

Applying for a Permit to Carry a Handgun

1. You must submit **two (2)** copies of the State of New Jersey Application for Permit to Carry a Handgun Form. The form must be completed in its entirety. (One must be the original notarized form, the other can be a copy, both must be double-sided).

Link for Application for Permit to Carry a Handgun form:

<https://mountlaurelpd.org/wp-content/uploads/2022/07/Permit-to-Carry-Application-07072022.pdf>

2. You are required to provide **four (4)** references. Your references must **NOT** be related to you by blood or law AND must have known you for a minimum of **three (3) years** prior to the date of your application. **NOTE:** The current application only has three spots for references on the back side of the application. Please also submit a copy of the back side of the application to list your 4th reference.
3. You must submit **two (2)** color passport size (1 ½ x 1 ½ inches square) photographs with your application package. Please print your name on the back of each photograph.
4. Complete the Consent for Mental Health Records Search form. Ensure you list ten (10) years of address history.

Link for Consent for Mental Health Records Search form:

<https://mountlaurelpd.org/wp-content/uploads/2022/07/Consent-for-Mental-Health-Records-Search.pdf>

5. You must provide written proof of ownership and qualification with the handgun(s) you intend on carrying.
 - a. Proof of ownership can be a purchase receipt, purchase permit, or a notarized letter of ownership listing the make, model, and serial number of your handgun(s).
 - b. Written qualification must be within six (6) months of the application and must include your Instructor's Name and Certification Number, and the make, model, caliber, and serial number of the handgun(s) you intend to carry.
6. You must submit two money orders:
 - a. \$50.00 made payable to "Treasurer, State of New Jersey"
 - b. \$150.00 made payable to "Mount Laurel Police Department"
7. Please schedule an appointment to turn in your application packet. Please ensure your application packet is complete and consists of the following items:
 - a. Two Applications for Permit to Carry a Handgun Form (One must be the original notarized form, the other can be a copy, both must be double-sided).

- b. Two (2) color passport size (1 ½ x 1 ½ inches square) photographs. Ensure your name is printed on the back of each photograph.
 - c. A completed Consent for Mental Health Records Search Form (ensure you have 10 years of address history listed).
 - d. Provide written proof of ownership and qualification with the handgun(s) you intend on carrying.
 - e. A \$50.00 money order payable to “Treasurer, State of New Jersey” and a \$150.00 money order made payable to “Mount Laurel Police Department”.
 - f. Driver’s license and Birth Certificate OR Driver’s license and Naturalization Paperwork/Green card (If born outside of the United States).
8. Currently, you **MUST** be **fingerprinted** for a permit to carry a handgun. **DO NOT** schedule an appointment to get fingerprinted until you have submitted your application to the Mount Laurel Police Department. You will be provided with instructions on how to get fingerprinted when you turn in your application packet.

****IF ANY OF THE PRECEDING IS NOT COMPLETE OR INCORRECT THE APPLICATION WILL BE RETURNED AND YOU WILL HAVE TO RE-APPLY.**

**** A NEW JERSEY PERMIT TO CARRY IS VALID FOR TWO (2) YEARS FROM THE TIME OF APPROVAL.**

**** THE REQUIRED WRITTEN FIREARMS QUALIFICATION, IN ACCORDANCE WITH N.J.A.C. 13:54-2.4(B), CAN BE OBTAINED AT MOST FIREARM RANGES THROUGHOUT THE STATE. A LIST IS ALSO AVAILABLE BY CLICKING HERE:**

<https://nj.gov/njsp/firearms/shooting-ranges.shtml>.