

RAREHUB

WASHINGTON D.C.

The RareHub community workspace provides rare disease organizations the benefits of downtown Washington, D.C. office space at affordable rental cost with no financial risk of a long-term lease. The space gives organizations the ability to build their advocacy capacity and have a larger presence in D.C. This is a space to foster collaboration, advocacy and innovation among rare disease organizations. Additionally, with a physical D.C. address, non-profits are exempt from certain D.C. taxes, providing significant financial savings on D.C. events.

2026 RareHub Workspace Membership Levels

Virtual Member Benefit Package – for Rare Disease Patient Organizations

\$135 per month / 12-month lease

- Ability to use RareHub office address as organization address
- Mail forwarding services to one address or P.O. box on a bi-weekly (twice a month) basis, for up to 8 oz. per mailing packet. *Mail packets over 8 oz will incur additional charges**
- Access to The RareHub office space five times per twelve-month contract during business hours. *Additional day passes available for \$25/day*
- One furnished flexible workstation by reservation available on a first-come, first-served basis. Reservations must be made at least 24 hours in advance and are recommended to be made as early as possible to ensure availability
- Access to (2) small and (1) medium-sized conference rooms with video conferencing capabilities by reservation for 2-hour increments
- 50 free printer copies/month: 25 B&W and 25 color
- Building large conference room available with seating for up to 40 people for \$100/day or \$125/weekends
- Logo Recognition on RareHub community workspace website and in the RareHub office lobby
- Logo Recognition on Rare Disease Congressional Caucus Briefing Materials
- Membership Opportunity to Community Congress, a membership-based program dedicated to bringing patient organizations, industry leaders, and other rare disease stakeholders together

Member Access Benefit Package – for Rare Disease Patient Organizations

\$270 per month / 12-month lease

- Ability to use RareHub office address as organization address
- Mail forwarding services to one address or P.O. box on a bi-weekly (twice a month) basis, for up to 8 oz. per mailing packet. *Mail packets over 8 oz will incur additional charges**
- Access to The RareHub office space 24 times per twelve-month contract during business hours. *Additional day passes available for \$25/day*
- One furnished flexible workstation by reservation available on a first-come, first-served basis. Reservations must be made at least 24 hours in advance and are recommended to be made as early as possible to ensure availability
- Access to (2) small and (1) medium-sized conference rooms with video conferencing capabilities by reservation for 2-hour increments
- 200 free printer copies/month: 100 B&W and 100 color
- Building large conference room available with seating for up to 40 people for \$100/day or \$125 on weekends

- Logo Recognition on RareHub community workspace website and in the RareHub office lobby
- Logo Recognition on Rare Disease Congressional Caucus Briefing Materials
- Membership Opportunity to Community Congress, a membership-based program dedicated to bringing patient organizations, industry leaders, and other rare disease stakeholders together

Partner Workstation Benefit Package – for Rare Disease Patient Organizations
\$540 per month / 12-month lease

- Ability to use RareHub office address as organization address
- Mail forwarding services to one address or P.O. box on a bi-weekly (twice a month) basis, for up to 8 oz. per mailing packet. *Mail packets over 8 oz will incur additional charges**
- Unlimited access to The RareHub office.
- One furnished permanent workstation with organization's logo displayed on workstation and desk name tag.
- Key and Fob access to access RareHub office during and after business hours
- Access to (2) small and (1) medium-sized conference rooms with video conferencing capabilities by reservation for 2-hour increments.
- 500 free printer copies/month: 300 B&W and 200 color
- One complimentary building large conference room rental with seats for up to 40 people. Additional reservation for \$100/day or \$125/weekend
- Logo Recognition on RareHub community workspace website and in the RareHub office lobby
- Logo Recognition on Rare Disease Congressional Caucus Briefing Materials
- Membership Opportunity to Community Congress, a membership-based program dedicated to bringing patient organizations, industry leaders, and other rare disease stakeholders together

Partner Private Office Benefit Package – for Rare Disease Patient Organizations
\$1100 per month / 12-month lease

- Ability to use RareHub office address as organization address
- Mail forwarding services to one address or P.O. box on a bi-weekly (twice a month) basis, for up to 8 oz. per mailing packet. *Mail packets over 8 oz will incur additional charges**
- Unlimited access to The RareHub office.
- One furnished office space for 1 staff member with logo displayed on office window and office name tag.
- Key and Fob access to access RareHub office during and after business hours
- Access to (2) small and (1) medium-sized conference rooms with video conferencing capabilities by reservation for 2-hour increments.
- 1000 free printer copies/month: 600 B&W and 400 color
- Two complimentary building large conference room rental with seats for up to 40 people. Additional reservation for \$100/day or \$125/weekends.
- Logo Recognition on RareHub community workspace website and in the RareHub office lobby
- Logo Recognition on Rare Disease Congressional Caucus Briefing Materials
- Membership Opportunity to Community Congress, a membership-based program dedicated to bringing patient organizations, industry leaders, and other rare disease stakeholders together

