

Most Worshipful Prince Hall Grand Lodge
of the State of New York
Office of the Grand Secretary



GRAND VIEW
Member Self-Registration Guide



Introduction

The purpose of this document is to assist an active member of our jurisdiction with the registration process required for them to access their membership account in the Most Worshipful Prince Hall Grand Lodge of New York's Grand View membership management application.

If there are any questions or concerns, please feel free to contact us via email at support@princehallny.org.

Website Links

Prince Hall New York Grand View Web Address:

<https://phny.grandview.systems>

Registration Web Address:

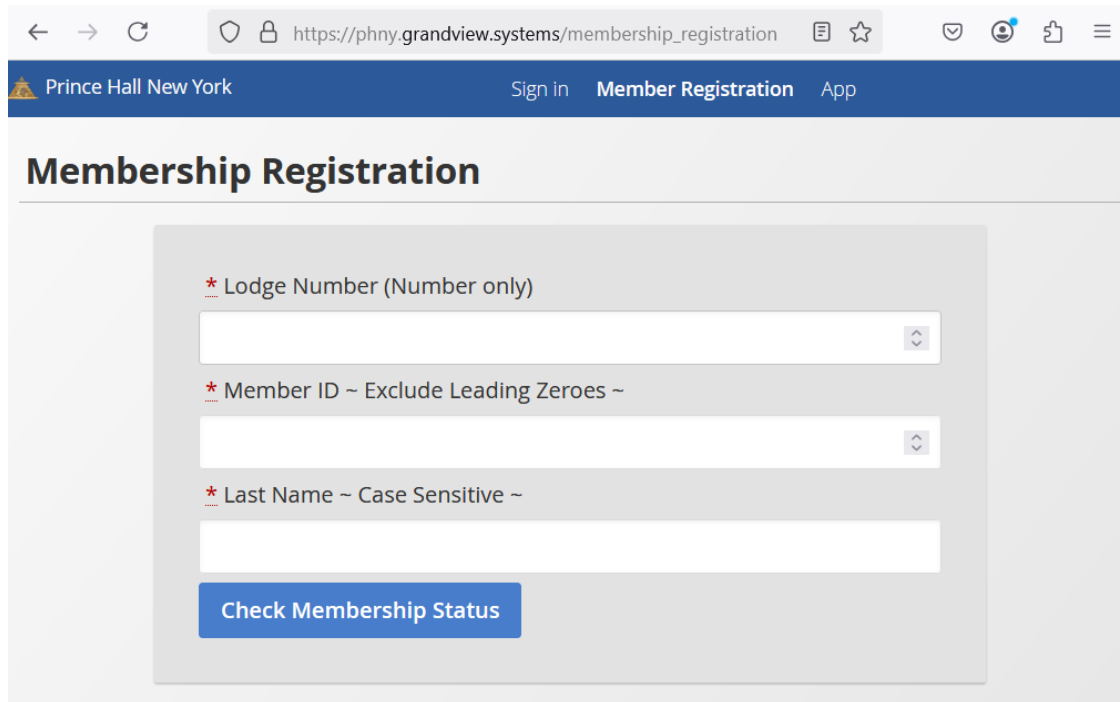
https://phny.grandview.systems/membership_registration

Technical Support:

support@princehallny.org

Accessing Your Membership Account in Grand View

Go to the above registration web address or click **Member Registration** on the top right of the Grand View home page. You will need to enter your Lodge Number, Member ID, and Last Name.

A screenshot of a web browser showing the "Membership Registration" page for Prince Hall New York. The browser's address bar displays "https://phny.grandview.systems/membership_registration". The page has a dark blue header with "Prince Hall New York" on the left and "Sign in Member Registration App" on the right. Below the header, the title "Membership Registration" is centered. The main content area is a light gray box containing three input fields, each with a red asterisk and a label: "* Lodge Number (Number only)", "* Member ID ~ Exclude Leading Zeroes ~", and "* Last Name ~ Case Sensitive ~". Each field has a small up/down arrow icon on the right. Below the fields is a blue button labeled "Check Membership Status".

Lodge Number

Enter your Lodge's number only. For example, if your Lodge is Progressive # 64, you would enter **64** only.

Member ID

This is your Prince Hall Member Number found on your Dues Card. If you are unsure about your Membership Number, please contact your Lodge Secretary.

Last Name

Enter your Last Name exactly the way it appears on your Lodge's Roster, matching the case and any punctuation.

For example “**John Doe, Jr.**”

✓ **Doe, Jr.**

✗ **Doe Jr**

✗ **doe, jr.**

✗ **Doe , Jr.**

Sample of a properly completed Membership Status Form

* Lodge Number (Number only)

64

* Member ID ~ Exclude Leading Zeroes ~

50012345

* Last Name ~ Case Sensitive ~

Doe, Jr.

Check Membership Status

When you are finished, click Check Membership Status.

If any of the information does not exactly match your Membership record, you will get the following error message:

Your membership could not be verified, please check your credentials

Membership Registration

* Lodge Number (Number only)

* Member ID ~ Exclude Leading Zeroes ~

* Last Name ~ Case Sensitive ~

Check Membership Status

Re-enter your Membership information or contact your Lodge Secretary for assistance.

