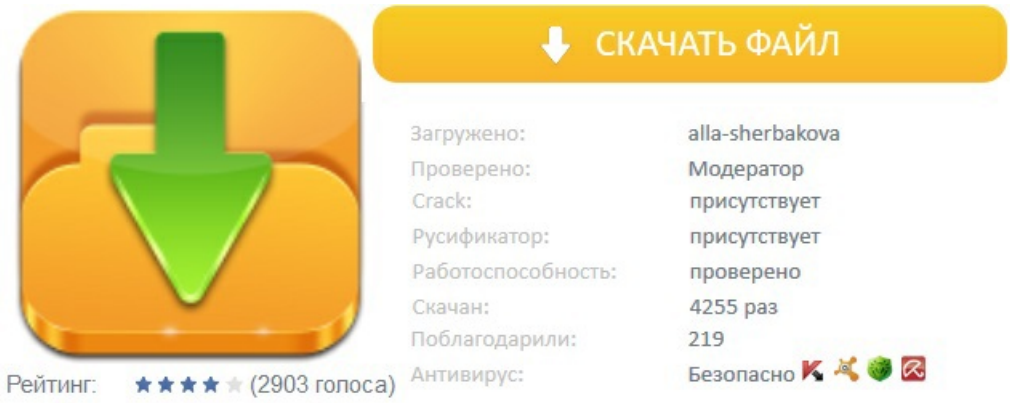путевой лист форма 3