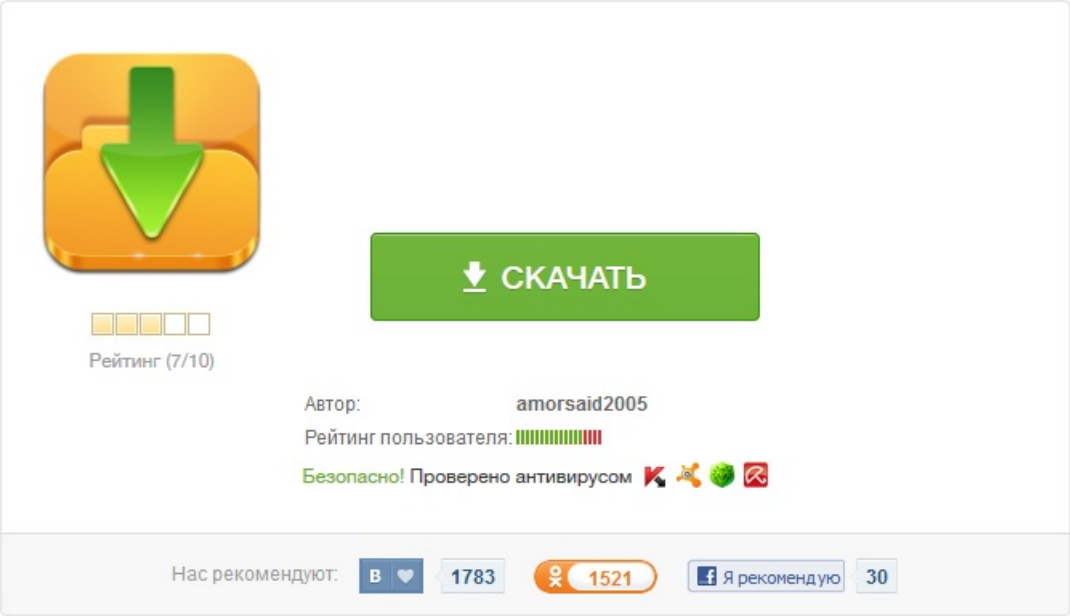благодарность бланк шаблон