



BY APPOINTMENT TO
H.M. QUEEN ELIZABETH II
ROBE MAKERS



BY APPOINTMENT TO
H.R.H. THE DUKE OF EDINBURGH
ROBE MAKERS



BY APPOINTMENT TO
H.R.H. THE PRINCE OF WALES
ROBE MAKERS

Ede & Ravenscroft

FOUNDED 1689

UNIT A-07-10 BLOCK A, PLAZA MONT KIARA, NO.2 JALAN KIARA, MONT KIARA, 50480 KUALA LUMPUR, MALAYSIA.

Phone: 603-62031964/603-62035815 ,Fax: 603-62035326 Email : enrm1689@gmail.com

OFFICIAL ROBEMAKER FOR YOUR GRADUATION CEREMONY
UNIVERSITY OF NOTTINGHAM MALAYSIA CAMPUS
22nd – 25th July 2017

Thank you for ordering your robes from Ede And Ravenscroft (M) Sdn Bhd. Please read each section carefully before completing and returning.

HOW TO ORDER YOUR ROBES

Please complete **page 3 & page 4** and return the form with the appropriate fee. Orders must reach us before **3 July 2017** with payments enclosed to EDE AND RAVENSCROFT (M) SDN BHD. We will acknowledge receipt of your order as soon as possible.

AT THE CEREMONY

Rented robes will be available for collection at the counter provided by the university prior to the ceremony and should be returned there **together with the scroll** after the ceremony.

MODE OF PAYMENT

Payment for the orders can be done through: -

- Cheques
- Bank Draft / Bankers Cheque
- Cash in directly or MB2U transfer into any May Bank Berhad Branches in Malaysia
⇒ A/c No. ~ 514347-016549 ⇒ Payable to ~ Ede And Ravenscroft (M) Sdn Bhd

- NOTE: a. For Payment by cheque, please write your name, contact number and your university's name at the back of the cheque.
 b. Please attach the original copy of the Bank in Slip with the page 3 & 4 and write your name at the bank slip. You may keep a photocopy for your reference.

STUDENT GRADUATION PACKS

3 choices of graduation packs are offered to the graduates. They are as per below: -

PACK A – RENTAL OF GRADUATION ATTIRE ONLY

Full Set (Robe, Hood, Hat & Scroll)	RM130.00
Refundable Deposit	<u>RM100.00</u>
Total Payable	<u>RM230.00</u>

- * DEPOSIT WILL BE REFUNDED AS SOON AS THE GOWN IS RETURNED. (PACKAGE A ONLY)
- * ALL ROBES & SCROLL TO BE RETURNED ON THE SAME DAY OF THE CEREMONY.

PACK B – RENTAL OF GRADUATION ATTIRE PLUS STAGE, GROUP AND INDIVIDUAL PORTRAITS

Full Set (Robe, Hood, Hat & Scroll)
PLUS

Photography: -

- ✓ Nottingham University Group Photo (8R – 1 copy)
- ✓ Stage Receiving Award (2 different positions on stage one 8R copy for each position)
- ✓ Individual Portrait (10R – 1 copy, 8R – 1 copy, 4R – 2 copies) plus cd soft copy

Total Payable: RM250.00

UNIVERSITY OF NOTTINGHAM MALAYSIA CAMPUS

22nd – 25th July 2017

ORDER FORM

Name : _____

Address : _____

Graduand Of (*State Level & Course) _____

Telephone No: _____ Email address: _____

Height: _____ Feet/cm

Total Payment : _____ Bank Draft/Bank-in-Slip No./ Cheque No. _____

PLEASE TICK YOUR CEREMONY					
Ceremony 1 22 Jul 2017, 10am	<input type="checkbox"/>	Ceremony 2 22 Jul 2017, 2pm	<input type="checkbox"/>	Ceremony 3 22 Jul 2017, 4.30pm	<input type="checkbox"/>
Ceremony 5 23 Jul 2017, 2pm	<input type="checkbox"/>	Ceremony 6 23 Jul 2017, 4.30pm	<input type="checkbox"/>	Ceremony 7 24 Jul 2017, 10am	<input type="checkbox"/>
Ceremony 9 24 Jul 2017, 4.30pm	<input type="checkbox"/>	Ceremony 10 25 Jul 2017, 10am	<input type="checkbox"/>	Ceremony 11 25 Jul 2017, 2pm	<input type="checkbox"/>
Ceremony 4 23 Jul 2017, 10am	<input type="checkbox"/>	Ceremony 8 24 Jul 2017, 2pm	<input type="checkbox"/>		<input type="checkbox"/>

