

Due to the COVID-19 Virus, for the protection of the employees and the public, the Police Lobby will remain locked.

If you need Police Assistance use the call box on the wall next to the door to your left.

If you have questions for Police Records call 609-723-5100 ext 13.

If you need to email any information for Police Records you can send your email to

[thartman@springfieldtwppd.com](mailto:thartman@springfieldtwppd.com)

There is a drop box in the front of the building that will be checked several times a day. If you need to drop off paperwork for Police Records or a Springfield Township Police Officer. Please use the drop box.

### *Accident Reports*

To obtain an Accident Report, please allow 7 to 10 business days from the date of incident.

Log onto [www.policereports.lexisnexis.com](http://www.policereports.lexisnexis.com).

1. Use the drop down menu
2. Choose New Jersey
3. Choose Springfield Township
4. Put in the date of accident
5. Put in your last name

This is all the information that will be needed to get your report.

### *Firearms*

To apply for a Permit to Purchase, Firearms ID Card or Change of Address.

1. Log onto [www.njportal.com/NJSP/fars](http://www.njportal.com/NJSP/fars)
2. You must enter **NJ0033500**
3. Complete the application, you must be able to print the IDENTIGO FINGERPRINTING FORM.