



POLICE DEPARTMENT  
(908) 995-4670  
FAX (908) 995-4612

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**TOWNSHIP OF HOLLAND**  
**IN**  
**HUNTERDON COUNTY**

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61 Church Road, Milford, New Jersey 08848

**DAVID W. VAN GILSON**  
Chief of Police and Township Coordinator



OFFICE OF EMERGENCY MANAGEMENT  
(908) 995-9629  
FAX (908) 995-4612

## **FIREARMS APPLICANT'S INSTRUCTIONS**

- ( ) Application for Firearms Purchaser Identification Card (Initial or Duplicate)
- ( ) Application for Firearms Permit to Purchase Handgun
- ( ) Application for Firearms Permit to Carry Handgun

### **Applicant Must:**

1. Be a resident of Holland Township.
  - \* Must provide copies of either tax bill or rent/lease payment showing address.
  - \* Must provide copies of at least two recent bills in your name and address (i.e. electric, phone, etc.).
2. Be 18 years of age for Firearms Purchaser Identification Card  
Be 21 years of age for Firearms Permit to Purchase Handgun
  - \* Must provide copy of birth certificate
  - \* Must provide copy of drivers license- photo preferred, and must show house and street address.
3. Answer all questions on the application truthfully- type or block print all answers.
4. Give complete mailing addresses where asked:
  - (1) Applicant (must include house number and street)
  - (2) Employer
  - (3) References (someone that has known you for a minimum of 3-5 years, may not be a relative or member of this department).
5. **Do not sign or date** application forms until processed. An officer must witness your signature.
6. Call (908) 995-4670 to make arrangements for the processing of your application.  
Appointments cannot be made.
7. A. Fingerprinting- Necessary for *all* first time firearms applicants and *all* applications for permits to carry. Due to a new mandated process by the New Jersey State Police fingerprinting **must be processed by Morpho Trak**, who provides live scan (electronic fingerprinting). The cost is \$60.25 which is paid directly to Morpho Trak either by a credit card or debit card **only**. No cash or checks are accepted. This process will be explained upon you returning the completed application and necessary paperwork. **Please note:** Your application must be processed by an officer prior to the above fingerprinting process. (Eff. 2/1/10)

B. An applicant who possesses a valid firearm identification card from any jurisdiction or who was previously fingerprinted and obtained a permit to purchase a handgun from this department, need not be fingerprinted. (Must have I.D. card in possession and provide to officer for copy to be made- both sides.)

C. If fingerprinting is not necessary [B Above], then:

(1) Request for Criminal History Record Information for a Non Criminal Justice Purpose (Form SBI 212A) waiver must be signed. Applicant must provide a money order made out to "Division of State Police- S.B.I." for \$18.00.

8. All applicants must complete and sign a "Consent for Mental Health Records Search"

9. Applicants under the age of 26 must complete and sign a "Consent for Juvenile Records Search"

10. All applicants must fill out information required on page 2 of "Firearms Applicant Investigation Report" and "Firearms Investigation Release Authorization, Appendix 14B (Eff. 2/15/00)

11. Fees- Have correct change or check made payable to "Holland Township Police Department" for permit(s) or I.D. card. (Permit \$2.00 each, I.D. Card is \$5.00- initial only; no fee for duplicate)

12. Applications for Duplicate Firearms Purchaser Identification Card

A. Must complete "Application for Firearms Purchaser Identification Card and/or Handgun Purchase Permit" (STS-33), and check appropriate block(s) on top of form

B. To replace stolen or lost card, applicant must provide statement as to where, when, how stolen or lost

C. To replace mutilated card, applicant must provide statements as to where, when, and how mutilated. (Also, turn in mutilated card)