PLEASE TICK YOUR PREFERRED OPTION			
PACK A – RENTAL OF GRADUATION ATTIRE ONLY PLUS REFUNDABLE DEPOSIT – RM230.00	<input type="checkbox"/>	PACK B – RENTAL OF GRADUATION ATTIRE PLUS PHOTOGRAPHY (STAGE, GROUP AND INDIVIDUAL PORTRAITS) – RM250.00 NO DEPOSIT REQUIRED.	<input type="checkbox"/>
PACK C - RENTAL OF GRADUATION ATTIRE PLUS PHOTOGRAPHY (STAGE, GROUP, INDIVIDUAL PORTRAITS AND FAMILY PORTRAITS) – RM350.00 NO DEPOSIT REQUIRED.	<input type="checkbox"/>	* Additional Time – RM80.00	<input type="checkbox"/>

Reply this whole page 3 with enclosed payment by post, email or fax to:

EDE AND RAVENSCROFT (M) SDN BHD

UNIT A-07-10 BLOCK A, PLAZA MONT KIARA, NO.2 JALAN KIARA , MONT KIARA, 50480 KUALA LUMPUR.

Fax : 03-62035326, Email : enrm1689@gmail.com

NU

DO NOT DETACH THIS FORM
Please write your Name (all caps).

Package:

Ref: for office use only

NAME _____

NU

Please write your Name & Address below clearly (all caps).
This slip as a receipt will be returned back to you as addressed below & pls bring this receipt on the ceremony day.

FOR OFFICIAL USE:

Paid: _____

TO:

Ref no. for office use only

UNIVERSITY OF NOTTINGHAM MALAYSIA CAMPUS
22nd – 25th July 2017

Photographer's Copy

PHOTO FORM

Please tick your ceremony					
Ceremony 1		Ceremony 2		Ceremony 3	
Ceremony 4		Ceremony 5		Ceremony 6	
Ceremony 7		Ceremony 8		Ceremony 9	
Ceremony 10		Ceremony 11			

PLEASE FILL UP CLEARLY (USE BLOCK LETTER) & Send back to us together with page 3.

E- MAIL ADDRESS : _____

Your photo will be send to you according to your address as below:

NAME _____

ADDRESS _____

CITY _____

POST CODE _____

STATE _____

COUNTRY _____

TELEPHONE (OFF) _____

(HSE) _____

(H/P) _____

REF:for office use only

UNIVERSITY : University of Nottingham
 CEREMONY DATE : 22nd – 25th July 2017

COURSE/MAJOR: _____

PACKAGE: A B C D E

TOTAL PAYMENT: _____

Customer's Copy

 <p>Ede and Ravenscroft (M) Sdn Bhd Suite A-07-10 Block A, Plaza Mont Kiara, No.2 Jalan Kiara, Mont Kiara, Kuala Lumpur, Malaysia Tel: 03-62031964 / 03-62035815, Fax: 03-62035326, Email: enrml689@gmail.com</p>

University Name : University of Nottingham

Ceremony Date : 22nd – 25h July 2017

WE ACKNOWLEDGE RECEIPT OF YOUR TOTAL PAYMENT FOR THE AMOUNT _____.

Package: A B C D E

Ref: _____

BUSINESS HOURS: ⇒ 10.00 A.M. TO 6.00P.M. ~ Weekdays ; 10.00 A.M. TO 1.00 P.M. ~ Saturday ⇒CLOSED ON SUNDAY & PUBLIC HOLIDAYS