



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

OFFICIAL ROBEMAKER FOR YOUR GRADUATION CEREMONY
UNIVERSITY OF NOTTINGHAM MALAYSIA CAMPUS
18th FEBRUARY 2023

**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 & 4 and return the whole page 3 & 4 with the appropriate fee. Orders must reach us before **3rd February 2023** with payments enclosed to EDE AND RAVENSCROFT (M) SDN BHD. We will acknowledge receipt of your order after received your payment.

AT THE CEREMONY

Rented robes will be available for collection at the counter provided by the university on the ceremony day and should be returned there **together with the scroll** after the ceremony. **Failure to return the robe set & scroll on the ceremony day, a penalty will apply.**

MODE OF PAYMENT

Payment for the orders can be done through:-

- a. Cash in directly or online transfer into any May Bank Berhad Branches in Malaysia
 - ⇒ A/c No. ~ 514347016549
 - ⇒ Payable to ~ Ede And Ravenscroft (M) Sdn Bhd

NOTE: Please attach the original copy of the Bank in Slip with the page 3 & write your name at the bank slip. You may keep a photocopy for your reference.

STUDENT GRADUATION PACKS

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

Please note: All the photos (hard and soft copy) will be ready 2 months after the ceremony. Once it is ready, we will be sent it to your address by courier service.

PACK A – RENTAL OF GRADUATION ATTIRE ONLY

Full Set (Robe, Hood, Hat & Scroll) RM130.00

* ALL ROBES & SCROLL TO BE RETURNED ON THE SAME DAY OF THE CEREMONY.

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

Full Set (Robe, Hood, Hat & Scroll) RM130.00 PLUS Photography RM110.00:-

- ✓ Stage Receiving Award (2 different positions on stage one 8R copy for each position)
- ✓ Individual Portrait (10R – 1 copy, 8R – 1 copy, 6R – 1 copy, 4R – 2 copies) plus cd soft copy

Total Payable: RM240.00

PACK C - RENTAL OF GRADUATION ATTIRE PLUS STAGE, INDIVIDUAL PORTRAIT AND FAMILY PORTRAITS

Full Set (Robe, Hood, Hat & Scroll) RM130.00 PLUS Photography RM210.00:-

- ✓ Stage Receiving Award (2 different positions on stage, one 8R copy for each position)
- ✓ Individual Portrait (10R – 1 copy, 8R – 1 copy, 6R – 1 copy, 4R – 2 copies) plus cd soft copy
- ✓ Family Portrait (10R – 1 copy, 8R – 1 copy, 6R – 1 copy, 4R – 2 copies) plus cd soft copy

Total payable: RM340.00

PACK D - RENTAL OF GRADUATION ATTIRE PLUS STAGE, INDIVIDUAL PORTRAIT AND 2 FAMILY PORTRAITS

Full Set (Robe, Hood, Hat & Scroll) RM130.00 PLUS Photography RM 310.00:-

- ✓ Stage Receiving Award (2 different positions on stage, one 8R copy for each position)
- ✓ Individual Portrait (10R – 1 copy, 8R – 1 copy, 6R – 1 copy, 4R – 2 copies) plus cd soft copy
- ✓ TWO Family Portrait (10R-2 copies, 8R-2 copies, 6R-2 copies, 4R-4 copies) plus cd soft copy

Total payable: RM440.00

PACK E - RENTAL OF GRADUATION ATTIRE PLUS STAGE, INDIVIDUAL PORTRAIT AND 3 FAMILY PORTRAITS

Full Set (Robe, Hood, Hat & Scroll) RM130.00 PLUS Photography RM390.00:-

- ✓ Stage Receiving Award (2 different positions on stage, one 8R copy for each position)
- ✓ Individual Portrait (10R – 1 copy, 8R – 1 copy, 6R – 1 copy, 4R – 2 copies) plus cd soft copy
- ✓ THREE Family Portrait (10R-3 copies, 8R-3 copies, 6R-3 copies, 4R-6 copies) plus cd soft copy

