed in to the police department “**RECORDS**” window, and it will be added to your file. Submitting this form would then allow you to carry the new/additional handgun(s). Do not carry any handguns that were not listed on your original application or the updated SP182a form. A list of all handguns intended to be carried must be maintained by your approving police department.