

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2025-101**

**RESOLUTION AUTHORIZING REFUND OF MUNICIPAL PORTION OF
HANDGUN CARRY PERMIT FEE UPON SUBMISSION OF RECEIPT**

WHEREAS, pursuant to N.J.S.A. 2C:58-4, applicants for permits to carry a handgun are required to pay an application fee in the amount of \$200, of which \$150 is retained by the municipality and \$50 is forwarded to the Superintendent of State Police; and

WHEREAS, the Borough of Englishtown recognizes that the statutory fee structure imposes financial burdens on applicants and wishes to ease that burden for residents by offering refunds of the Borough's retained portion of the application fee; and

WHEREAS, the Borough has determined that it is in the public interest to establish an administrative process for refunding the \$150 municipal share of the application fee upon appropriate documentation;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, as follows:

1. **Refund Authorization:** Any applicant who has paid the \$200 application fee for a handgun carry permit on or after January 1, 2025, and who submits a valid receipt showing payment may apply to the Borough's Chief Financial Officer (CFO) for a refund of \$150, representing the portion of the fee retained by the Borough under N.J.S.A. 2C:58-4.
2. **Procedure:** Refunds shall be issued upon the applicant's submission to the CFO of (a) proof of payment, and (b) confirmation that the application was processed through the Borough of Englishtown.
3. **Limitation:** This refund policy applies only to the municipal portion of the fee and does not apply to any amounts remitted to the State of New Jersey or other agencies. Refunds shall be available only for payments made on or after January 1, 2025.
4. **Effective Date:** This resolution shall take effect immediately upon adoption.
5. **Administrative Oversight:** The Borough CFO is hereby authorized to administer this refund program and to require any reasonable documentation necessary to confirm eligibility.

BE IT FURTHER RESOLVED that a copy of this resolution shall be made available to the public and posted on the Borough website for informational purposes.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Alite					X
Fierro		X	X		
Leonardis			X		
Reque			X		
Sarti	X		X		
Sharkey			X		
Mayor Francisco	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the
Governing Body of the Borough of Englishtown at a regular meeting held June 11, 2025.

{{ _____ }}, Municipal Clerk