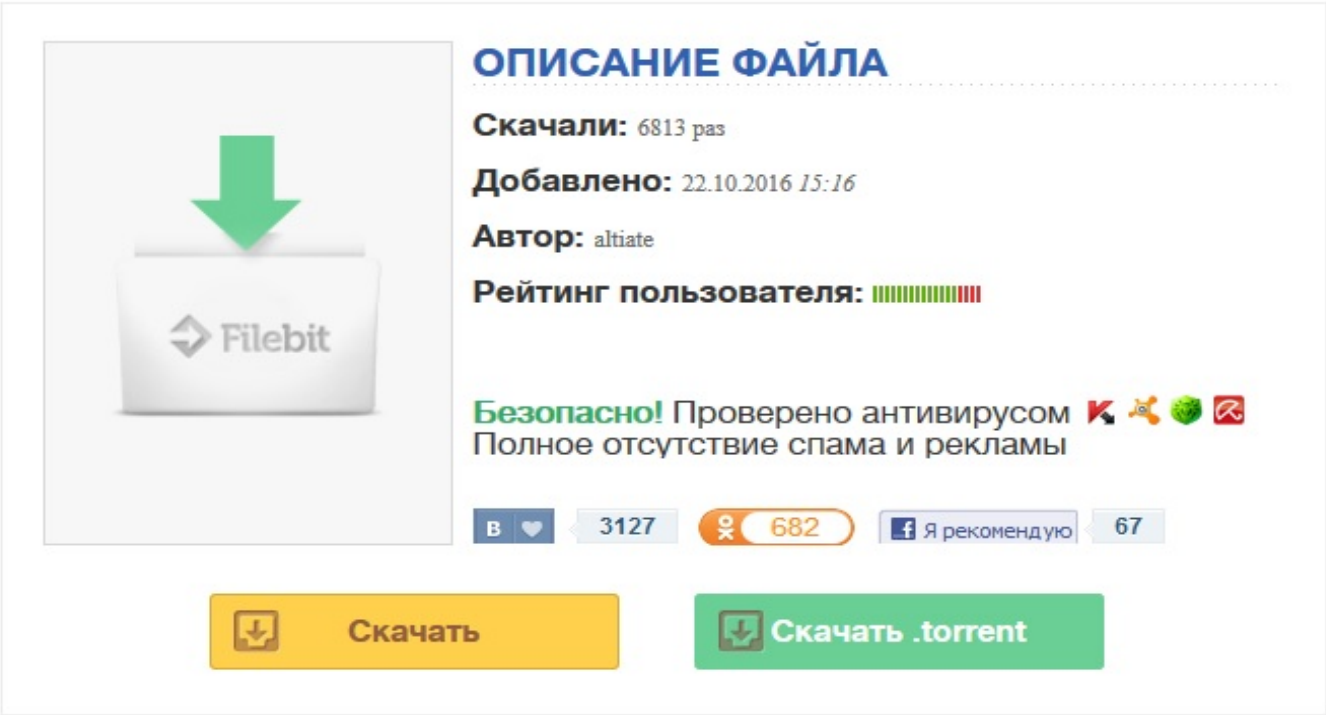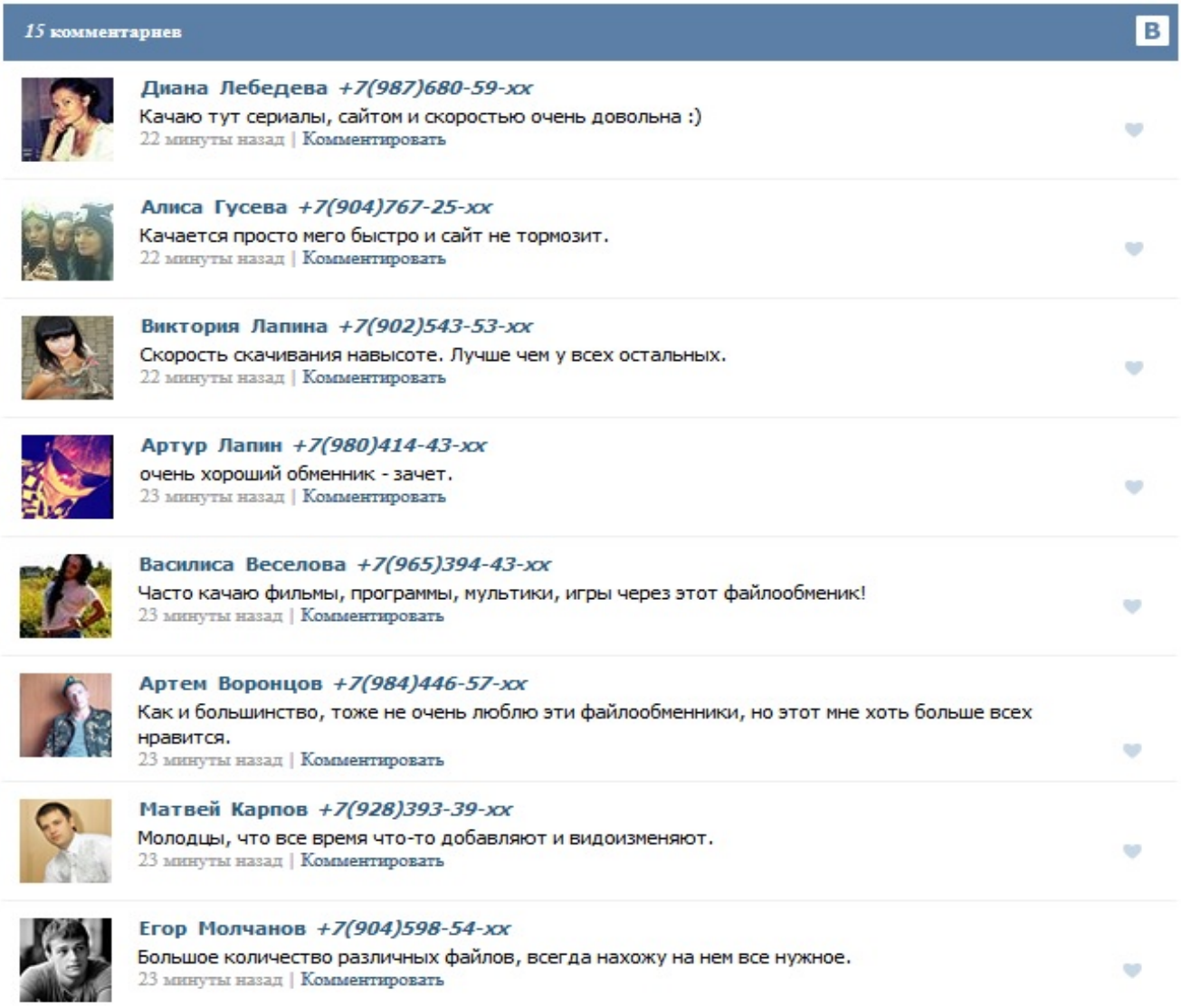накладная скачать