

Ede & Ravenscroft (M) Sdn Bhd  
Block F, 1st Floor, 16-1-2, Diamond Square, Jalan Semarak Api 3, off Jalan Gombak, 53000 Kuala Lumpur Malaysia.  
Phone: +603-4021 2000 / 4021 3000 | Email: enrm1689@gmail.com  
Business Hours: Mon – Fri: 10am – 6pm / Sat: 10am – 2pm / Sunday & Public Holidays: Closed

OFFICIAL ROBEMAKER FOR YOUR GRADUATION CEREMONY

**Heriot-Watt University, Malaysia**  
**~6<sup>th</sup> JULY 2025~**

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

**HOW TO ORDER YOUR ROBES**

Please complete and return the whole page 2 with payment receipt through email to confirm your booking of robes at enrm1689@gmail.com. Orders must reach us **latest by 23<sup>rd</sup> June 2025**.

**Reminder:** Kindly email us your robe order form and payment receipt once the payment has been processed, as this is required for our records. Without the order form and payment receipt, we will be unable to confirm your order.

**RENTAL CHARGES FOR THE GRADUATION ATTIRE**

Full set of attire (Gown, Hood and Mortarboard/Bonnet)

Qualification	Rental (non-refundable)	Deposit (refundable)	Total
Undergraduate	RM180.00	RM200.00	RM380.00
Postgraduate	RM220.00	RM200.00	RM420.00
PhD	RM250.00	RM200.00	RM450.00

-Your deposit of RM200 will be refunded as soon as your robe set is returned.

**MODE OF PAYMENT**

Students are required to make payment to Ede and Ravenscroft (M) Sdn Bhd through online banking OR cash deposit into our bank account. Our bank account details are:

**Bank: Maybank Berhad | Account no: 514347016549**

**Holder name: Ede and Ravenscroft (M) Sdn Bhd**

*Note: Payer must key in Student's name in the recipient reference field in the payment webpage.*

**COLLECTION OF ROBES**

Collection of robes will be on 5<sup>th</sup> July 2025 (Saturday) in Multi Purpose Hall, Level 2, HWUM campus.

*Please refer to the Order of Events/Summer Graduation Campus Celebration for the allocated time.*

**RETURNING OF ROBES**

Returning of the robes will be done after your ceremony at Putrajaya Marriot Hotel.

**Failure to return the robe set on the ceremony day, a penalty will apply.**

Date : 6<sup>th</sup> July 2025 (Sunday)

Venue : Putrajaya Marriott Hotel, Malaysia

**\*\*\* ALL ROBES TO BE RETURNED ON THE SAME DAY OF THE CEREMONY\*\*\***

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**ROBE ORDER FORM**

I WISH TO RENT THE GRADUATION ATTIRE FOR THE CEREMONY

**Full Name:** \_\_\_\_\_

**Email :** \_\_\_\_\_

**Telephone No (Mobile):** \_\_\_\_\_ **My Height is (cm):** \_\_\_\_\_

**Qualification ( Undergraduate / Postgraduate / PhD) :** \_\_\_\_\_

**Course:** \_\_\_\_\_

**Total Payment :** \_\_\_\_\_

Please tick your ceremony session			
Morning session 6 <sup>th</sup> July 2025, 10.30am		Afternoon session 6 <sup>th</sup> July 2025, 3.00pm	

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Note: Please email this form with payment receipt to [enrm1689@gmail.com](mailto:enrm1689@gmail.com)  
Payment make to Ede and Ravenscroft (M) Sdn Bhd  
Bank: Maybank / Account no: 514347016549

**IMPORTANT NOTE:**

- Graduands need to ensure that the academic robes received is complete and correct.  
-This should include: Robe, Hood, and Mortarboard/Bonnet (3 items only).
- During the rental period, you are responsible for the safekeeping of the robe.
- A penalty fee will be imposed for late/damaged/lost of academic robe.
- You are responsible for returning the robe to us at the venue after the ceremony.
- You can contact us if you wish to extend the rental period of the robe, additional charges will apply.