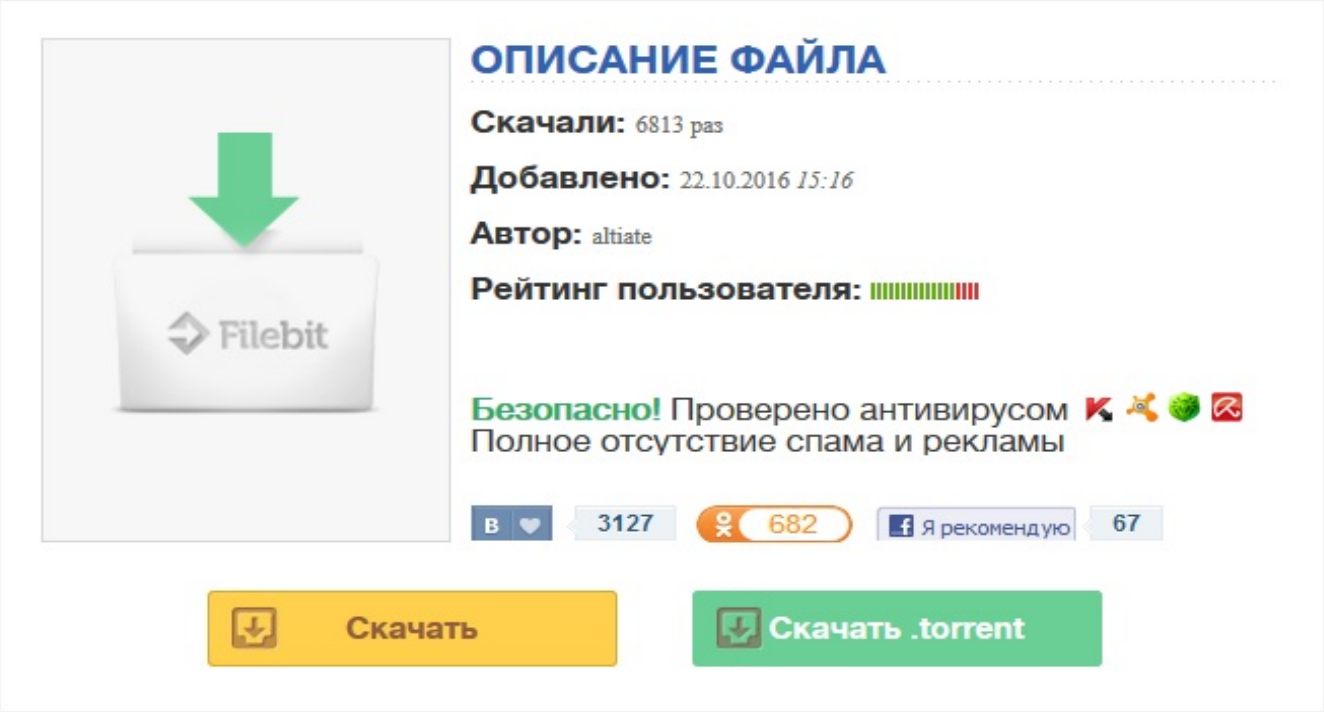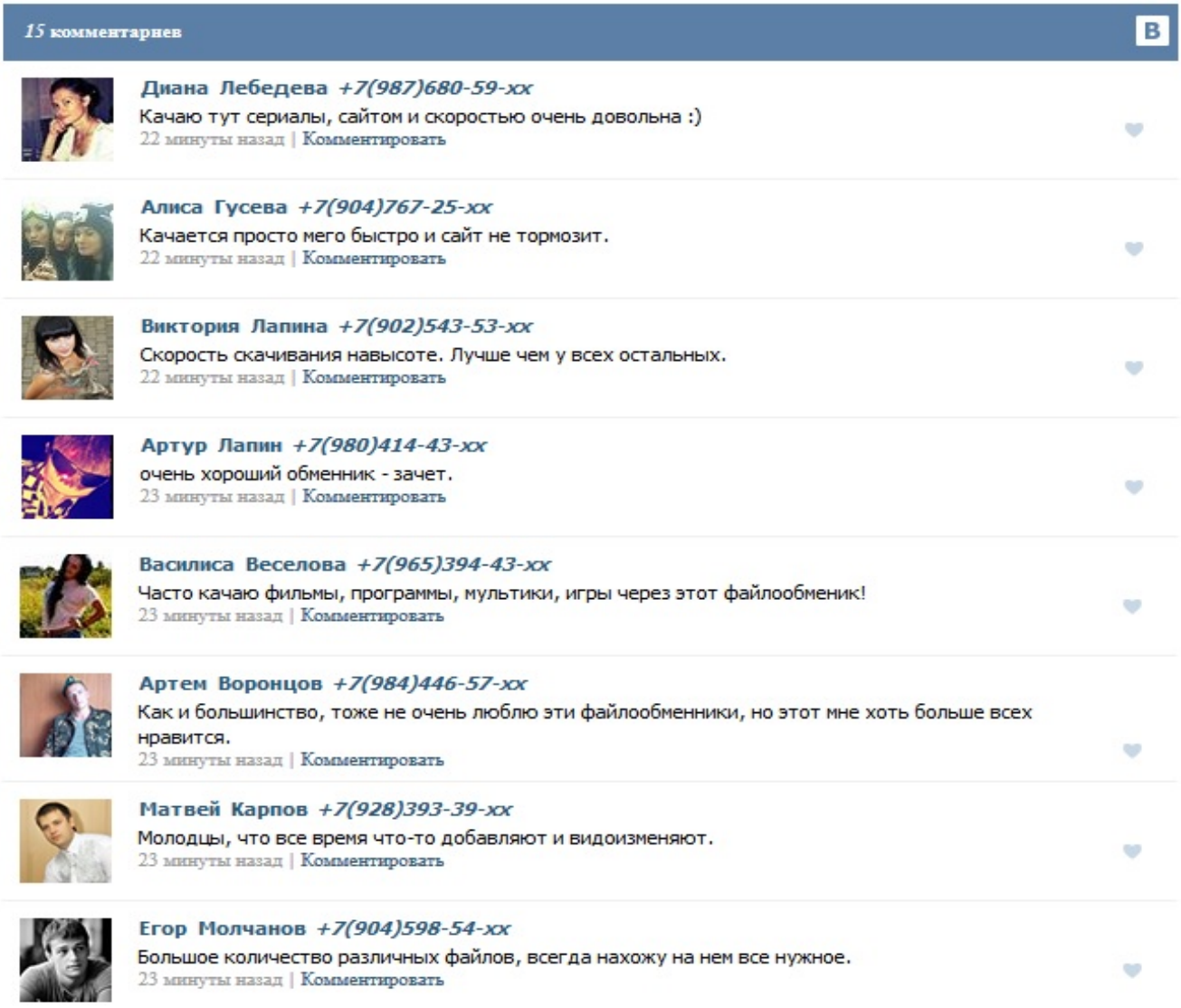доверенность в мфц от физического лица образец