What To Say When Baptizing Someone

Introductions
Upon entering the baptistery, introduce the person being baptized.

“This is __________ (name), and he/she comes today to be baptized into Christ.”

Good Confession
Invite them to repeat the Good Confession.

“__________ (name), please repeat after me the words of the Good Confession. I invite your church family to repeat them with you.”

“I believe (repeat), that Jesus is the Christ (repeat), the Son of the Living God (repeat), my Lord (repeat), and my savior (repeat).”

When going through the Good Confession, please wait for the audience to complete each phrase before saying the next one. If you don't, people will not clearly hear every part of the Good Confession. The person being baptized will repeat it quickly, but there will be a slight delay for the audience. Prior to the baptism, please encourage the person being baptized to be bold in repeating the confession by projecting their voice well.

Also, as you say the Good Confession, please say each phrase slowly so that each phrase is distinct and understandable. In other words, please don't say it so fast that people hear:

“I believe, that jesusisthechrist, sonofthelivinggod, my Lord, and my Savior.”

Speaking slowly so that everyone clearly understands what is being said is important because there will be people in the audience who have never witnessed a baptism before and who are not familiar with what is being said.
In the Name of
Just before the immersion say the following.

“__________, I now baptize you in the Name of the Father, and of the Son, and of the Holy Spirit, for the forgiveness of your sins, and the gift of the Holy Spirit.”

As you say the above statement, please say each phrase slowly so that each phrase is distinct and understandable. In other words, please don’t say it so fast that people hear:

“I now baptize you in the nameofthefatherandthesonandtheholyspirit for the forgivenessofyoursins, and the gift of theholyspirit.”

Again, speaking slowly so that everyone clearly understands what is being said is important because there will be people in the audience who have never witnessed a baptism before and who are not familiar with what is being said.

Why we say what we do during a baptism
Baptized into Christ: Romans 6:3–5; Galatians 3:26–27
Good Confession: Matthew 16:15–16; Acts 8:36–38 (vs 37 is in a footnote); Romans 10:9–10
In the name of: Matthew 28:19; Acts 2:38; Acts 4:12; Acts 10:48
For the forgiveness: Acts 2:28; Acts 22:16
Gift of the Spirit: Acts 2:38