Once you successfully enter your membership information you will see the following page. It will display your email record on file, and you will be prompted to create a password of at least 8 characters in length.

Register

Name: John Doe, Jr.

Email

JohnDoeJr@gmail.com

New Password

●●●●●●●●

Confirm New Password

●●●●●●●●

Passwords matched!

Sign up

Click Sign up

You will need to confirm your identity by receiving a one-time access code. You can select to receive it via text message or email, using the contact information from your membership record. If you no longer have access to these contact methods, please contact your Lodge Secretary.

Welcome! You have signed up successfully.



GRANDVIEW SOFTWARE
COMMUNICATION SOFTWARE FOR MASONIC BODIES

Select the method you would like to receive the verification

- ☐ Send a Text Message to phone number ending in 1933 (Usage rates may apply)
- ☐ Send an Email to mwph*****@gmail.com

Send Code Now

You will receive a text message or email confirmation with a six-digit code. Enter the one-time code into the empty field and click Submit. The code will be valid for 10 minutes, after which you will need to request a new code.

**A Verification Code has been sent to
mwph*****@gmail.com**

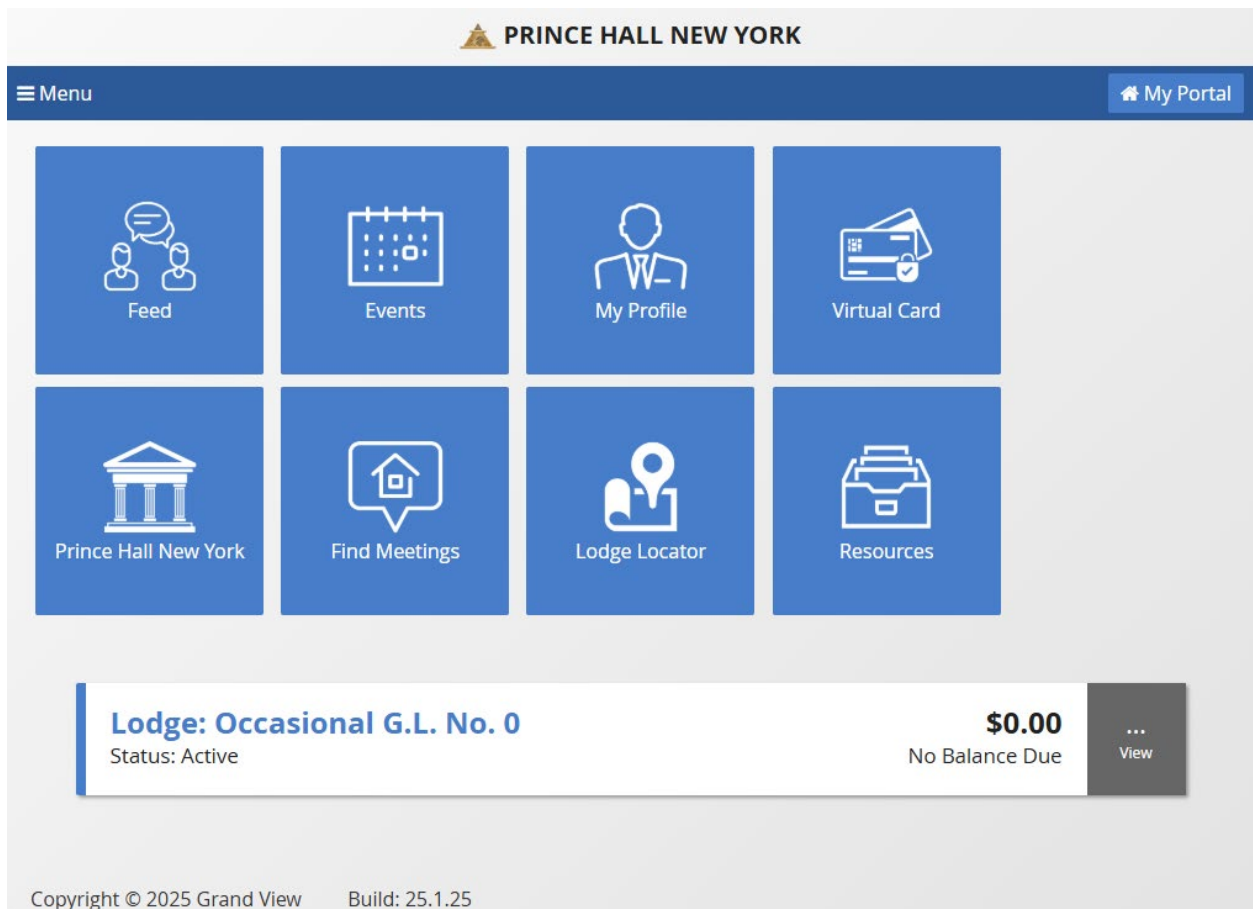
Code Expires in 8m 2s

If you didn't receive code after the timer runs out, you can try to resend another code. [Select a different method to resend code.](#)

* Enter verification code below to proceed

Submit

Success! You will be presented with the My Portal Page!



If you have any technical issues, send an email to support@princehallny.org.