

William D. Boyle Chief of Police 856-783-2271 P 856-784-3825 F

CLEMENTON POLICE DEPARTMENT

101 Gibbsboro Road, Clementon N.J. 08021

ABC APPLICATION INSTRUCTIONS

- 1. You must obtain an ABC Application from the Borough Administrator's Office either in person, or by contacting <u>j.johnson@clementon-nj.com</u>
- 2. All parties to the application must be fingerprinted by IdentoGO prior to the submission of your application to the Borough of Clementon. Instructions for being fingerprinted can be found on the Clementon Police Department website on the ABC Fingerprinting form pdf. The Police Department must issue a contributor's case number for your fingerprinting appointment. Complete the Initial Application Form which can also be located at <u>www.clementonpd.com</u>. You can submit this form in person at the Police Records window or by emailing it to the ABC Supervisor at <u>imcdevitt@clementonpd.com</u>.
- 3. Return your completed application to the Borough Administrator along with a valid government photo ID such as a driver's license or passport, receipt from IdentoGO. Your municipal fee will be assessed at this time.
- 4. Your completed application will be forwarded by the Borough Administrator's Office to the Clementon Police Department for completion of a background investigation.
- 5. You will receive additional forms to be completed and a checklist of documents which must be provided as part of your background investigation.
- Alcohol Beverage Control Cards are issued pursuant to N.J.S.A. § 33:1-1 SCQ., N.J.A.C. 13:2-1.1 ET.SEQ and § 70:1-14 of the Borough of Clementon Municipal Code.