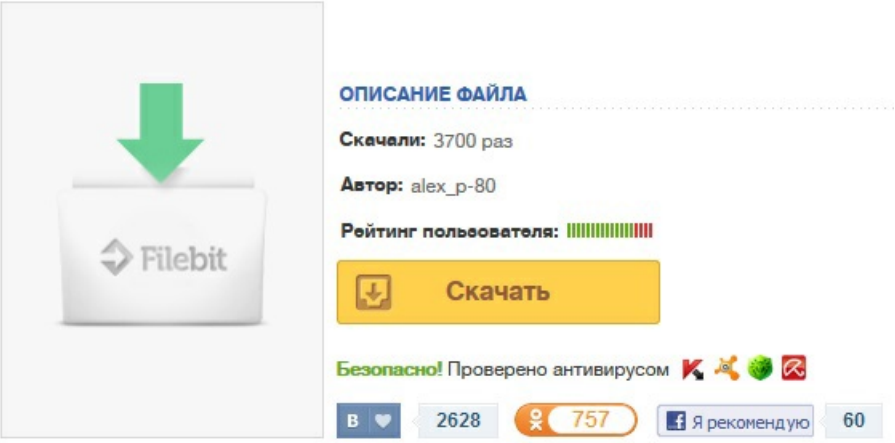форма платежного требования 2016