Okay, here's a comprehensive intake form designed for your automotive advice website, covering both repair order reviews and DIY diagnostic assistance. I've structured it to gather all the necessary information efficiently and guide the user through the process. I've also included some helpful features like conditional logic (showing certain fields only when relevant) and clear instructions.

**Rick’s Auto Solutions - Automotive Advice Intake Form**

**Please complete this form as accurately and thoroughly as possible. The more details you provide, the better we can assist you.**

**(Note: Fields marked with \* are required)**

**Part 1: Contact Information**

* **First Name:**\* [Text Field]
* **Last Name:**\* [Text Field]
* **Email Address:**\* [Email Field] (We will use this to communicate with you and deliver your advice.)
* **Phone Number:** [Phone Number Field] (Optional, but helpful for follow-up questions or the "Virtual Mechanic" service.)

**Part 2: Service Selection**

* **Which service are you requesting?**\* [Dropdown Menu]
  + Repair Order Review / Second Opinion
  + DIY Diagnostic Advice
  + Virtual Mechanic

**Part 3: Vehicle Information**

* **Year:**\* [Dropdown Menu (e.g., 1950 - Current Year)]
* **Make:**\* [Text Field] (e.g., Ford, Honda, BMW)
* **Model:**\* [Text Field] (e.g., F-150, Civic, X5)
* **Engine:**\* [Text Field] (e.g., 2.0L 4-cylinder, 3.5L V6, 5.7L V8, Electric) *Be as specific as possible, including engine codes if known.*
* **Transmission Type:** [Dropdown]
  + Automatic \*Manual \*CVT
* **Mileage:** [Number Field] (Approximate mileage on the vehicle)
* **VIN** [Text field]

**Part 4: Problem Description (This section adapts based on the service selected in Part 2)**

**(Conditional Logic: Show this section if "DIY Diagnostic Advice" OR "Virtual Mechanic" is selected in Part 2)**

* **Describe the problem/symptoms you are experiencing:**\* [Large Text Area (Paragraph Field)]
  + *Be as detailed as possible. Include:*
    - *When did the problem start?*
    - *What are the specific symptoms? (e.g., noises, vibrations, warning lights, performance issues)*
    - *Under what conditions does the problem occur? (e.g., cold start, hot engine, accelerating, braking, turning)*
    - *What have you already tried, if anything?*
    - *Any recent repairs or maintenance?*
* **Do you have any diagnostic trouble codes (DTCs)?**\* [Radio Buttons]
  + Yes
  + No

**(Conditional Logic: Show this if "Yes" is selected above)**

* **Please list the trouble codes:** [Text Field] (e.g., P0300, P0420) *If you don't know how to retrieve codes, please indicate that.*

**(Conditional Logic: Show this section if "Repair Order Review / Second Opinion" is selected in Part 2)**

* **Please upload a copy of your repair order(s):**\* [File Upload Field] (Acceptable file types: PDF, JPG, PNG. Maximum file size: [Set a reasonable limit, e.g., 10MB]) *Make sure all pages are included and legible.*
* **Briefly describe your concerns about the repair order:** [Large Text Area (Paragraph Field)] (e.g., Are you worried about the price? Do you think some repairs are unnecessary? Are you unsure what some of the terms mean?)
* **Shop Name** [text field]
* **Shop Address**[text field]
* **Shop Phone Number** [text field]

**Part 5: Your Goals**

* **What is your primary goal in seeking our assistance?**\* [Dropdown Menu]
  + Get a second opinion on a repair estimate.
  + Determine if the recommended repairs are necessary.
  + Get advice on how to negotiate a lower price.
  + Get help diagnosing a problem I can try to fix myself.
  + Understand the technical details of the recommended repairs.
  + Other: [Text Field] (If "Other" is selected, allow them to specify)

**Part 6: Agreement to Terms**

* **I have read and agree to the [Link to Disclaimer] and [Link to Terms of Service].**\* [Checkbox] (This checkbox MUST be checked before the form can be submitted.)

**[Submit Button]**

**Implementation Notes:**

* **Form Builder:** You can create this form using various tools:
  + **Website Builders:** Most website builders (WordPress with plugins like Contact Form 7 or WPForms, Squarespace, Wix, etc.) have built-in form builders with conditional logic capabilities.
  + **Dedicated Form Services:** Services like Google Forms, Typeform, Jotform, and Formstack are also good options, especially if you need more advanced features.
* **Conditional Logic:** The key to making this form user-friendly is the conditional logic. Make sure your chosen form builder supports this. It makes the form shorter and less overwhelming for users.
* **Required Fields:** Make sure all the necessary fields are marked as required (\*) to prevent incomplete submissions.
* **File Upload:** Configure the file upload field correctly, specifying accepted file types and a reasonable maximum file size.
* **Validation:** Implement basic validation to ensure data is entered in the correct format (e.g., email addresses, phone numbers).
* **Confirmation Message:** After the form is submitted, display a confirmation message to the user (e.g., "Thank you for your submission! We will review your information and get back to you within [Turnaround Time].")
* **Email Notification:** Set up your form builder to send you an email notification whenever a new form is submitted. This email should include all the submitted information.
* **Storage** Make sure the information is stored securely.

