



Mendham Borough Police

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Applying for a Permit to Carry a Handgun

(The following instructions are the same for the initial and renewal application)

PLEASE BE ADVISED INFORMATION IS SUBJECT TO CHANGE WITHOUT NOTICE DUE CONTINUED
LITIGATION AND APPEALS IN FEDERAL COURT.

YOU MUST APPLY IN PERSON. PLEASE SCHEDULE AN APPOINTMENT –DO NOT JUST SHOW UP

PLEASE PROVIDE THE FOLLOWING AT TIME OF APPLICATION:

1. Proof of identification and citizenship.
 - Driver's License and Birth Certificate OR
 - Driver's License and Passport OR
 - Driver's License and Naturalization Paperwork/Green Card
2. Completed State of New Jersey Applications for Permit To Carry A Handgun, form SP642.
 - **Must be double sided** and notarized.
 - Until the form is updated, a fourth reference must be provided on a second back page of form SP642.
3. 2 (2) color passport size photographs.
4. Consent for Mental Health Search, form SP066.
 - Do not sign until applying in person as it must be witnessed
5. Written proof of ownership and qualification with the handgun(s) you intend on carrying.
 - Proof of ownership can be a purchase receipt or purchase permit or a notarized letter of ownership listing make, model, and serial number of handgun(s).
 - Written qualification must be within six (6) months of application and include Instructors Name and Certification, make, model, caliber, and serial number of handgun(s) you intend to carry.
6. Money Order in the amount of \$50.00 payable to; "Treasurer, State of New Jersey"
7. Online payment made to the Borough of Mendham in the amount of \$150.
Link: [Police Dept. Payments - Mendham Borough \(mendhamnj.org\)](https://mendhamnj.org/police-dept-payments)

** Applicants that have previously been printed can complete SBI 212A, SBI name check in lieu of printing again

** THE REQUIRED WRITTEN FIREARMS QUALIFICATION, IN ACCORDANCE WITH N.J.A.C. 13:54-2.4(B), CAN BE OBTAINED AT MOST FIREARM RANGES THROUGH OUT THE STATE. A LIST IS ALSO AVAILABLE AT: [New Jersey Shooting Ranges | New Jersey State Police - Firearms Information \(nj.gov\)](https://www.nj.gov/treasury/taxation/other-tax-information/firearms/).

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