Total payable: RM520.00

**FOR PHOTOGRAPHS SENDING TO OVERSEA ADDRESS,
THERE IS AN ADDITIONAL CHARGE OF **RM140.00** FOR THE COURIER SERVICE.**

THE COLLECTION AND THE RETURNING OF THE ATTIRE WILL BE DONE AT:-

Date : 18th February 2023
Place : BACC (Bangi Avenue Convention Centre)

OPTIONAL (FOR EXTENSION OF ROBE ONLY)

You may extend the rental period for your robe set & scroll from the ceremony day and return the robe set & scroll to our company 14 days after the ceremony with an additional charge of **RM150.00**. The last date to return would be 6th March 2023 (Monday). You may return it by hand or via courier service.

Robe collection will only available at BACC on the ceremony day and returning will be at EDE AND RAVENSCROFT (M) SDN BHD for 'additional time'.

Email completed order forms to reach us before 3rd February 2023 with payments enclosed to EDE AND RAVENSCROFT (M) SDN BHD to the attention of:-

Customer Service Dept:

Ede and Ravenscroft (M) Sdn Bhd
Block F, 1st Floor, 16-1-2, Diamond Square,
Jalan Semarak Api 3, off Jalan Gombak,
53000, Kuala Lumpur, Malaysia.

Tel: +603-4021 2000 / 4021 3000 | Email: enrm1689@gmail.com

Office hours: Mon-Fri: 11am-5pm / Sat: 11am-2pm / Closed on Sunday & Public Holidays

UNIVERSITY OF NOTTINGHAM MALAYSIA CAMPUS

~ 18th FEBRUARY 2023 ~

ROBE ORDER FORM

Graduate's Name : _____

Graduand of (*State Level & Course): _____

Telephone No: (H/P) _____ Email: _____

Height: _____ Feet/cm

Total Payment : RM _____ Bank-in-Slip No.: _____

PLEASE TICK YOUR PREFERRED OPTION

PACK A - RENTAL OF GRADUATION ATTIRE & SCROLL ONLY - RM130.00 <i>*SCROLL WILL BE PROVIDED DURING THE CEREMONY</i>		PACK B - RENTAL OF GRADUATION ATTIRE & SCROLL- RM130.00 PLUS PHOTOGRAPHY (STAGE AND INDIVIDUAL PORTRAITS) - RM110.00 Total: RM240.00	
PACK C - RENTAL OF GRADUATION ATTIRE & SCROLL -RM130.00 PLUS PHOTOGRAPHY (STAGE, INDIVIDUAL PORTRAITS AND FAMILY PORTRAITS) - RM210.00 Total: RM340.00		PACK D - RENTAL OF GRADUATION ATTIRE & SCROLL-RM130.00 PLUS PHOTOGRAPHY (STAGE, INDIVIDUAL PORTRAITS AND 2 FAMILY PORTRAITS) - RM310.00 Total: RM440.00	
PACK E - RENTAL OF GRADUATION ATTIRE & SCROLL-RM130.00 PLUS PHOTOGRAPHY (STAGE, INDIVIDUAL PORTRAITS AND 3 FAMILY PORTRAITS) - RM390.00 Total: RM520.00		*ADDITIONAL COURIER FEE - RM140.00 SHIPPING FEE FOR SENDING THE PHOTOGRAPHS TO AN INTERNATIONAL ADDRESS	
*(OPTIONAL) Additional Time - RM150.00 Robe collection will only available at BACC on the ceremony day and returning will be at EDE AND RAVENSCROFT (M) SDN BHD.		Please note: All the photos (hard and soft copy) will be ready 2 months after the ceremony. Once it is ready, we will be sent it to your address by courier service.	

Please send your robe order form (Page.3) with enclosed payment to enrm1689@gmail.com

If you choose the package with photograph, please send the robe order form together with the photo form (Page.4).

EDE AND RAVENSCROFT (M) SDN BHD
Block F, 1st Floor, 16-1-2, Diamond Square,
Jalan Semarak Api 3, off Jalan Gombak, 53000 Kuala Lumpur, Malaysia.
Tel: +603-4021 2000/ 4021 3000 | Email : enrm1689@gmail.com
Bank account number: 514347016549 (MAYBANK)

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