This detailed intake form will provide you with the information you need to provide accurate and helpful advice to your customers, streamlining your process and improving the overall customer experience. Remember to test the form thoroughly after you build it to ensure everything works as expected.

Here's a structure on how you can create the **Automotive Advice Intake Form** either digitally or via a web-based form platform such as Google Forms, Microsoft Forms, or others. This includes explanations on how to implement it in a form builder.

**Automotive Advice Intake Form**

**Please complete this form as accurately and thoroughly as possible. The more details you provide, the better we can assist you.**  
*(Note: Fields marked with* are required)\*

**Part 1: Contact Information**

* **First Name:\* [Text Field]**
* **Last Name:\* [Text Field]**
* **Email Address:\* [Email Field]**  
  *(We will use this to communicate with you and deliver your advice.)*
* **Phone Number: [Phone Number Field]** *(Optional, but helpful for follow-up questions or the "Virtual Mechanic" service.)*

**Part 2: Service Selection**

* **Which service are you requesting?\* [Dropdown Menu]**  
  + Repair Order Review / Second Opinion
  + DIY Diagnostic Advice
  + Virtual Mechanic

**Part 3: Vehicle Information**

* **Year:\* [Dropdown Menu (e.g., 1950 - Current Year)]**
* **Make:\* [Text Field]** *(e.g., Ford, Honda, BMW)*
* **Model:\* [Text Field]** *(e.g., F-150, Civic, X5)*
* **Engine:\* [Text Field]**  
  *(e.g., 2.0L 4-cylinder, 3.5L V6, 5.7L V8, Electric) Be as specific as possible, including engine codes if known.*
* **Transmission Type: [Dropdown]**  
  + Automatic
  + Manual
  + CVT
* **Mileage: [Number Field]** *(Approximate mileage on the vehicle)*
* **VIN: [Text field]**

**Part 4: Problem Description**

*(This section adapts based on the service selected in Part 2)*

**Conditional Logic: Show this section if "DIY Diagnostic Advice" OR "Virtual Mechanic" is selected in Part 2**

* **Describe the problem/symptoms you are experiencing:\* [Large Text Area (Paragraph Field)]**  
  *(Be as detailed as possible. Include: when did the problem start, specific symptoms, conditions of occurrence, what you have tried, recent repairs.)*
* **Do you have any diagnostic trouble codes (DTCs)?\* [Radio Buttons]**
  + Yes
  + No

**Conditional Logic: Show this if "Yes" is selected above**

* **Please list the trouble codes: [Text Field]**  
  *(e.g., P0300, P0420) If you don't know how to retrieve codes, please indicate that.*

**Conditional Logic: Show this section if "Repair Order Review / Second Opinion" is selected in Part 2**

* **Please upload a copy of your repair order(s):\* [File Upload Field]**  
  *(Acceptable file types: PDF, JPG, PNG. Maximum file size: 10MB)*
* **Briefly describe your concerns about the repair order: [Large Text Area (Paragraph Field)]**  
  *(e.g., concerns about the price, necessity of repairs, or terms understanding)*
* **Shop Name [Text Field]**
* **Shop Address [Text Field]**
* **Shop Phone Number [Text Field]**

**Part 5: Your Goals**

* **What is your primary goal in seeking our assistance?\* [Dropdown Menu]**  
  + Get a second opinion on a repair estimate.
  + Determine if the recommended repairs are necessary.
  + Get advice on how to negotiate a lower price.
  + Get help diagnosing a problem I can try to fix myself.
  + Understand the technical details of the recommended repairs.
  + Other: [Text Field] *(If "Other" is selected, allow them to specify)*

**Part 6: Agreement to Terms**

* **I have read and agree to the [Link to Disclaimer] and [Link to Terms of Service].\* [Checkbox]**  
  *(This checkbox MUST be checked before the form can be submitted.)*

[**Submit Button**]

**Implementation in Google Forms:**

1. **Open Google Forms.**
2. **Click "Blank" to create a new form.**
3. **Add each section above with the appropriate question type** (Text, Checkbox, Dropdown, etc.).
4. **Set up conditional logic** (Sections and questions can be set to show based on answers to previous questions).
5. **Add form sections to organize information into parts.**
6. **Add a field for file uploads if needed.**
7. **Include links to Disclaimer and Terms of Service for user review.**

Let me know if you would like more detailed instructions or assistance with a specific form-building platform