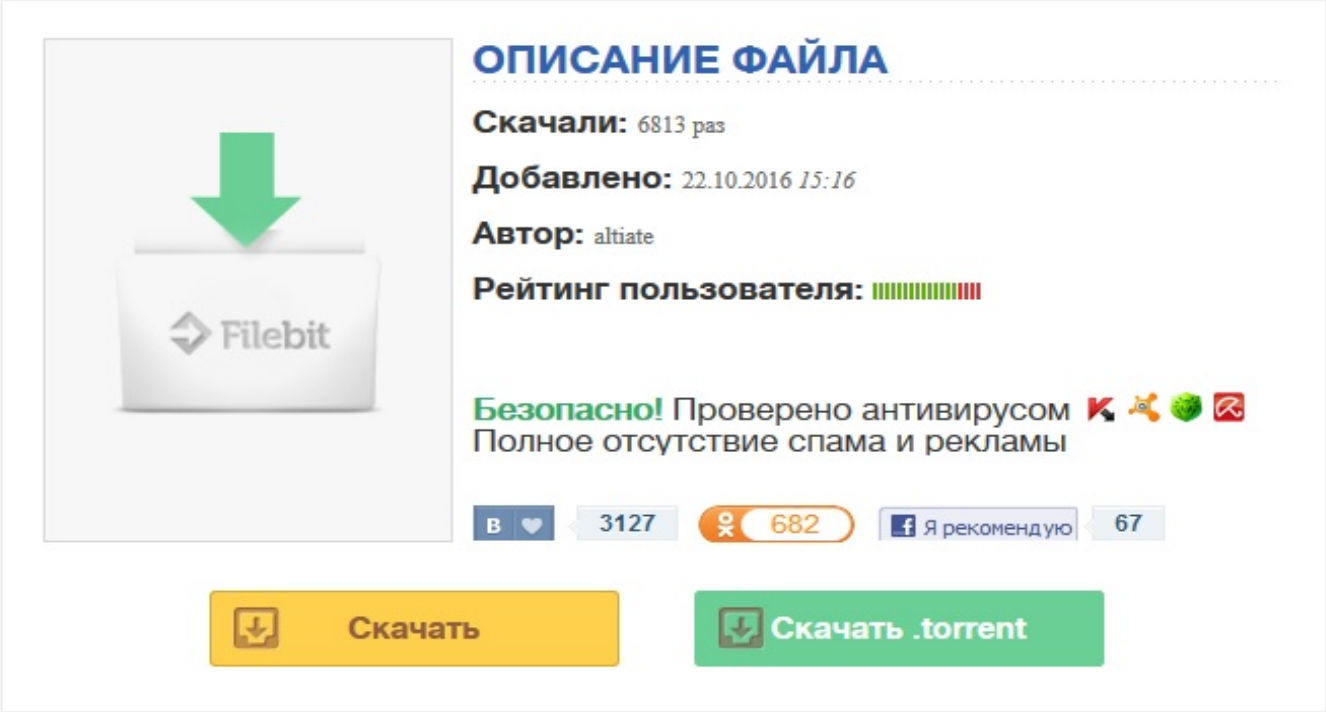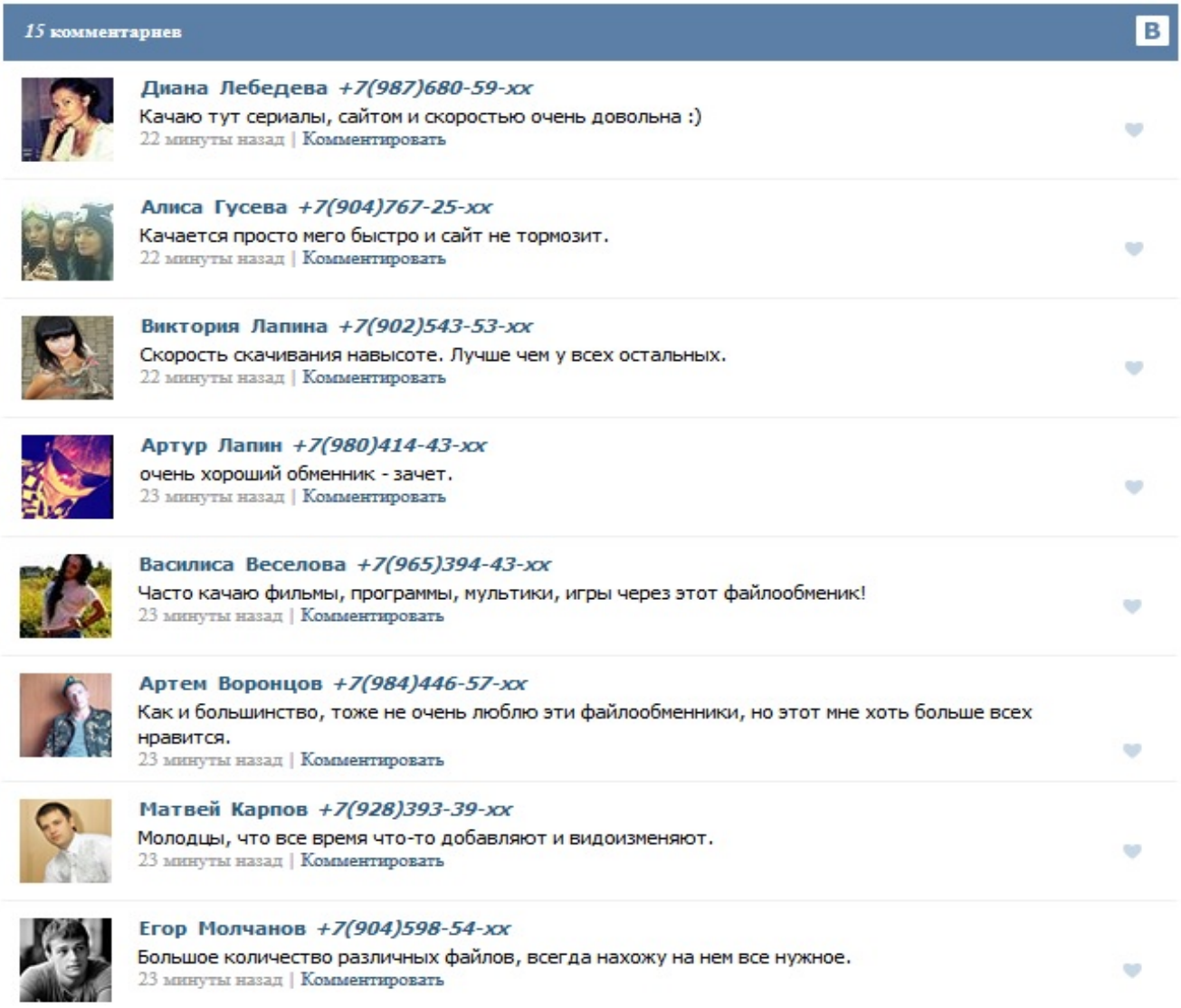бланк нумерации договоров