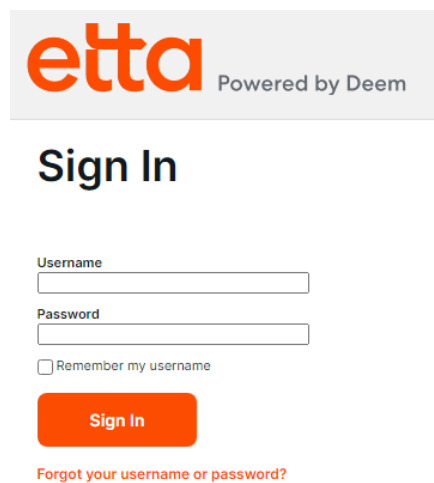


# Etta Password Reset

## Using the Forgot Password Function

### Forgot Password

Access your company specific Etta URL. If you do not know your URL, please contact Direct Travel at 800-999-7939 or [onlinetoolsupport@dt.com](mailto:onlinetoolsupport@dt.com). Otherwise, click *Forgot your username or password*.



The screenshot shows the Etta login interface. At the top is the 'etta' logo in orange with the text 'Powered by Deem' to its right. Below the logo is the heading 'Sign In'. There are two input fields: 'Username' and 'Password'. Below the password field is a checkbox labeled 'Remember my username'. A red 'Sign In' button is positioned below the fields. At the bottom of the form area is a red link that says 'Forgot your username or password?'.

To have your password reset and your account information emailed to you, enter Username, Corporate Email or Employee ID. Click *Submit*.

### Forgot Password

To have your password reset and your account information emailed to you, enter **one** of the following:

Username  or Corporate Email  or Employee ID

[Cancel](#)

[Submit](#)

If you need additional assistance and your company uses Single Sign On, contact your internal travel department. For all other companies, contact Direct Travel at 800-999-7939 or [onlinetoolsupport@dt.com](mailto:onlinetoolsupport@dt.com).