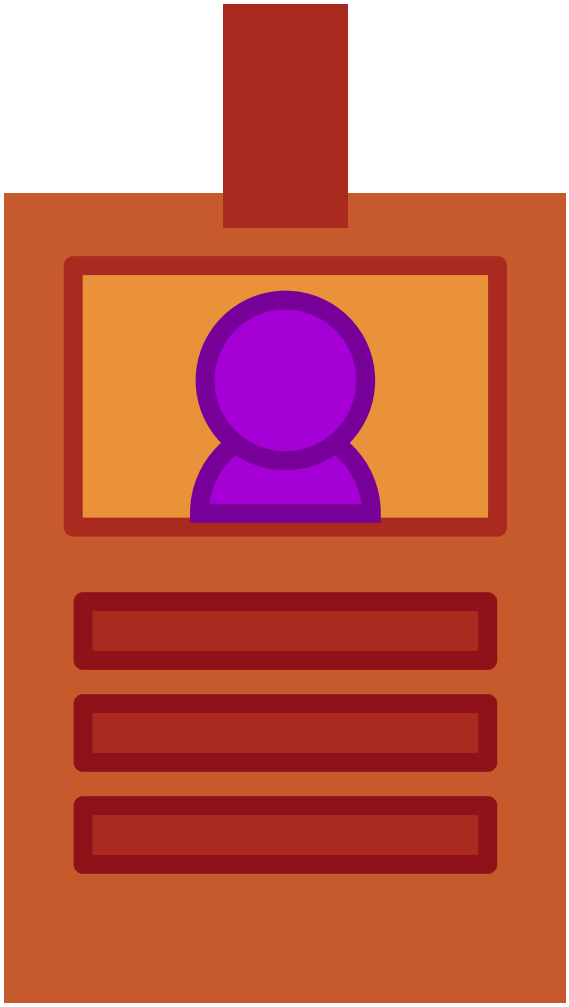Todos os visitantes devem registrar-se no escritório