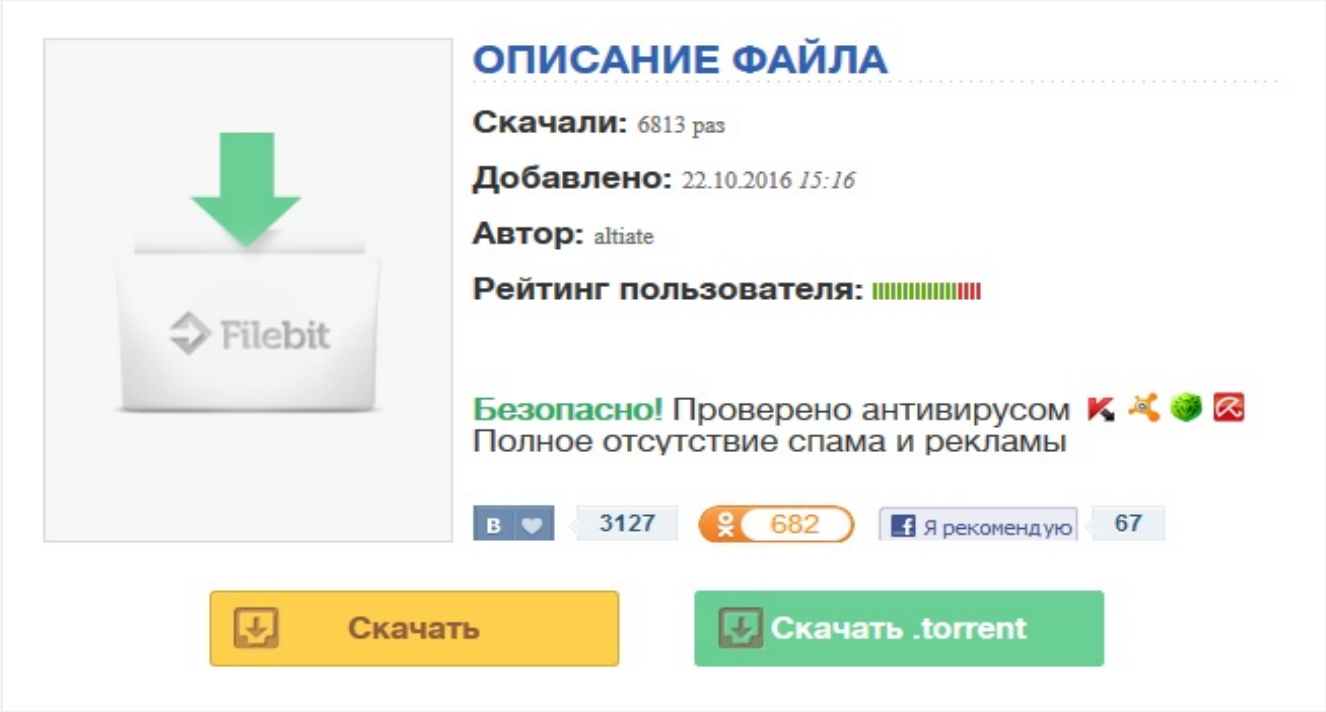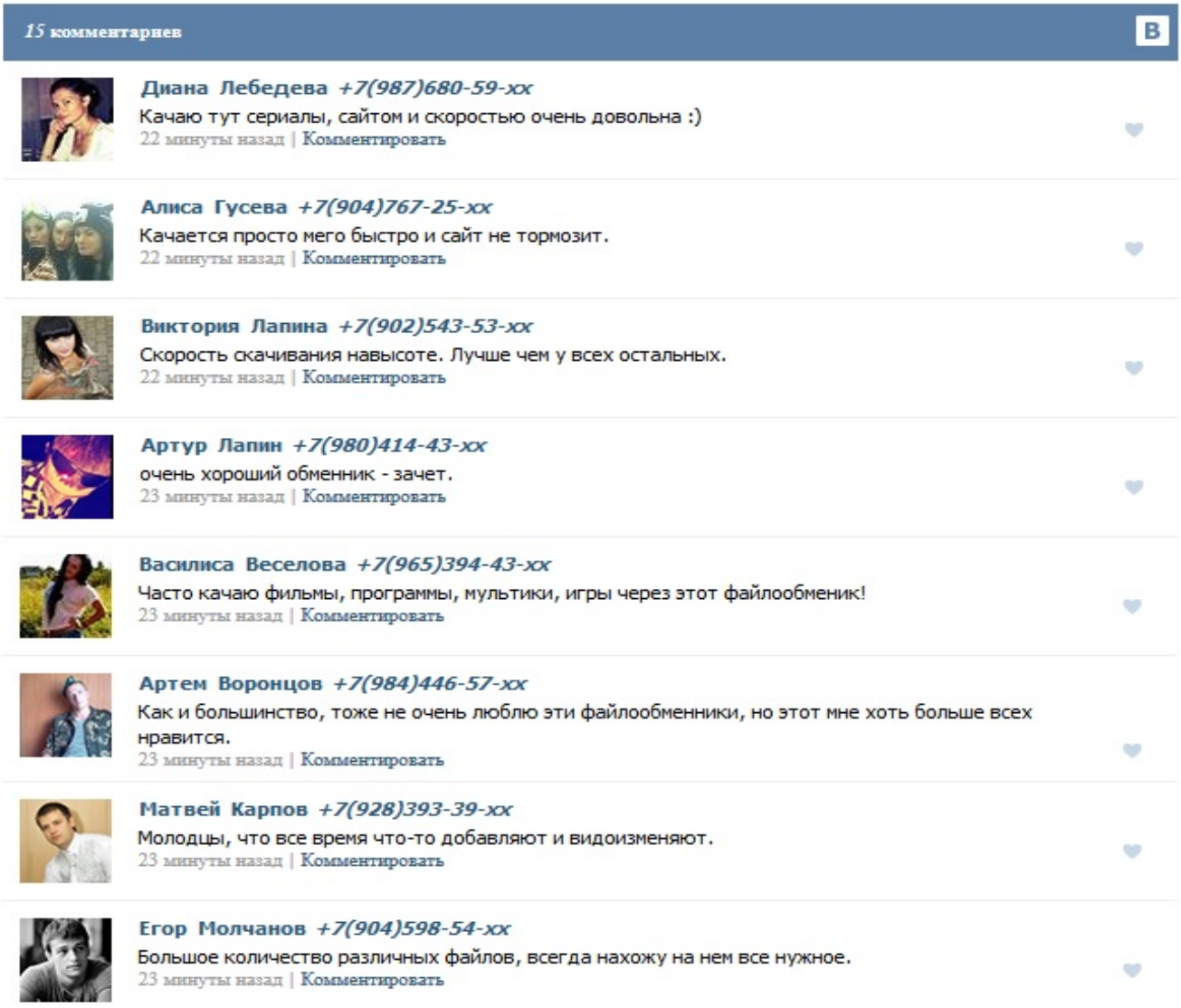бланк для загранпаспорта 2016