Partner Private 2-Person Office Benefit Package – for Rare Disease Patient Organizations
\$1630 per month / 12-month lease

- Ability to use RareHub office address as organization address
- Mail forwarding services to one address or P.O. box on a bi-weekly (twice a month) basis, for up to 8 oz. per mailing packet. *Mail packets over 8 oz will incur additional charges**
- Unlimited access to The RareHub office.
- One furnished office space for 2 staff members with logo displayed on office window and office name tag.
- Key and Fob access to access RareHub office during and after business hours
- Access to (2) small and (1) medium-sized conference rooms with video conferencing capabilities by reservation for 2-hour increments.
- 1000 free printer copies/month: 600 B&W and 400 color
- Two complimentary building large conference room rentals with seats for up to 40 people. Additional reservation for \$100/day or \$125/weekends.
- Logo Recognition on RareHub community workspace website and in the RareHub office lobby
- Logo Recognition on Rare Disease Congressional Caucus Briefing Materials
- Membership Opportunity to Community Congress, a membership-based program dedicated to bringing patient organizations, industry leaders, and other rare disease stakeholders together

Office Benefit Package – for non-Rare Disease Patient Organizations and For-Profit Entities
\$1590 per month / 12-month lease

- Ability to use RareHub office address as organization address
- Mail forwarding services to one address or P.O. box on a bi-weekly (twice a month) basis, for up to 8 oz. per mailing packet. *Mail packets over 8 oz will incur additional charges**
- Unlimited access to The RareHub office.
- One furnished office space for 1 staff member with logo displayed on office window and office name tag
- Key and Fob access to access RareHub office during and after business hours
- Access to (2) small and (1) medium-sized conference rooms with video conferencing capabilities by reservation for 2-hour increments.
- Copies at a rate of .03 for B&W and .10 for color, charged monthly
- Building conference room rental with seating up to 40 people at \$100/day or \$125/weekends.
- \$6,000 annual tax donation letter supporting the EveryLife Foundation for Rare Diseases
- Logo listed as a sponsor/tenant on the RareHubDC.org website

Additional benefits and conditions are outlined below:

- All members, partners and tenants must commit to a year's lease.
- All partners and members are eligible for sales tax exemption status on hotel room blocks, catering and other taxable services in Washington, D.C.
- Private secure Wi-Fi available in the office.
- Small package and mail holding
- Access to RareHub Social programs, including monthly game hour
- Coffee, tea, and water daily. Cold beverages and snacks offered periodically throughout the year.
- Calls and voicemails received through the RareHub office main line will be forwarded to organization contact

- Unlimited shared access to RareHub office kitchen, copy room, and building maintained restrooms.
- Ability to allow guests to temporarily use designated space and amenities when not in use. Guests must arrange through the RareHub office partner and request through EveryLife Foundation
- Personalized printing code to use for all in-house printing and copying jobs and will be charged based on usage. Copy rate after allotment is .03 B&W and .10 Color.
- To help promote the work of our RareHub workspace partners and members we are pleased to distribute our partner's materials at select rare disease conferences and in the office.

***Mail Forwarding – Pricing Tiers**

Mail forwarding pricing tiers were established in 2025 to manage increased volume while maintaining service quality. Partners receive bi-weekly mail forwarding (excluding packages) to one address or P.O. Box. Mailings over 8 oz will incur additional fees, invoiced separately from the membership benefit level. If these options don't meet your organization's needs, an alternative is to use the RareHub address as a physical address and [a USPS P.O. Box](#) for mail.

Mail Forwarding Tiers:

1. **Tier 1:** Mailings up to 8 oz — Included in membership
2. **Tier 2:** Mailings between 8.01 oz and 1 lb — \$10 per mailing
3. **Tier 3:** Mailings over 1 lb — \$20 per mailing

In accordance with 18 U.S. Code § 1702, The EveryLife Foundation for Rare Diseases is not permitted to open or scan mail that is not addressed to the EveryLife Foundation.

Current RareHub Community Workspace Partners: Alagille Syndrome Alliance, EveryLife Foundation for Rare Diseases, Foundation for Angelman Syndrome Therapeutics, Foundation for Sarcoidosis Research, Global Genes, National Fragile X Foundation, National MPS Society, Parent Project Muscular Dystrophy, Rare Access Action Project, Sick Cells, SYNGAP1 Foundation, Undiagnosed Diseases Network Foundation, and VHL Alliance.

The RareHub community workspace is a patient program of the EveryLife Foundation for Rare Diseases. Grants to support patient organizations joining the Hub are welcome and tax-deductible. The EveryLife Foundation assumes responsibility as the master tenant, and all other organizations sublease from the Foundation. RareHub community workspace partners are not obligated to support the activities or efforts of either the EveryLife Foundation or one another.

RareHub pricing is reviewed annually to reflect rent and inflation, typically increasing 2–4%. Rates remain fixed for the duration of each agreement, and partners are notified of any price increase approximately 60 days before renewal.