

Good [morning / afternoon], today's date is [date].
The time is [time] and we're on the record.

This is the deposition of [witness]

The witness is located in [city]. *<-only if reporter wants it*

Will the attorneys please state their appearance for the record, starting with the attorney for the plaintiff?
Also state if there's anyone else present in the room with you. After that, counsel has agreed the reporter will swear in the witness remotely.