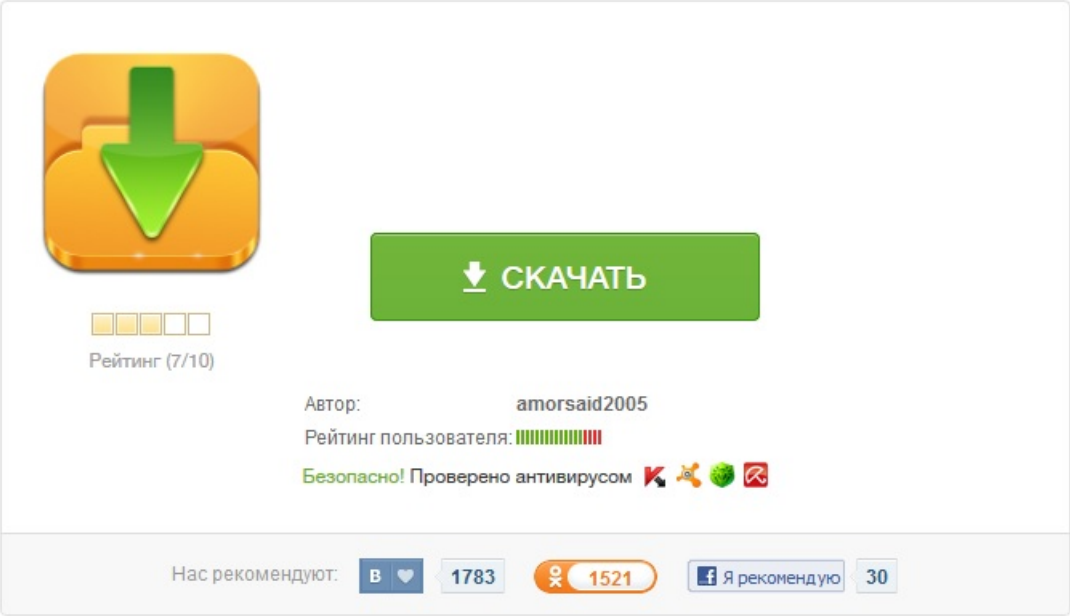платежное поручение бланк скачать украина 2016