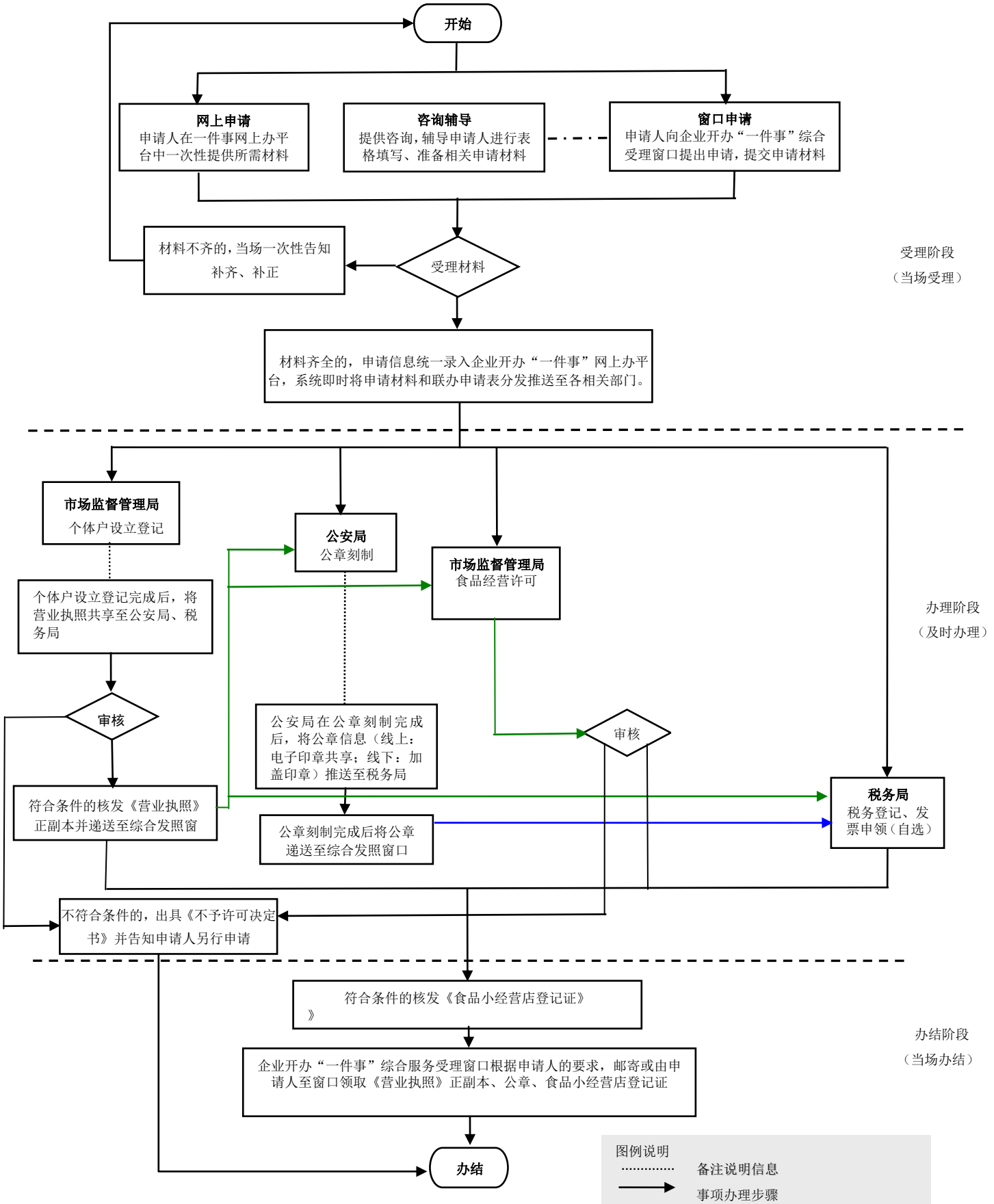小食杂店证照联办一件事流程图