



Borough of Little Ferry

POLICE DEPARTMENT

JAMES WALTERS
CHIEF OF POLICE

215-217 LIBERTY STREET
LITTLE FERRY, NJ 07643-1507

INCORORATED 1894

Phone (201) 641-2770 – Fax (201) 641-4828

Background Checks for Borough Ordinances **(Solicitor Permits, Raffle Licenses, etc.)**

The following procedures must be followed:

- 1) Each applicant will be required to go to the Little Ferry Police Department and see a detective. This will be done Monday through Friday between the hours of 7:30am and 11:00pm. Every effort will be made to get a detective during these hours, however, there may be some occasions when a detective is not available. Feel free to call in advance.
- 2) The applicant must provide the detective a legal form of identification. This information will be documented on a CAD entry.
- 3) The applicant will be given an Identogo NJ Universal Fingerprint Form that states “Local Ordinance” on it. The number from the CAD entry will be placed on this form by the detective.
- 4) The applicant will then follow the procedures on the form and explained to them upon pick up. Fingerprinting is done electronically by an outside vendor and NOT by the Little Ferry Police Department.
- 5) After being fingerprinted the applicant will receive a receipt, this paperwork is for the applicant only. DO NOT bring this paperwork back to the police department.
- 6) After being fingerprinted the police department will receive the results electronically and will forward the findings to the Borough Clerk.
- 7) DO NOT call the police department asking about the fingerprint results or the status of your application. The Borough Clerk is the only one who can provide you with this information.
- 8) Failure to follow the steps and information presented above may delay your application.