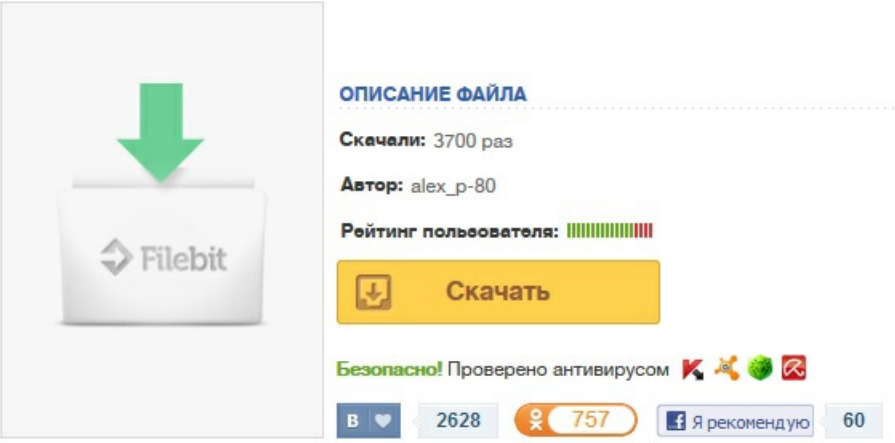как заполнить бланк пони экспресс